
Department of Services for the Blind (DSB)

Agency: 315

Audit Report: 6737

Finding Number: 001

Finding: The Department of Services for the Blind does not have adequate internal controls to ensure required background checks are performed on all personnel with unsupervised access to Department clients, as required by state law.

Resolution: The Department took the following steps in response to the finding:

- Revised and expanded written internal procedures for conducting background checks, including procedures for documentation of individuals who have already had background checks performed. Completed April 30, 2008.
- Developed internal policies and procedures for administrative oversight. This oversight is assigned to the Business Office to ensure program compliance with federal, state, and agency regulations and policies. Business Office staff was trained on the policies. Completed May 15, 2008.
- Drafted revised language to WAC 67-16-030 to more clearly identify individuals requiring background checks and submitted proposal to the Office of the Attorney General and the Office of Financial Management, Risk Management Division, for review. Completed May 30, 2008.
- Provided instructions to staff for implementation of the revised policies and procedures. Completed June 20, 2008.
- Reviewed implementation on June 30, 2008.

The Department will continue to ensure compliance with procedures by performing periodic spot checks.

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