

# Recent Monitoring Findings

- Health Choice and IV-E Penetration Rates are not entered for all applicable SIS Codes.
- Staff time is moved between fund sources with different eligibility requirements without the worker modifying and signing their daysheet.
- Reconciliations:
  - Refunds and collected revenues are not being reconciled resulting in over and under-reporting.
  - General Ledger and 1571 is not reconciled resulting in over and under-reporting.
  - Payroll Register and the General Ledger is not being reconciled resulting in under and over-reporting of salary and fringe.
- Child Support Expenditures are being “lumped together” resulting in costs being reported under the incorrect Part II Code.

# Recent Monitoring Findings cont'd

- CSE Incentives applied to non-Child Support expenditures (energy programs).
- Agency is claiming fees charged by the attorney which policy in the DSS Fiscal manual requires to be included in the contracted rate (standard postage and copies). Agency may agree to pay the attorney for these costs however it may not be submitted for reimbursement
- Allowable expenses are reported using the incorrect Part IV code.
- Agencies must develop a means of allocating costs for salary, fringe and overhead for non-reimbursable programs and services. These situations may occur due to:
  - Consolidation
  - Supervision of other County Departments or Programs.
  - Grants