



## Missouri Department of Health and Senior Services

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APS-24-13

July 15, 2024

### MEMORANDUM FOR SECTION OF ADULT PROTECTIVE SERVICES STAFF

From: Nicole Gatlin, Bureau Chief of APS Supports  
Division of Senior and Disability Services  
Section of Adult Protective Services (APS)

Subject: APS Case Closure Checklist Updates

The APS Case Closure Checklist has been updated to reflect the following recent policy updates:

- Changes to the Protective Service Response Policy (1703.10)
- Addition of the Protective Service Response Report Closure Policy (1703.12)
- Addition of the Consistency in Determining Findings Matrix (1703.13)

Additionally, the name of the checklist has changed to “APS Specialist Report Checklist” to better reflect its intended purpose. This checklist provides the greatest benefit when used throughout the case rather than only at case closure.

#### NECESSARY ACTION:

1. Review this memorandum with all APS staff.
2. All questions should be cleared through normal supervisory channels and directed to the Bureau of APS Supports at [APSPolicy@health.mo.gov](mailto:APSPolicy@health.mo.gov).

NG/ca

### PROMOTING HEALTH AND SAFETY

The Missouri Department of Health and Senior Services' vision is optimal health and safety for all Missourians, in all communities, for life.