



Senior Abuse Financial Tracking and Accounting Training

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DEPARTMENT OF JUSTICE

ElderJustice
INITIATIVE

HOUSEKEEPING

- Due to the high volume of participants, computer audio will be the only option to listen to the presentation. Please make sure your computer speakers are on.
- This webinar will be recorded and available on the Department of Justice Elder Justice Initiative website after the training.
- Closed captioning is provided in the pod below the presentation. If you are having issues viewing closed captioning and do not have the Adobe Connect app installed on your computer, please close out of this meeting, download the Adobe Connect Application, and then rejoin the webinar. If you do not wish to download the app, close out of the webinar, make sure Adobe flash is enabled on your web browser, rejoin the meeting, then and click on the link, “join with classic view.” See screenshot below.

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Questions? See [Troubleshooting Tips](#)

- If you have any technical issues during the webinar, please contact Liza Ramos Cook, who is providing technical support for this webinar, at ramoscook_liza@bah.com

ELDER JUSTICE INITIATIVE

The **mission** is to support and coordinate the Department of Justice's enforcement and programmatic efforts to combat elder abuse, neglect, and financial fraud and scams that target older adults.

The Initiative does so by—

- Promoting justice for older adults.
- Helping older victims and their families.
- Enhancing state and local efforts through training and resources.
- Supporting research to improve elder abuse policy and practice.

ELDERJUSTICE.GOV

You are fighting elder abuse on the front lines. We have got your back.

The mission of the Elder Justice Initiative is to support and coordinate the Department's enforcement and programmatic efforts to combat elder abuse, neglect, and financial fraud and scams that target our Nation's seniors.



SENIOR

ABUSE

FINANCIAL

TRACKING AND

ACCOUNTING

TRAINING

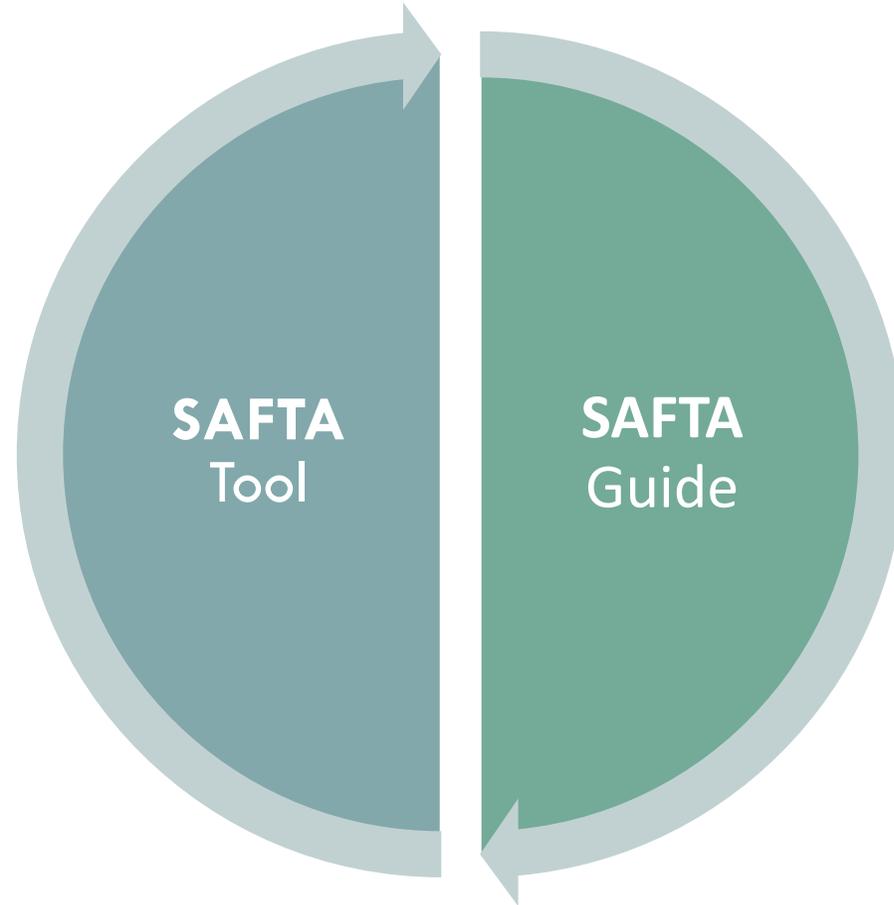
MARCH 3, 2020



AGENDA

- Introduction
- Senior Abuse Financial Tracking and Accounting Guide
- SAFTA Tool
- Demo
- Q&A

INTRODUCTION



SAFTA GUIDE

1

Identifying
Financial
Exploitation

2

Gathering
Financial
Records

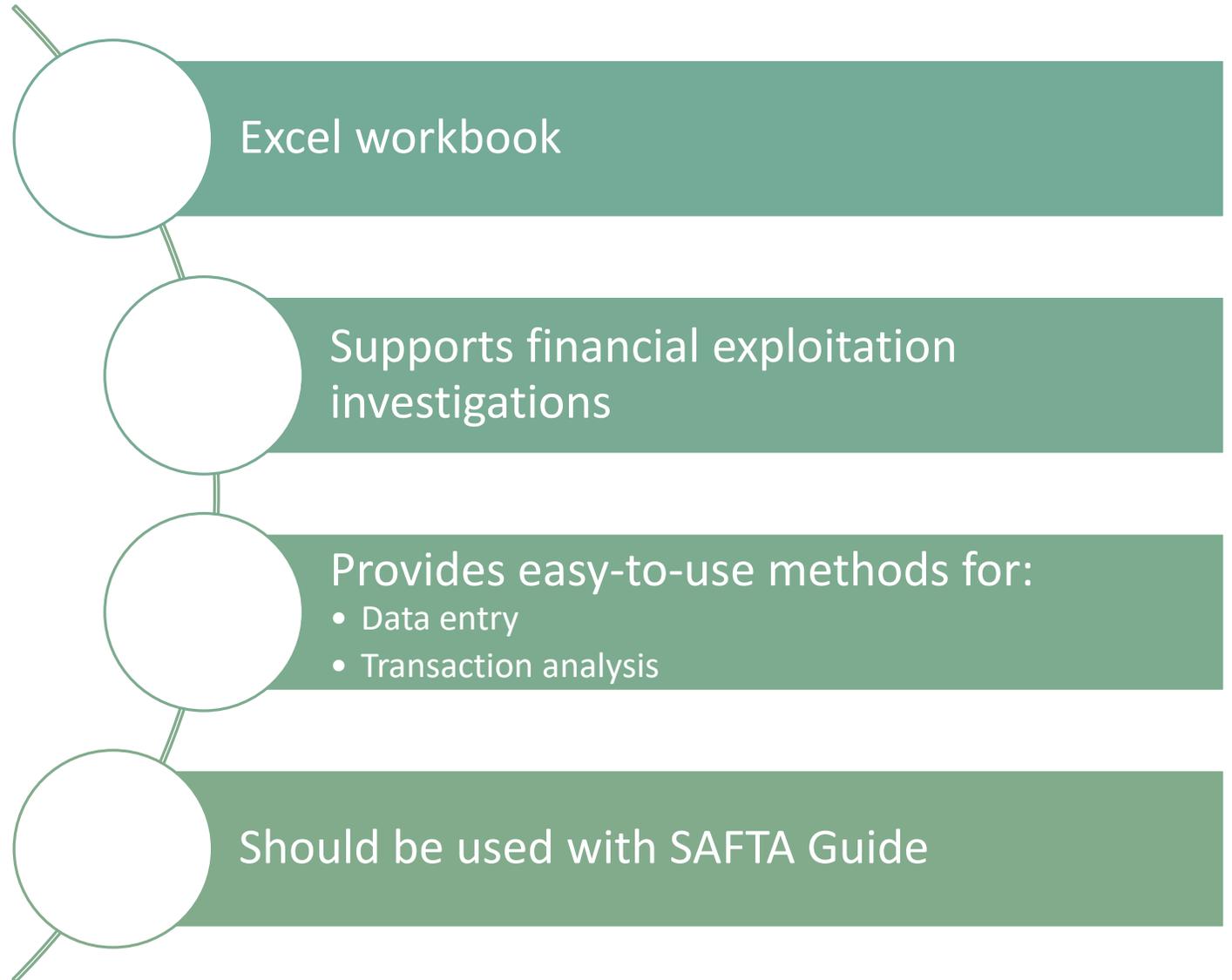
3

Analyzing
Bank
Statements

4

Presenting
Financial
Evidence

SAFTA TOOL



WELCOME TAB

Suspect and Victim
Data Entry

Enter Bank Account
Information

Enter Monthly Bank
Statement Summary

Enter Transaction
Data

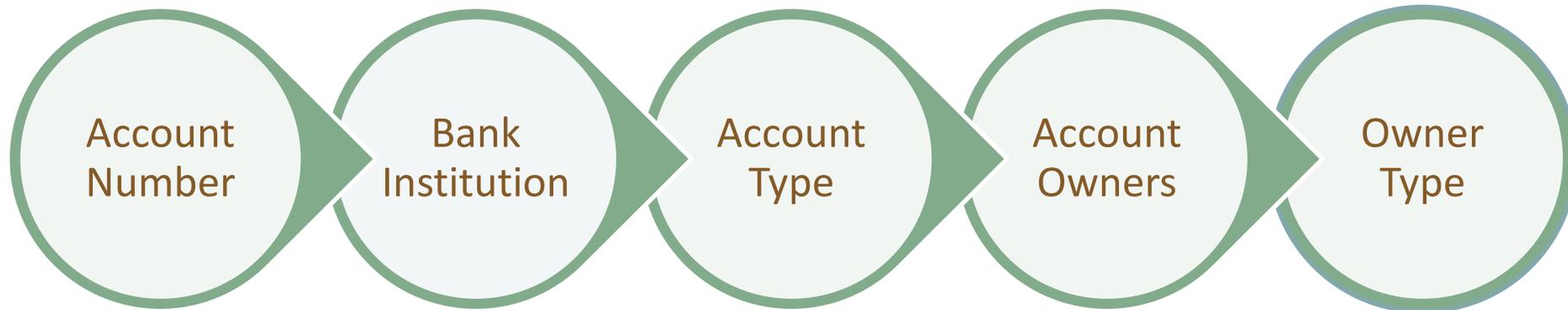
Populate Dashboard

- Nine buttons to help navigate workbook
- Key buttons are **Enter Case Details** through **Populate Dashboard**
- Other buttons:
 - **Show Case Details** – expands workbook to show all tabs.
 - **Navigate to Admin Tab** – helps users customize administrative items like access to the workbook, specific fields that appear in popup menus, etc.
 - **Clear Data and Start New Workbook** – returns workbook to template form.

ENTER CASE DETAILS

- Case Number
- Victim's Name
- Lead Investigator
- Notes
- Investigation Start
- End Date of Investigation
- Number of Suspects

ENTER BANK ACCOUNT INFORMATION

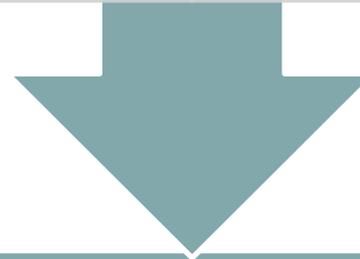


- Victim
- Suspect
- Both
- Unknown
- Other

ENTER BANK STATEMENT SUMMARY DATA

Enter summary data from the face of bank statements:

Statement Date	Beginning Balance	Deposits	Transfers In	ATM Withdrawals	Checks	Debit Card Purchases	Transfers Out	Other Withdrawals	Ending Balance
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Automatically populates Statement Summary Tab

STATEMENT SUMMARY TAB

- View summary of chronological activity account balances
- Highlight areas of concern
- Make notes on important facts or changes in patterns

ENTER TRANSACTION DATA

Records important elements of bank statement data for detailed analysis:

- Statement Date
- Transaction Date
- Deposit or Withdrawal
- Transaction Type
- Check No.
- Payor/Payee
- Amount

Allows for the recording of additional data for analysis:

- Location
- Memo
- Signature
- Endorsement
- Bank Stamp

PIVOT TABLE TAB

- Organizes and sums data chronologically
- Allows for fast, easy analysis of account activity
- Slicers isolates key focus areas
 - Type of transaction
 - Periods of time

SAFTA Guide offers more considerations for review of the Pivot Table Tab

POPULATE DASHBOARD



**Series of charts and graphs
automatically generated from data**

- Line graph
- Bar graph
- Pie chart



Create your own

DEMO

CASE BACKGROUND

- John Smith is an 81-year-old widower residing in his home in Anytown, USA.
- The Anytown Police received a referral from Adult Protective Services regarding Mr. Smith, whom they believe is being financially exploited a friend, Tom Thief, who moved in with Mr. Smith in Spring 2011.
- Tom Thief is employed at the corner store where Mr. Smith goes to get cash and play scratch-off lotto tickets each week.
- Anytown Police subpoenaed Mr. Smith's bank account records to look for evidence.
- Investigator Jones entered the bank statement data into the SAFTA Tool to analyze activity over the year 2011.

TECHNICAL ASSISTANCE

For help with the SAFTA Tool contact Jim Foley at JFOLEY@NW3C.ORG

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Questions and suggestions can be emailed to elder.justice@usdoj.gov