

STEP, Inc.
ADMISSION/SERVICE INITIATION

Orientation to Vulnerable Adult Reporting Procedures

In Minnesota, licensed services for people with disabilities are subject to a law known as the "Maltreatment of Vulnerable Adults" law. When a person starts in our service, STEP is required to provide an orientation to the internal and external reporting procedures to the person and/or their legal representative. Following is a brief orientation of the law. For complete definitions and policy, see STEP's Vulnerable Adult Policy, which is included in the Admission Policy Distribution Packet.

Who is a vulnerable adult?

A "vulnerable adult" is any person, 18 years of age or older, who is a resident or patient of a licensed facility or a person who receives services during the day from an agency that is licensed/certified by the Minnesota Department of Human Services or the Minnesota Department of Health.

A vulnerable adult also includes a person who, regardless of where they live or what type of services they receive, has a physical or mental infirmity or other physical, mental or emotional dysfunction that impairs the individual's ability to provide adequately for their own care without assistance **AND** because of the dysfunction or infirmity and the need for assistance, the individual has an impaired ability to protect themselves from maltreatment.

What is maltreatment?

Neglect : Failure or omission by caregiver or self to provide for basic needs

Abuse: Includes physical, emotional or sexual abuse, use of restraints, involuntary seclusion or punishment

Financial Exploitation: Includes theft or withholding of money or property and/or use of money or property not for the vulnerable adult's benefit

Where do I report maltreatment?

Reports of suspected maltreatment of a vulnerable adult should be made to the Minnesota Adult Abuse Reporting Center (MAARC), which is available 24 hours/7 days a week. To make a report, call

844-880-1574.

Or, you can report internally to STEP to the Executive Director at 507 238-4341. If the Executive Director is involved in the alleged or suspected maltreatment, you must report to the Chairperson of the Board of Directors.

For further information, please see STEP's Vulnerable Adult policy or call 507 238-4341.

June 30, 2016

