

Release of Records Relevant to Adult Protective Services Investigation

DATE:

TO:

To whom it may concern:

Adult Protective Services, (APS) within the State agency that investigates reports regarding the health, welfare, and safety of vulnerable adults. Pursuant to K.S.A. 39-1436, The Kansas Department for Children and Families Adult Protective Services Division is requesting records as listed below.

K.S.A. 39-1436 requires that any person or agency who maintains records relating to an involved adult which are relevant to the investigation being conducted by DCF or Law Enforcement be released to DCF or Law Enforcement upon receipt of a written request for information, written notice that an investigation is being conducted by the department, and certification that written notice has been sent to the involved adult or the involved adult’s guardian. An involved adult is the adult who is the subject of a report of abuse, neglect or exploitation.

I, (APS Specialist Name), an APS Specialist, employed by DCF in the APS Division certify that an investigation is being conducted by DCF regarding the Involved Adult listed below. I certify that APS provided the Involved Adult or the Involved Adult’s guardian written notice of the investigation on (mo/dd/yyyy). The records received will be subject to the confidentiality requirements listed in K.S.A. 39-1434.

Name:

DOB:

Last 4 digits of SSN:

The records requested are:

If you have any questions or concerns, you may contact me at (phone number).

Sincerely,

_____, APS Specialist

Recipient Name

Date

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K.S.A. 39-1434. Statewide register; report, assessment or written evaluation not public record; disclosure of certain individuals prohibited.

(a) The secretary for children and families shall maintain a statewide register of the reports, assessments received and the analyses, evaluations and the actions recommended. The register shall be available for inspection by personnel of the Kansas department for children and families and as provided in K.S.A. [65-6205](#), and amendments thereto.

(b) Neither the report, assessment or the written evaluation analysis shall be deemed a public record or be subject to the provisions of the open records act. The name of the person making the original report or any person mentioned in such report shall not be disclosed unless the person making the original report specifically requests or agrees in writing to such disclosure or unless a judicial proceeding results therefrom. No information contained in the statewide register shall be made available to the public in such a manner as to identify individuals.

History: L. 1989, ch. 129, § 5; L. 1997, ch. 161, § 7; L. 2014, ch. 115, § 171; July 1.