

## Study Resources and References

You are strongly encouraged to use the study resources listed below to prepare for your assessment. Also, there are additional references to help you learn more about DFPS employment, which may help you prepare for an interview.

### Study Resources

#### [DFPS APS Handbook for In-Home Investigations](#)

- Section 1000: Program Overview: Adult Protective Services (APS)
- Section 2000: Investigations
- Section 3000: Service Delivery
- Section 4000: Legal Actions
- Section 5000: Confidentiality and Integrity of Records and Review and Hearing Processes

#### [HHS Human Resources Manual](#)

- Chapter 2 – Section C. Criminal Background Check and Registry Clearance
- Chapter 3 – Section C. Probationary Period; Section G. Outside Employment (Moonlighting)
- Chapter 4 – Section B. Employee Conduct; Section C. Contracting Limitations; Section D. Social Media
- Chapter 5 – Section B. Travel Time; Section I. Family and Medical Leave Act (FMLA) Leave
- Chapter 6 – Section B. Working Overtime; Section D. State Compensatory Time
- Chapter 9 – Section A. Performance Evaluation Overview
- Chapter 10 – Section A. Performance and Conduct Management Overview
- Chapter 11 – Section E. Dismissal
- Chapter 16 – Section C. Discrimination Complaint Process

### Additional References

#### [Texas Administrative Code, Chapter 705 – Adult Protective Services](#)

#### [DFPS Public Website](#)