



**COMMONWEALTH OF VIRGINIA**  
**DEPARTMENT FOR AGING AND REHABILITATIVE SERVICES**

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**Manual - Adult Protective Services (APS) Division Manual**

**Transmittal # - DARS-APSD-33**

The following acronyms are used in this transmittal:

**DARS**-Department for Aging & Rehabilitative Services

**DSS**-Department of Social Services

**HB**-House Bill

**LDSS**-Local department of social services

**SB**-Senate Bill

The purpose of this transmittal is to provide revised guidance on the APS Division Manual, Chapter 7. Grammatical, capitalization, and punctuation changes that do not alter the meaning of the guidance are not identified in the transmittal.

Unless otherwise stated, the provisions included in this transmittal are effective upon receipt.

This transmittal and manual are available on FUSION at:

<https://fusion.dss.virginia.gov/dars/DARS-Home/ADULT-SERVICES/Adult-Services-Manuals>

Changes to the manual are described in the following chart:

Chapter 7, “Guardianship and Conservatorship”	
Section	Significant Changes
Entire Chapter	Struck repetitive or duplicative sentences and clarified content.  Struck Appendix B. Content was turned into a handout that is available on the DSS intranet.
7.2.5.6	Added language about petition filing requirements pursuant to SB 290 and HB 115.

7.2.10	Clarified that a court order may direct an LDSS to respond to a matter related to restricted visits.
7.2.11	Added language pursuant to HB 786 which permits the incapacitated adult under guardianship to file informal written communication with the appropriate court in certain circumstances.
7.3.2	Added language pursuant to SB 290 and HB 115 that requires courts to send the certificate of qualification to the LDSS.

Questions about this transmittal may be directed to the appropriate APS Division staff.

*Kathryn A. Hayfield*

Kathryn A. Hayfield, Commissioner