

Sample — Member Roles and Responsibilities - Lifespan



Roles and Responsibilities

E-MDT Coordinator- Finger Lakes

The E-MDT Coordinator will be responsible for administrative and clinical operations of each of the seven E-MDTs in the Finger Lakes region. The core functions of the E-MDT Coordinator are varied and complex, and include, for each of the seven E-MDTs:

- coordinating the day-to-day operations of each of the seven E-MDT's activities;
- providing clinical case consultations to professionals working on cases of financial exploitation of older adults;
- coordinating the triage and presentation of cases for E-MDT review in each of the counties;
- developing linkages with agencies/organizations in the community to improve service provision to victims; and
- tracking and reporting data on case consultations, as well as cases reviewed by the E-MDT.

E-MDT Core Team Member Roles

This section lists the areas of responsibility and roles applying to each partner agency participating in the EMDTs:

- Provides a designated representative from their office or department to participate in regular E-MDT meetings or arranges for an alternate when the designated representative is unavailable
- Provides information about the E-MDT to their agency staff members to increase awareness and referrals
- Makes referrals to the E-MDT
- Accepts referrals from the E-MDT
- Shares information as appropriate
- Collaborates with partners through the work of the E-MDT to detect, investigate, intervene and prevent further abuse
- Responds with direct intervention, when appropriate

Each agency type brings its particular specialty and area of expertise. The following lists the key components that each core member provides to the E-MDT:

Adult Protective Services

- Provides expert input on reviewed cases and provides appropriate follow-up, where needed
- Conducts case investigation and intervention, when appropriate
- Acts as liaison between the E-MDT and Department of Human/Social Services
- Provides expert input as to county systems and Adult Protective Services

Forensic Accountant

- Participates in regular E-MDT meetings, as requested
- Provides expert input and recommendations on cases reviewed
- Prepares forensic reviews of tax, accounting, legal and other documents that the E-MDT provides on behalf of victims
- Prepares reports, as requested
- Is available to testify in deposition and/or trial, as necessary

Geriatric Psychiatrist

- Participates in regular E-MDT meetings, as requested
- Provides expert input and recommendations on cases reviewed
- Provides expert information regarding medical and mental health concerns, for cases reviewed
- Acts as liaison between the E-MDT and medical and mental health professionals
- Accepts referrals for capacity evaluations, as necessary

Legal/District Attorney's Office

- Provides expert input and recommendations on cases reviewed
- Acts as liaison between the E-MDT and the legal system
- Researches and/or provides legal history related to cases reviewed, as needed
- Provides pertinent information regarding laws related to financial exploitation and/or elder abuse
- Provides legal services, as appropriate
- Prosecutes cases involving criminal activity, as appropriate (District Attorney's Office)

Law Enforcement

- Provides expert input and recommendations on cases reviewed
- Assists team members in understanding legal and law enforcement related issues involved in cases
- Provides pertinent case information as necessary/possible
- Acts as liaison between the E-MDT and various law enforcement agencies
- Initiates investigation when appropriate

Office for the Aging

- Provides expert input and recommendations on cases reviewed
- Provides information on services available and how to access them
- Assists with case follow up, when appropriate

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