

Law no. 8/2005 Personal Data Protection Law**Chapter I**

General Provisions

Article 2

General Principle

The processing of personal data shall be carried out transparently and in strict respect for privacy and for other fundamental rights, freedoms and protection set out in the Basic Law of the Macao Special Administrative Region, the instruments of international law and the legislation in force.

Article 4

Definitions

1. For the purposes of this Law:

(3) “Processing of personal data” (“processing”) shall mean any operation or set of operations which is performed upon personal data, whether or not by automatic means, such as collection, recording, organization, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, blocking, erasure or destruction of data;

Chapter II

Processing and quality of personal data and the lawfulness of their processing

Article 5

Data quality

1. Personal data must be:

(1) processed lawfully and with respect for the principle of good faith and the general principle laid down in Article 2;

(2) collected for specified, explicit, legitimate purposes and for purposes directly related to the activity of the data processor and not further processed in a way incompatible with those purposes;

(3) adequate, relevant and not excessive in relation to the purposes for which they are collected and/or further processed;

(4) accurate and, where necessary, kept up to date; adequate measures must be taken to ensure that data which are inaccurate or incomplete, having regard to the purposes for which they were collected or for which they are further processed, are erased or rectified;

(5) kept in a form which permits identification of the data subjects for no longer than is necessary for the purposes for which they were collected or for which they are further processed.

2. The storing of data for historical, statistical or scientific purposes for periods longer than that prescribed in subparagraph (5) of the preceding paragraph may be authorised by the public authority at the request of the data processor and on the grounds of a legitimate interest.

Article 6

Criteria for making data processing legitimate

Personal data may be processed only if the data subject has given explicit consent under the following necessary circumstances:

- (1) for the performance of a contract or contracts to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract or a declaration of his/her will to negotiate;
- (2) for the data processor's compliance with a legal obligation;
- (3) in order to protect the vital interests of the data subject if he/she is physically or legally incapable of giving his/her consent;
- (4) for the performance of a task carried out in the public interest or in the exercise of official authority vested in the data processor or in a third party to whom the data are disclosed;
- (5) for pursuing the legitimate interests of the data processor or the third party to whom the data are disclosed, except where such interests should be overridden by the interests for fundamental rights, freedoms and protection of the data subject.

Chapter III

Rights of the data subject

Article 10

Right to information

1. The data processor or its representatives shall provide a data subject with the following information upon data collection, except where the data subject already has it:

- (1) the identity of the data processor and of its representative, if any;
- (2) the purposes of the processing;
- (3) other information such as:
 - (i) The recipients or categories of recipients;
 - (ii) Whether replies are obligatory or voluntary, as well as the possible consequences of failure to reply;
 - (iii) The existence and conditions of the right to access and rectify data provided where necessary, taking into account the specific circumstances of collection of the data in order to ensure truthful processing of the data.

2. The basic documents regarding the collection of personal data shall contain the information set down in the preceding paragraph.

3. If the data is not collected from the data subject, the data processor or its representatives must provide the data subject with the information set in paragraph 1 upon recording of data except where the data subject already has it. The information mentioned in paragraph 1 should be provided to the data subject no later than the first notice to the third party.

4. If data are collected on open networks the data subject shall be informed, except where he is already aware of it, that his/her personal data may be circulated on the

network without security measures and may be at risk of being seen and used by unauthorised third parties.

5. The obligation to provide information mentioned in this article may be waived by any one of the following:

- (1) a legal provision;
- (2) on the grounds of security and criminal prevention or investigation;
- (3) in particular for processing for statistical purposes or for the purposes of historical or scientific research, when the provision of such information proves impossible or too costly, or if recording or disclosure is expressly laid down by law or administrative regulations, in which case notification to the public authority is required.

6. With respect to the basic right of the data subject under paragraph 3 of the next Article, the obligation to provide information under this Article shall not apply to the processing of data carried out solely for journalistic purposes or the purpose of artistic or literary expression.

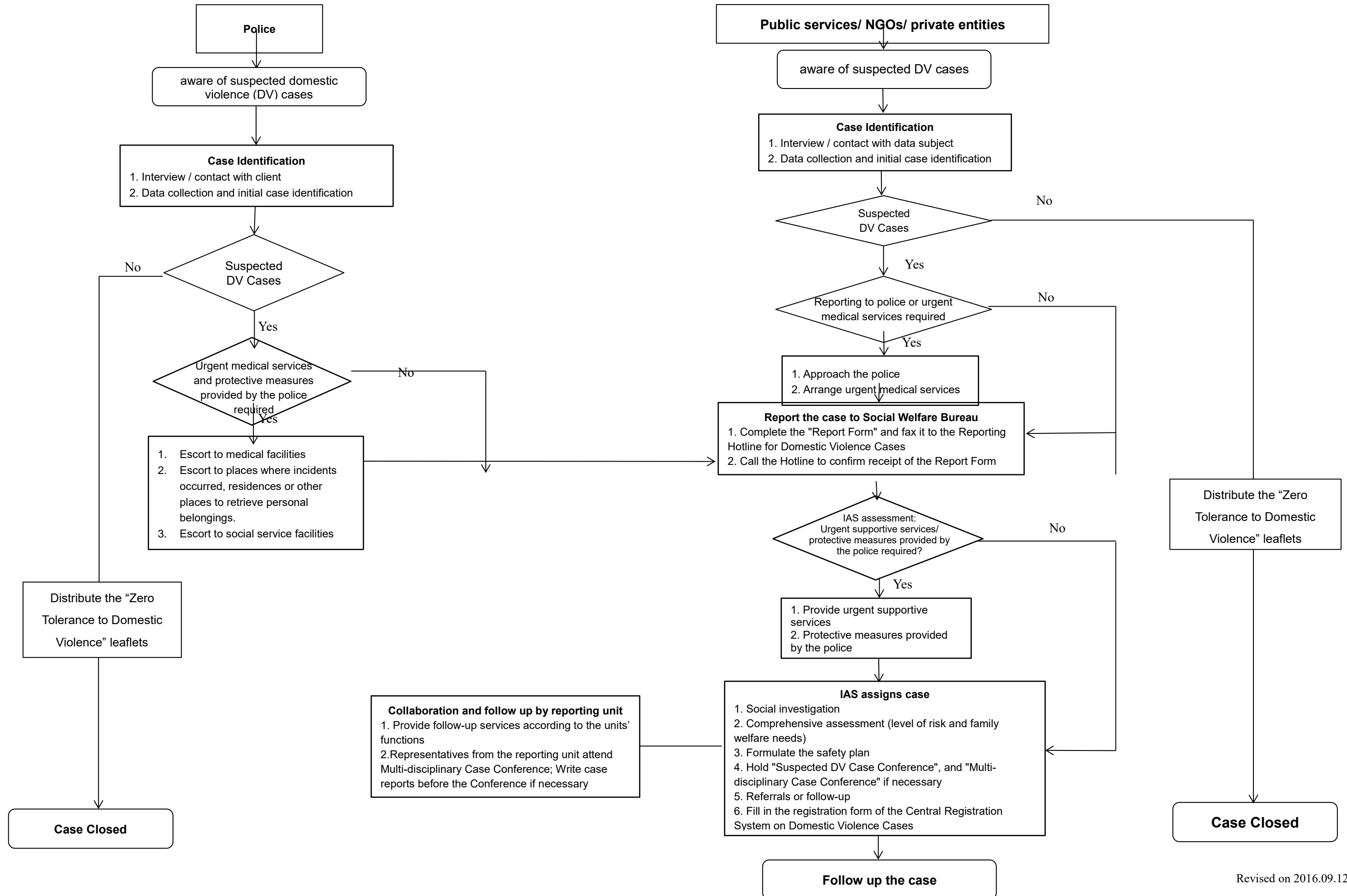
Chapter IV

Security and confidentiality of processing

Article 18

Professional secrecy

1. Data processors and persons who obtain personal data when performing their duties shall be bound by professional secrecy, even after termination of their duties.
2. Officers, service personnel or technicians who act as consultants for the public authority shall be subject to the same obligation of professional secrecy.
3. The provisions in this paragraph shall not waive the duty to supply the obligatory information pursuant to law, except when it is contained in database organised for statistical purposes.



Salient points to note:

1. All units are requested to report to Social Welfare Bureau within 24 hours of being aware of the suspected domestic violence (DV) case;
2. Please call 28232520 to confirm whether this form is received.

Reporting unit::	Date/ time of receipt:
Responsible staff:	Support staff:
Contact No.:	Contact No.:
Report form no.:	

Report Form for Suspected Domestic Violence Cases

(Please fax to the Reporting Hotline for Domestic Violence Cases after completing)

I. The reported information from public services / private organizations

Unit:	
Name of the person-in-charge:	Reference No. (if applicable):
Case follow-up staff:	Date and time of reporting:
Contact No.:	Date and time of knowing the case:
Ways of knowing the case:	

II. Category of the case

1. Category of the case (multiple choices) <input type="checkbox"/> DV against children <input type="checkbox"/> DV against intimate partners <input type="checkbox"/> DV against elders <input type="checkbox"/> Others _____
2. Types of violence / abuse (multiple choices) <input type="checkbox"/> Physical violence <input type="checkbox"/> Psychological abuse <input type="checkbox"/> Sexual abuse <input type="checkbox"/> Improper care

III. Information of the victim/people living with the victim

Name	Sex	Age	Relationship	Workplace or school/class	ID Card No.	Contact No.
			The victim			

Current emotional/ mental and condition of the victim: ☐Anxious ☐Fearful ☐Nervous
☐Angry ☐Steady ☐Others (please specify: _____)

Health of the victim ☐Normal / good ☐Suspected intellectual disability ☐Chronic illness
☐Others (please specify: _____)

Address of the victim when the violent incident occurs: _____

Current address (if different): _____

IV. Information of the Violent Incident

1. Reported to the police already: <input type="checkbox"/> Yes, date and time: _____ year _____ month _____ day _____ hour <input type="checkbox"/> No
2. Date, time, place and frequency of the violence: Date and time of this incident: _____ year _____ month _____ day _____ hour Location: _____ Whether the violence is the first time: <input type="checkbox"/> Yes <input type="checkbox"/> No Frequency of the violence over the last month: <input type="checkbox"/> 1 to several times a day <input type="checkbox"/> 1 to several times a week <input type="checkbox"/> Several times a month
3. Name of the suspected perpetrator: _____ Relationship with the victim: _____ ID Card No. (if applicable): _____
4. Whether the victim is injured: Yes / No , Body part injured: _____ , Degree of injury: <input type="checkbox"/> Serious <input type="checkbox"/> Moderate <input type="checkbox"/> Slight
5. Summary of the violent incident: (e.g. Brief account of the violent incident/ Precipitating factors leading to the incident, whether there was use of sharps or deadly violence, etc.) _____ _____ _____ _____

V. Remarks

1. What emergency services are needed: _____ _____	2. Does the victim agree to receive social work service/ follow-up: <input type="checkbox"/> Yes <input type="checkbox"/> No 3. Does the perpetrator agree to receive social work service / follow-up: <input type="checkbox"/> Yes <input type="checkbox"/> No
4. Are there any other people in the family who needs support, including children, elders, people with disabilities? <input type="checkbox"/> Yes: no. of children (age: _____) _____ no. of elders _____ no . of people with disabilities _____ <input type="checkbox"/> No	
5. Others (Other supplementary information, such as the potential risk of the case): _____ _____	

Name of the reporting personnel: _____ Signature: _____
Date: _____

Leaflet for Assistance for Victims of Domestic Violence

[Leaflet Text]

Three folds, 6 pages, two sides, with one side in Portuguese, the other side in Chinese

Mom, shall we continue to hide?

Picture: Mother, daughter and son. (Full of physical injuries on face / body, except the son)

No!

Everybody should have a dignified life!

Witnessing domestic violence may bring about permanent and serious psychological damages
to the children!

Seek help early!

24-Hour Helpline for Domestic Violence: 28233030

Logo of Social Welfare Bureau

Your silence and tolerance cannot stop domestic violence! Protect yourself and your children from domestic violence and end the suffering. Be brave and seek help! Only you can stop the misfortune. We are prepared to provide support!

We can provide the following protective measures for you:

1. Temporary shelter at social service facilities
2. Financial assistance for immediate needs in accordance with the law
3. Emergency legal aid
4. Free healthcare service provided by public health agencies to treat injuries caused by the domestic violence
5. Support services for education or employment
6. Counselling for individuals and families
7. Legal consultation

When necessary, the police will escort you to:

1. medical facilities;
2. social services facilities.
3. places where the incidents occurred, residences or another places, to retrieve personal belongings.

Domestic violence is no longer a family issue! Don't be afraid, please seek help from us!

The maximum sentence for a domestic violence crime is 15 years imprisonment!

Judiciary Police: 993

Public Security Police: 999

24-Hour Helpline for Domestic Violence: 28233030

Department of Family and Community Services of Social Welfare Bureau: 28221945

Website: www.ias.gov.mo

Protect families from domestic violence

24-Hour Helpline for Domestic Violence: 28233030

Supporting Units:

Family Service Division: 1/F, Centro de Sinistrados da Ilha Verde, No. 56, Avenida do Conselheiro Borja, Macao Telephone No.: 28221945/82970807

Taipa and Coloane Social Service Center (Taipa Branch): "AI", G/F, Block 5, Phase 2, Chun Fok Village C.C., Rua do Regedor, Taipa Telephone No.: 28827616/28827285

Taipa and Coloane Social Service Center: Avenida da Harmonia, n.º 20, Edifício Koi Nga, Bloco IV, Edif. Cipreste, r/c, Coloane, Macau Telephone No.: 2882 5077 / 2882 5301

Central and Southern District (Patane) Social Service Centre: 1/F, Long Ut Koi, No. 23-A, Avenida do Almirante Lacerda, Macao Telephone No.: 28580981/28580982

Northern District (Tamagnini Barbosa) Social Service Centre: 2/F, Phase 2, Edifício Litoral, No. 1-15, Rua Nova de Toi Sán, Macao Telephone No.: 28596457/28596458

Macao Federation of Trade Unions Fai Chi Kei Family and Community Services Complex "B", 3/F, Edif. Fai Fu, Rua de Fái Chi Kei, Habitação Social do Fai Chi Kei, Macao Telephone No.: 28233902

Family Service Center of the Women's General Association of Macao 2/F, Edifício dos Serviços Complexos, No. 27A-27B, Rua da Barca, Macao Telephone No.: 28572794

'Joyfull' Family Service Center of the Women's General Association of Macao Unit A2, 2/F, Zone A, Economic Housing of Lot TN27, Edifício do Lago, Estrada Coronel Nicolau de Mesquita, Taipa Telephone No.: 28500160

Joy Family Integrated Service Center of the Salvation Army "C", G/R, Edif. De Alameda da

Tranquilidade, No. 329-343, Rua dos Hortelãos, Macao Telephone No.: 28452700

Social Service Section of the Methodist Church of Macao Family Service Centre "Kin Wa" "C",
G/F, Block 14, Edifício "Kin Wa", Estrada Marginal da Areia Preta S/N, Macao Telephone No.:
28452769

Social Service Section of the Methodist Church of Macao Family Growth Center in Taipa
"AC", G/F and 1/F, Supreme Flower City, No. 183, Rua de Seng Tou, Taipa, Macao Telephone
No.: 28837001

Lok Chon Center of the Macau Federation of Trade Unions, 3/F, Community Service Building
of the Macau Federation of Trade Unions, Avenida do General Castelo Branco, Macao
Telephone No.: 28227556

Integrated Family and Community Service Center of Seac Pai Van Macau Federation of Trade
Unions, G/F, Block VIII, Edf. Ip Heng, Rua Dois de Ip Heng, Seac Pai Van, Coloane Telephone
No.: 28502040

Fountain of Love and Joy Integrated Family Service Center - Caritas Macao G/F, 1/F, the
Rivieram, Trav. dos Armazéns, S/N Telephone No.: 28934109

Good Shepherd Center Telephone No.: 28573778

Lai Yuen Solidarity Center of the Women's General Association Telephone No.: 2835-6626
2835-6626

Social Investigation Form for Domestic Violence Against Children Cases

(1) Basic information of the suspected child victim

- 1.1 Name: _____
- 1.2 Sex and Age: _____
- 1.3 Address: _____
- 1.4 School and class: _____
- 1.5 Health condition: _____
- 1.6 Relationship with the perpetrator: _____
- 1.7 Whether the perpetrator can easily contact the child: _____

(2) Family conditions

2.1 Family members' basic information

Name	Relationship with the victim	Sex and Age	Occupation	Education and Income

2.2 Family background

- 2.2.1 Whether parents have physical or mental health problems: _____
- 2.2.2 Whether the parents have criminal records: _____
- 2.2.3 Family financial status: _____
- 2.2.4 Whether there are family stressors/ crises: _____
- 2.2.5 Support network: _____

2.3 Family relationship

- 2.3.1 Pattern of communication: _____
- 2.3.2 Level of affection: _____
- 2.3.3 Roles and functions of family members in the family: _____
- 2.3.4 Relationship between parents and among other family members: _____
- 2.3.5 Violent behaviour of family members: _____
- 2.3.6 Is there a parent substitute in the family: _____

2.4 Living environment:

(3) Incident of suspected domestic violence against the child

3.1 Location: _____

3.2 Type of incident: _____

3.3 Severity and description of the injury: _____

3.4 Frequency: _____

3.5 Other children of the family at risk of violence: _____

(4) Education

4.1 Adjustment at school (academic performance and behavior): _____

4.2 Peer relationship at school: _____

(5) Employment of parents

5.1 Adjustment at work: _____

5.2 Pattern of attendance: _____

(6) Perpetrator's adaptability to life stressors or family crises

(7) Personality and behavior of the suspected victim

(8) Records of child care, parenting style and domestic violence

(9) Attitude and feelings of the parents / suspected perpetrator / significant others towards the incident and the welfare plan

(10) Parents/caregiver's capabilities to protect the child

(11) Attitude and feelings of the victim towards parents, siblings, domestic violence incident, and the welfare plan

Assessment of Victim's Situation in Domesti Violence against Intimate Spouses Cases

Suggested Questions

The Circumstances

- ✧ How did the violence start?
- ✧ How were you hurt?
- ✧ Was a weapon involved? What kind?
- ✧ How severe was the violent act?

Previous Record of Violence

- ✧ Has this happened before?
- ✧ How often has this happened?
- ✧ When did it first happen?
- ✧ How badly have you been hurt in the past?
- ✧ What was the duration of each violent act?

Children at Risk

- ✧ How old are the children?
- ✧ Are they in danger?
- ✧ Have they been hurt or hit by your partner? How badly?
- ✧ Have they witnessed the battering? If yes, how frequent?
- ✧ Have they exhibited any emotional disturbance/ behavioural problems lately?
- ✧ How do they relate to the perpetrator?

Coping Mechanism

- ✧ Have you ever told anyone about this before? If so, who?
- ✧ What have you done in the past to protect yourself and your child(ren), if any?
- ✧ What have you done in the past to get help? How useful was the help you have received?
- ✧ Have you ever called the Police?
- ✧ Did you report this incident to the Police? If not, why not?
- ✧ Have you tried to press charges this time or ever before?

Perpetrator

- ✧ Does your partner have a criminal record?
- ✧ Does he / she abuse alcohol and / or drugs?
- ✧ Has he / she beaten up or hurt other people?
- ✧ Has he / she threatened to kill you?
- ✧ Has he / she tried to kill you? How?

Discharge Arrangement

- ✧ Are you afraid to go home?
- ✧ Where can you go?
- ✧ Have you ever called any departments / agencies for assistance?
- ✧ If yes, do you have a contact there? Who?
- ✧ Do you have any other worries / problems?
- ✧ Do you have anything to ask?

The above areas are listed for reference only and are not exhaustive.

Source:

Hong Kong Social Welfare Department, Appendix III of the Procedural Guidelines for Handling Intimate Partner Violence Cases (Revised 2011)

Comparison of the Types and Characteristics of the Perpetrators				
		Family type	Depressed / Borderline Personality type	Anti-social type
1.	Brain dysfunction	No dysfunction or only minor dysfunction	Moderate dysfunction, impulsive and aggressive	Serious dysfunction, very impulsive and aggressive, with anti-social behavior
2.	Personality disorder	No disorder or passive dependent personality	Borderline personality disorder	Anti-social disorder
3.	Alcoholic, drug abuse	Minor to moderate alcohol and drug abuse problems	Moderate alcohol and drug abuse problems	Major alcohol and drug abuse problems
4.	Scope of violence	Violence limited to family members only	In addition to family members, they also exhibit minor to moderate violence against non-family members; minor to moderate violent acts involving criminal behavior and legal consequences	Exhibit major violence against non-family members; highly violent acts involving criminal behavior and legal consequences
5.	Severity of violence / abuse to the spouse	Slight physical violence / sexual abuse / psychological abuse to the spouse	Minor to moderate physical violence / sexual abuse / psychological abuse to the spouse	Major physical violence / sexual abuse / psychological abuse to the spouse
6.	Degree of impulsivity	Minor or moderate difficulty in controlling impulsivity	Moderate difficulty in controlling impulsivity	Very impulsive, unable to control emotional behaviors
7.	Childhood experience	Experienced slight domestic violence	Experienced moderate to major abuse and rejection by parents and often witnessed violence between parents	Experienced severe abuse and often witnessed serious violence Between parents
8.	Attachment and	No or minor	Very anxious, fear	Refuse attachment; no

	degree of dependence on the spouse	attachment problems, with little anxiety and moderate dependence on the spouse	of being abandoned; pathological dependence on the spouse and using all means to prevent the spouse from leaving	dependence on the spouse
9.	Social skills	Moderate lack of marital skills; no obvious problems in social skills outside marriage	Obvious lack of marital skills; with moderate problems in social skills outside marriage	Complete lack of communication and social skills
10.	Attitudes towards women	No hostility towards women	Moderate to major hostility towards women	Severe hostility towards women; rigid and negative views on women
11.	Attitude towards violence	Minor violence approval; some remorse for the violence	Moderate violence approval; no remorse for the violence	No empathy for others; major violence approval; believing that violence is the right way to deal with provocations
12.	Association with deviant companions	No or little participation in gang activities	Minor or moderate participation in gang activities	Major participation in its activities since youth, with the criminal record

Source:

Holtzworth-Munroe, A, (2000) Testing Holtzworth-Munroe and Stuart (1994) Batterer Typology, Journal of Consulting & Clinical Psychology Vol. 68(6), p. 1000-1001

Risk Assessment Checklist for Domestic Violence against Children

Risk Factors		A. Low Risk	B. Medium Risk	C. High Risk
1.	Child's age, physical and intellectual abilities	10 years old or above; care for and protect themselves without or with limited assistance of adults; no physical or intellectual disabilities/ limitations	5 through 9 years of age; requiring assistance of adults to care for and protect himself; introvert; minor physical illness/ mild mental retardation; mild to moderately developmental problems	under five years of age; cannot to care for and protect themselves without assistance of adults; have serious physical illness/ severe mental retardation; hyperactive; difficult to discipline or irritating; have serious developmental problems
2.	Severity and /or frequency of, physical or sexual abuse	No or minor physical injuries; no treatment required; no discernible impact on children; independent incident	Minor physical injury or unexplained injury, must receive some kind of treatment/ diagnosis; history or pattern of punishment / discipline; minor conflict	Requires immediate treatment and/ or hospitalization; history or pattern of excessive punishment/ discipline / sexual molestation
3.	Severity and /or frequency of improper care and the time between incidents	No discernible effect on child; isolated incident	Caretaker suspected of failing to meet minimum medical, food and/ or accommodation needs of child; unconfirmed history or pattern of leaving child unsupervised	Caretaker is unwilling to meet minimal medical, food and/ or shelter needs of child; confirmed history or pattern of leaving child unsupervised or unprotected for excessive periods of time; child at severe risk of harm
4.	Body part injured	Bony body parts; knees, elbows, buttocks	Torso	Head, face or genitals
5.	School problems	Regular attendance; no known school problems	Frequent absence; some behavioral problems; shabby and starving	Severe behavioral problems; parents uncooperative; child fearful of parental contact

Risk Factors		A. Low Risk	B. Medium Risk	C. High Risk
6.	Caretaker's physical, intellectual, or emotional abilities	No intellectual / physical limitations, realistic expectations on child; in full control of mental state	May be physically / emotionally handicapped; moderate intellectual limitations; criminal/ mental illness record/ history of, poor reasoning abilities; needs planning and assistance to protect child	Severely handicapped; poor perception of reality; unrealistic expectations / perception on child's behaviour; severe intellectual limitations; incapacity due to alcohol/ drug abuse
7.	Caretaker's level of cooperation	Willing and able to work with relevant agencies to resolve problem and protect child	Overtly submissive to investigator; presence/ ability of non-offending adult to assure minimal cooperation with relevant agencies	Doesn't believe there is a problem; refuses to cooperate; uninterested or evasive
8.	Caretaker's parenting skills and/ or knowledge	Employs appropriate parenting; appropriate use skills and knowledge; perform duties	Inconsistent performance; possession of the necessary skills and/ or knowledge required for minimal care or parenting for child is in doubt	Unwilling / incapable of exercising necessary parenting skills and/ or lacks knowledge needed to assure a minimal level of child care
9.	Presence of a parent substitute at home	Parent substitute at home is viewed as supportive/ stabilizing influence	Parent substitute is at home infrequently and/ or assumes only minimal responsibility for childcare	Parent substitute lives with the family concerned and is a suspected perpetrator
10	History of abuse/ neglect	No previous history of abuse/ neglect	Previous history of abuse/ neglect; protection service offered to child/ family/ perpetrator	Awaiting result of investigation on child abuse/ neglect; previous report of severe abuse/ neglect; child/ family/ perpetrator involved in multiple cases of abuse/ neglect; dependence in the past
11.	Strength of family support systems	Family, neighbors, or friends committed to help; participation in church, community, or social group	Supportive family live a great distance away; some support from friends and neighbors; limited community services available	Relatives or friends unavailable/ uncommitted or subversive; geographically isolated from community services; no phone or means of transportation

Risk Factors		A. Low Risk	B. Medium Risk	C. High Risk
12.	Perpetrator's access to the child	Out of home and no access to child	Lives at home but access to child is difficult; child is under constant supervision of other adults in the family	Lives at home and have easy access to child; protection by other adults uncertain
13.	Living environment	Home relatively clean with no apparent safety or health hazards; equipped with functional utilities	Trash and dirty water not cleaned up and / or electricity inoperative; infestation of ants, roaches or other vermin.	Living in distant/ or structurally unsound residence; exposed wiring and/ or other fire/ safety hazards present
14.	Stressor / crises	Stable family, occupation or income; possess vehicles; close relationship with relatives	Pregnant or having a newborn baby; insufficient income and/ or food; insufficient family management skills/ knowledge; hostile relationship with relatives	Death of spouse; recent change in marital status or relationship; acute psychiatric episodes; spouse abuse/ marital conflict; drug/ alcohol dependency; chaotic life-style; criminal activity; frequent arrests
15.	drug/ alcohol abuse	No drug/ alcohol use; caretaker's drug/ alcohol use does not influence parenting	Caregivers' intake of drugs/ alcohol affect their mobility or related to major existing problems	Regular heavy use of drug/ alcohol resulting in persisting risk to child; hinder implementation of case plan

Source:

1. California Risk Assessment Curriculum for Child Welfare Service, CSU Fresno, Child Welfare Training Project, Sponsored and Funded by The California State Department of Social Service 1990;
2. Hong Kong Social Welfare Department: "Procedure Guidelines for Handling Child Abuse Cases" (Revised 2007)-Page 15 ~ 16.

Risk Assessment Checklist for Domestic Violence against Elders

Risk Factors	Low Risk	Medium Risk	High Risk
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(I) Situation of the present violent incident/ abuse and the history of similar incidents

1.	Severity and frequency of physical violence/ sexual abuse/ psychological abuse	No injury or minor injury; not requiring medical attention; injuries are limited to limbs or buttock; no clear signs of psychological harm to the elder; isolated incident	Minor or unexplained injuries (injuries are limited to the torso, elbows, knees, or bones) and require treatment/ diagnosis; symptoms of psychological trauma (fear, anger, withdrawal, depression) after domestic violence; severity and frequency of violence/ abuse is increasing gradually	Must receive immediate medical treatment or hospitalization; Injuries on head, face or genitals; severity and frequency of violence/ abuse is increasing seriously; severe psychological trauma; habitual domestic violence
2.	Severity and frequency of improper care for the elder	No account of or isolated incident of improper care; the incident poses no risk to the elder.	No supervision on the quality of basic needs (for example, medical care, food and accommodation) for the elder; if the situation remains unknown, it will endanger the health and well-being of the elder.	Requires urgent intervention (medical care and accommodation) by social workers; the elder is at risk of serious injury or even death due to lack of supervision over care
3.	Severity of exploitation and frequency of similar incidents	No account of exploitation or the incident poses no adverse effects on the health, safety and well-being of the elder	Habitual exploitation; if the situation remains unknown, it will endanger the health, safety or well-being of the elder	Exploitation already endangers the health, safety and well-being of the elder or deprives the elder of essentials; extensive abuse of the resources of the elder (eg. Persistently deceiving the elder or falsifying the elder's signature to improperly obtain his/her resources)

(II) The conditions of the elder

4.	Sex and Age:	Female aged 60 male aged 60-74	female aged 60-74	Male/ female above 75 years old
5.	Health and body functions	Fairly healthy, with normal mobility, without disabilities; able to handle daily activities	Worsening body functions; with moderate disability; difficulty in walking, requiring crutches or other walking aids	Severe physical disability; bedridden and completely dependent on the care of others; suffering from chronic illness; severe deterioration of body functions
6.	Mental/ emotional health	No or minor emotional / mental health problems; willing to accept support	Moderate mental problems or intellectual disability; occasional confusion in thinking and difficulty in understanding; unwilling to accept the necessary services	Severe intellectual/ mental disabilities, mental disorders; rapid deterioration of mental/ emotional health; rejection of necessary services
7.	Income/ economic resources	Sufficient economic resources; self- sufficient to cope with the needs of daily life	Depending on others' support on part of the economic expenses; economic resources, barely enough to cover daily needs; occasional need to cut other expenses for buying food	Total economic dependence on others (with or without income); unable or unwilling to pay for daily necessities
8.	Drug abuse or other specific problems (eg. enjoying hanging around; disobeying doctors' instructions; taking medications arbitrarily)	No signs of drug abuse or other specific problems	Occasional alcohol consumption or drug abuse/ other specific problems;	Persistent alcohol or drug abuse/ other specific problems
9.	Relationship with the perpetrator	Healthy relationship with the perpetrator; no apparent fear or reluctance to discuss the suspected domestic violence incident with the caseworkers	Emotionally attached to the perpetrator; the feeling of guilt, shame or low self-esteem, and concern about the consequences of investigation of the suspected domestic violence incident, and raising deliberate excuses to protect the perpetrator; the elder is cautious and is unwilling to discuss the incident.	The elder shows fear or irrational desire to protect the perpetrator; the attachment relationship leads to willingness to tolerate domestic violence and exploitation
10.	Perpetrator's access to the elder	The perpetrator has little or no chance of being alone with the elder; the elder are often taken care of by other people	No one else is at home at any time; the perpetrator rarely has the opportunity to be alone with the elder	The perpetrator can easily access to the elder at any time

(III) Situations of the perpetrator/ caretaker

11.	Physical conditions	Healthy, or just with minor controllable health problems	With physical disabilities and / or occasional health problems; possibly weak or with controllable chronic disease	With severe physical disabilities; suffering from chronic or uncontrollable illness; rapid and recent deterioration in health
12.	Mental/ emotional health	No or minor and controllable emotional or mental problems; with reasonable expectations on the elder and able to deal with requests/ needs of the elder; able to plan improvements	Occasional mental or emotional problems; poor comprehension ability; immature personality, dependent on the elder or with unreasonable expectations on the elder; not interested in dealing with requests/ needs of the elder	Severe mental disability; chronic or uncontrollable mental illness; eager to harm the elder; overly attentive to "inappropriate" behavior of the elder; having strange or violent behavior; showing suicidal tendencies; completely unresponsive to the requests/ needs of the elder; asking others to temporarily take care of the elder; intimidating the elder with forced hospitalization; recent and serious deterioration of mental or emotional health
13.	Drug/ alcohol abuse/ other specific problems	No drug/ alcohol abuse/ or other specific problems	Occasional drug / alcohol abuse or other specific problems	Persistent drug/ alcohol abuse or other specific problems
14.	Adaptability to life stressors or family crises (eg. unemployment, illness, pregnancy, childbirth, marital problems, investigation of suspected domestic violence)	Able to face reality, and effectively adapt to life stressors / family crises	Unable to face reality, and have difficult adapting to life stressors / family crises	Overreaction or highly maladaptive to life stressors/ family crises
15.	Economic resources/ Degree of dependence on the elder	Economically self-sufficient or slightly dependent on the financial assistance from the elder	Dependent on the elder's financial assistance; taking care of the elder due to the economic benefits	Completely dependent on the economic support of the elder, like a parasite
16.	Level of cooperation in the investigation of the suspected domestic violence	Aware of the existence of problems, willing to work with agency to resolve problems and protect the elder	Only willing to cooperate minimally with the caseworker's persistent encouragement	Despite of strong and sufficient evidence of the domestic violence, he/she does not believe that there are problems and refuses to cooperate

(IV) Family situations

17.	Living Environment	The building's structure is safe and the environment is suitable for the elder to live in; with basic living facilities; clean and hygienic, without garbage or bad smell	The building's structure deteriorates with safety problems; occasional lack of water, electricity or gas supply; unhygienic home environment, with accumulated garbage, animal excrement, rats and insects	The elder lives in a residential unit with serious structural and safety problems; the building has security problems or no longer has water, electricity or gas supplies; seriously filthy and unhygienic home environment, with accumulated garbage, human excrement, rats and insects etc., and that seriously affect the health of the elder
18.	Family Support Network	Strong family support network; relatives, friends and neighbors are willing and able to support the elder	Family members and relatives willing to help the elderly existent but live far away; support from families and relatives, friends and neighbors is irregular, insufficient or of poor quality and quantity	The elder lives alone, socially alienated and has no family support network
19.	Community resources	Sufficient and reliable community resources to support the elders; the elders regularly has access to the temporary accommodation; the community provides support services dedicated to the elders.	Community resources are limited and require short waiting time; services are insufficient and unstable; the community does not provide services dedicated to the elders.	Lack of community resources; the services provided do not meet the needs of the elders; requires long waiting time for necessary services

Source:

This "Risk Assessment Checklist" is designed with reference to Quinn. K.M., Hwalek, M.A. & Stahl Goodrich, C, (1996) The Role of Risk Factors in Health Care and Adult Protective Services. In Baumhover, L.A. & Beall, S.C. (Eds.). (1996). *Abuse, Neglect, and Exploitation of Older Persons: Strategies for Assessment and Intervention*. Baltimore, MD: Health professions Press.