# Audit Process



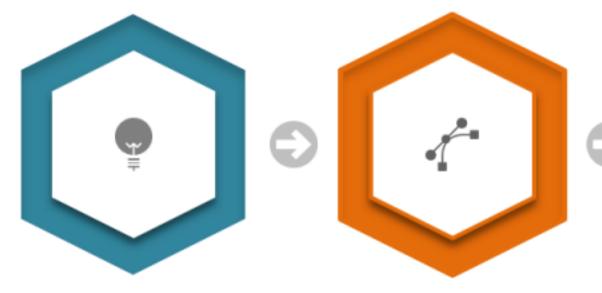
- 1. Send audit notification letter
- Gather background information
  - 3. Identify risks
  - 4. Create Audit Program

- Conduct interviews
- Review documentation and process
  - Test transactions and documentation.

- Provide draft report for comments
  - 2. Obtain corrective action plans
- 3. Distribute final report to appropriate and required individuals

**FIELDWORK** REPORTING

#### **PLANNING**











## **ENTRANCE MEETING**

- Discuss planned audit
  - 2. Solicit input
- 3. Explain timing and resources.

## **EXIT MEETING**

- 1. Discuss audit results
- Resolve questions and concerns
- 3. Discuss corrective action plans

## **FOLLOW-UP**

- Interview staff
- Review new processes and documentation
  - 3. Re-audit









