

Status of Audit Resolution

December 2015

Department of Veterans' Affairs (DVA)

Agency: 305

Audit Report: 1014538

Finding Number: 001

Finding: The Department of Veterans' Affairs lacked adequate internal controls over its dining hall cash receipting process.

Resolution: As of October 2015, the Department reviewed the process for the sale of non-resident meals at each of the State's Veterans Homes. As a result, the Department developed standard policies and procedures regarding receipts from sales of meal tickets. By December 2015, the Department will provide additional training to staff responsible for dining hall cash receipting to ensure they follow the policies and procedures. To ensure sales are reconciled to cash receipt reports, meal ticket sales made in the dietary department are reconciled twice per week and delivered to the cashier for deposit. Meal ticket sales made at the cashier desk are deposited on the same or next business day.

Completion Date: Corrective action is expected to be complete by December 2015

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Status of Audit Resolution

December 2015

Department of Veterans' Affairs (DVA)

Agency: 305

Audit Report: 1014538

Finding Number: 002

Finding: The Department lacked adequate internal controls over the issuance of gift cards to veterans, increasing the risk of misuse, abuse and theft of public funds.

Resolution: As of October 2015, the Department developed operating procedures for determining eligibility for accessing services within the Homeless Veterans Reintegration Program and Homeless Veterans Programs. As of November 2015, the Department finalized a gift card purchases policy including a tracking log and audit template for tracking the issuance and distribution of gift cards to eligible veterans. In November 2015, staff were trained on the new policy, the tracking log, and the audit template. Upon issuance of the finding, the Department required program staff to maintain supporting documentation. The new gift card policy also includes the requirements for performing random audits twice per year.

Completion Date: November 2015, subject to audit follow-up

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