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November 6, 2018

The Honorable Anthony Kern, Chair
Joint Legislative Audit Committee

The Honorable Bob Worsley, Vice Chair
Joint Legislative Audit Committee

Dear Representative Kern and Senator Worsley:

Our Office has recently completed an initial followup of the Arizona Department of Child Safety—Arizona Families F.I.R.S.T. regarding the implementation status of the one audit recommendation presented in the special report released in March 2018 (Auditor General Report 18-103). As the attached grid indicates, this recommendation is in the process of being implemented.

Our Office will conduct an 18-month followup with the Department on the status of this recommendation.

Sincerely,
Dale Chapman, Director
Performance Audit Division

cc: Gregory McKay, Director
Arizona Department of Child Safety

**Arizona Department of Child Safety—Arizona
Families F.I.R.S.T.
Auditor General Report 18-103
Initial Follow-Up Report**

Recommendation

Status/Additional Explanation

Chapter 2: Department has implemented AFF program oversight

2.1 The Department should carry out its plans to conduct periodic reviews, on a sample basis, of documentation supporting invoiced services to ensure these services are supported.

Implementation in process

In September 2018, the Department implemented a monthly review process for a sample of invoiced services to help ensure its providers have appropriately supported invoiced services for payment. According to the Department, its staff will follow up with providers to address issues of missing or inadequate supporting documentation. Department policy also indicates that, if issues with a provider continue, staff will review a sample of case files during provider site visits to further help ensure supporting documentation of services rendered are appropriate. However, the Department has not yet developed the procedures for these case file reviews and has yet to begin conducting them.