



North Carolina Department of Health and Human Services  
Division of Aging and Adult Services

2405 Mail Service Center • Raleigh, North Carolina 27699-2405  
Courier 56-20-25 Phone 919-733-3818 Fax 919-715-0023

Michael F. Easley, Governor  
Carmen Hooker Odom, Secretary

Karen E. Gottovi, Director  
(919) 733-3983

May 25, 2004

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES:

ATTENTION: Adult Protective Services Supervisors

**SUBJECT: NEW MANAGEMENT REPORTS IN THE ADULT PROTECTIVE SERVICES REGISTER**

The Division of Aging and Adult Services is pleased to announce the availability of two new management reports in the Adult Protective Services Register (APS-R). These reports pull critical data currently reported in the eight existing APS-R management reports into a summary format. This format will be more useful for planning and budgeting than reviewing the eight existing reports for the same data. One of these reports will be generated monthly and the other is an annual report covering 5 years of longitudinal data.

The reports will be generated through X/TPR in the same way that the current eight management reports are generated. The new reports are:

**APS 180-1 MONTHLY MANAGEMENT REPORT:**

This report will be available June 1, 2004 as a report for May, 2004. It will be available every month after that for 12 months. An example is attached.

**APS 702-1 ANNUAL MANAGEMENT REPORT:**

This report will be available July 1, 2004 as a report for June, 2004 and will contain data for the entire fiscal year. It will be generated each year as an annual report and available in X/PTR for 3 years. An example is attached.

These new management reports do not affect the process followed by APS social workers for completing the DSS-5026 or data entry for the DSS-5026. The new reports are generated from existing data captured on the DSS 5026, and simply display critical data elements in a more user friendly way.

If you have questions, please contact Vicki Kryk, Program Coordinator for Adult Protective Services and Guardianship at (919) 733-3818 or your Adult Programs Representative.

Sincerely,

A handwritten signature in cursive script that reads "Suzanne P. Merrill".

Suzanne P. Merrill, Chief  
Adult Services Section

SPM/vk

AFS-02-2004

Attachments