



**when to report** ☛ A report should be made to SRS when:

1. The adult is in a harmful situation or is in danger of being harmed.
2. A specific incident or pattern suggests abuse, neglect, exploitation a fiduciary abuse is occurring.
3. The adult is unable to provide for or obtain the services necessary to ensure safety and well being and to avoid physical and mental harm or illness.

**where and how to report** ☛ 1. During normal working weekdays and hours of operation, call the SRS office listed on this brochure or local law enforcement.

2. Call law enforcement when SRS offices are closed, or call the Adult Protective Services toll-free hotline at, 1-800-922-5330.

**what srs will do** ☛ 1. Initiate a personal visit with the adult within 24 hours to five working days depending on the risk of imminent danger to the individual.

2. With the consent of the adult, contact collateral sources (relatives, neighbors, service providers, etc.)
3. With the consent of the adult, interview the alleged perpetrator if one has been named.
4. No services will be imposed upon an adult who is mentally competent and refuses to accept assistance.
5. Discuss with the adult, guardian, conservator and or caretaker what actions are needed and develop service plans or corrective action plans with recommendations to prevent further harm.
6. Assist in locating services which are necessary to maintain physical or mental health such as legal services, medical care, appropriate living arrangements, assistance in personal hygiene, food, clothing, adequately heated and ventilated shelter, protection from maltreatment, and transportation.



7. Involuntary intervention (i.e. guardianship or conservatorship) will be initiated only if the adult is incapable of protecting him/herself due to major mental and physical disability and there are no other options.

8. Provide advocacy to assure protection of personal rights.
9. Services provided will include only those that are determined to be needed to protect the adult in the least restrictive manner.

10. After due process, the names of confirmed perpetrators of abuse, neglect, exploitation or fiduciary abuse are entered on a central registry. The registry is available to any individual who wishes to learn if his/her name is on the registry or to any agency/organization doing background checks on their employees, volunteers or other persons who provide services to adults age 18 or above. SRS must have a signed release of information before the registry check can be processed.

11. KSA 39-1433 requires SRS upon receiving a report that an adult is being or has been abused, neglected, or exploited or is in need of protective services, to immediately notify the appropriate law enforcement agency when a criminal act has occurred or has appeared to have occurred.

12. If you have questions or need more information, please contact the SRS service center at the address given below:

**protective  
services**



**for vulnerable adults at risk  
living in their own homes  
we want to help  
or licensed residential  
we know how to help we  
homes in Kansas are pro-  
need to know who to help  
vided by the Department  
of Social & Rehabilitation  
Services for the purpose  
of preventing or allevi-  
ating abuse, neglect,  
exploitation, or  
fiduciary abuse.**



**who are adults at risk** ☛ Adults at risk are persons 18 years of age or older who are unable to protect their own interests and who are harmed or threatened with harm whether financial, mental or physical in nature, through action or inaction by themselves or others. Typically, this includes the elderly, physically disabled, mentally ill and developmentally disabled individuals.

**abuse** ☛ Any act or failure to act performed intentionally or recklessly that causes or is likely to cause harm, including: infliction of physical or mental injury; sexual abuse; unreasonable use of physical or chemical restraint, isolation or medication; threat or menacing conduct; fiduciary abuse; and, omission or deprivation by a caretaker or another person of goods or services which are necessary to avoid physical or mental harm or illness.

**neglect** ☛ Failure or omission by one's self, caretaker, or another person with a duty to supply or provide goods or services which are reasonably necessary to ensure safety and well-being and to avoid physical or mental harm or illness.

**exploitation** ☛ Misappropriation of an adult's property or intentionally taking unfair advantage of an adult's physical or financial resources.

**fiduciary abuse** ☛ A situation in which a person who is the caretaker of, or who stands in a position of trust to, an adult, takes, secretes, or appropriates their money or property for any use or purpose not in the due and lawful execution of the adult's trust or benefit.



**who should report** ☛ Kansas law (KSA-39-1431) requires persons in specific professions to report suspected abuse, neglect, exploitation or fiduciary abuse of adults residing in the community to the Department of Social and Rehabilitation Services immediately. Failure to report by mandated reporters is a class B misdemeanor. Any other person who suspects abuse, neglect, exploitation or fiduciary abuse may also report. Persons required to report are:

1. any person licensed to practice any branch of the healing arts
2. a licensed psychologist
3. a licensed master level psychologist
4. a licensed clinical psychotherapist
5. a chief administrative officer of a medical care facility
6. a teacher
7. a licensed social worker
8. a licensed professional nurse
9. a licensed practical nurse
10. a licensed dentist
11. a licensed marriage and family therapist
12. a licensed clinical marriage and family therapist
13. a licensed professional counselor
14. a licensed clinical professional counselor
15. a registered alcohol and drug abuse counselor
16. a law enforcement officer
17. a case manager
18. a guardian or conservator
19. a bank trust officer or any other officers of financial institutions
20. a legal representative
21. a governmental assistance provider
22. a rehabilitation counselor
23. a holder of a power of attorney
24. an owner or operator of a residential care facility
25. an independent living counselor



26. a chief administrative officer of a licensed home health agency

27. a chief administrative officer of an adult family home

28. a chief administrative officer of a provider of community services and affiliates thereof operated or funded by THE DEPARTMENT OF SOCIAL AND REHABILITATION SERVICES or licensed under KSA 75-3307b and amendments thereto.

Under the law, an employer is prohibited from imposing sanctions against an employee who makes a formal report.

**confidentiality** ☛ The names of persons who report suspected abuse, neglect, exploitation or fiduciary abuse are confidential and cannot be disclosed without the written consent of the person making the report or through a court order.

**what to report** ☛ 1. Name and location of the person who is alleged to be abused, neglected, exploited, or fiduciary abused.

2. Information regarding the nature of the abuse, neglect, exploitation, or fiduciary abuse, including:

- ☛ What the person saw
- ☛ Why the reporter considers it to be abuse, neglect, exploitation or fiduciary abuse
- ☛ Whether the reporter considers the person to be in immediate danger.
- ☛ Any information which might be helpful in the investigation and protection of the adult.
- ☛ Specific addresses and/or phone numbers, if known, for caretakers, next of kin, collateral contacts, and alleged perpetrators.
- ☛ Name and how to contact the person making the report. Remember, this is confidential information and cannot be disclosed without the reporter's permission or through a court order.