



**CABINET FOR HEALTH AND FAMILY SERVICES
DEPARTMENT FOR COMMUNITY BASED SERVICES**

DPP-245 APS Victim Notification Letter

Date:

Victims Name & Address:

Dear (Mr. and Ms./Mr. and Mrs.)

On _____, the Cabinet for Health and Family Services (CHFS), Adult Protective Services, received a report of suspected adult abuse, neglect, and/or exploitation as defined in (KRS) 209.020 with you listed as the victim.

The alleged perpetrator was reported as: _____. Based upon the information received through the investigation of this report the allegations have been found to be (unsubstantiated/substantiated). You are not required to take any action. You are receiving this letter so you are aware of the Cabinet's finding.

The role of the Department for Community Based Services (DCBS) is to investigate reports of adult abuse, neglect and/or exploitation and to assess the risk to the vulnerable adult, and make efforts to protect the vulnerable adult from further risk. The department is not responsible for criminal prosecution. However, a substantiated finding might deny the alleged perpetrator certain rights and privileges such as employment required by state and federal law. A substantiated finding may also result in the perpetrator's name being placed on the Vulnerable Adult Maltreatment Registry in accordance with the state law KRS 209.032.

If you have any questions or concerns regarding this letter or the investigation, please call me at:

(Staff telephone number)

Sincerely,

Staff name and title

Office address and phone