



**North Carolina Department of Health and Human Services  
Division of Aging and Adult Services**

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March 27, 2012

**DEAR COUNTY DIRECTOR OF SOCIAL SERVICES**

**SUBJECT: Adult Protective Services (APS) Judicial Forms Now Located on North Carolina Court System Website**

**Attention: Adult Services Supervisors  
DSS Attorneys**

The Division of Aging and Adult Services is pleased to announce that Adult Protective Services (APS) judicial forms are now available through the North Carolina Court System website to assist departments of social services (DSS) with the legal aspects of providing APS to individuals. It is our hope that these forms will provide consistency in APS court proceedings across the state and reduce the staff time needed to prepare APS court documents. The forms were developed by the division with the assistance of the Administrative Office of the Courts, the Department of Justice and local DSS attorneys. Effective with the receipt of this letter, you can begin using these forms for APS court proceedings.

The 13 APS judicial forms, which are categorized as civil forms, are listed below:

<u>FORM NUMBER</u>	<u>FORM TITLE</u>
AOC-CV-770	Petition for Order Authorizing Protective Services/Emergency Services/Ex Parte Emergency Services and Appointment of Guardian Ad Litem
AOC-CV-771	Certificate of Service (Adult Protective Services)
AOC-CV-772	Notice of Hearing in Adult Protective Services Proceedings
AOC-CV-773	Order Authorizing Protective Services
AOC-CV-774	Notice of Hearing in Emergency Protective Services Proceedings
AOC-CV-775	Order Authorizing Emergency Services/Ex Parte Emergency Services
AOC-CV-776	Petition for Order to Inspect Financial Records and to Freeze Assets
AOC-CV-777	Order to Authorize Inspection of Financial Records and to Freeze Assets
AOC-CV-778	Notice of Order to Authorize Inspection of Financial Records and to Freeze Assets
AOC-CV-779	Certification to Financial Institution as Required by G.S. 53B-5
AOC-CV-780	Petition to Enjoin Interference with Protective Services
AOC-CV-781	Notice of Hearing to Enjoin Interference with Protective Services (Consenting Disabled Adult)
AOC-CV-782	Order to Enjoin Interference with Protective Services (Consenting Disabled Adult)

Dear County Director of Social Services  
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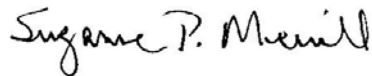
The forms can be accessed from the “Judicial Forms” page of the North Carolina Court System website at <http://www.nccourts.org/Forms/FormSearch.asp>. There are four ways to obtain a form from this page:

- Select “DSS” in the “For:” drop-down menu and proceed through the form list to find the specific form number/title.
- Select “Civil” in the “Category” drop-down menu and proceed through the form list to find the specific form number/title.
- Type the title of the form into the “Title” box.
- Type the form number into the “Form Number” box.

Training on the use of the new APS judicial forms is being incorporated into the APS Basic Skills Training curriculum. There will also be a training segment concerning these forms included in a future DSS attorney training through the UNC School of Government.

If you have questions about these new forms, please contact Nancy Warren at (919) 855-3463.

Sincerely,



Suzanne P. Merrill, Chief  
Adult Services Section

SPM/ksw

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