

SUBJECT: ANNUAL AUDIT

EFFECTIVE  
DATE: 04-05-11 (replaces 04-04-08)

APPROVED BY:

Reviewed (no changes): \_\_\_\_\_  
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Executive Director

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POLICY

It is the policy of McIntosh Trail CSB to have an annual financial audit conducted by an independent firm and comply with the audit requirements outlined in the Provider Manual of the annual contract with the Regional Board.

PROCEDURE

All audits will be conducted to comply with the audit requirements of:

- a. Standards for Audit of Governmental Organizations, Programs, Activities, and Functions issued by the U.S. Comptroller General (GASB).
- b. The provision of OMB Circular A-133, Audits of State and Local Governments and Non-Profit Organizations Expending Federal Awards. This circular sets forth standards for obtaining consistency and uniformity.
- c. Single Audit Act Amendments of 1996 (PL 104-156).
- d. Compliance with Generally Accepted Auditing Standards (GAAP).
- e. Compliance with standards of Title 7 of the Code of Federal Regulations with regard to Compliance Supplement-Child and Adult Food Care Program (10.558).
- f. Compliance with Generally Accepted Auditing Standards issued by the American Institute of Certified Public Accountants (AICPA).
- g. Compliance with the code of ethics as set by the Georgia Society of Certified Public Accountants (GSCPA).

At a minimum, such audits will include an examination of financial transactions, accounts, reports, including an evaluation of compliance with applicable laws and regulations as stated above.

The audit is to be completed within 120 days (4 months) following the close of the contractor fiscal year.

The auditing firm will provide necessary copies of the auditor's report to DBHDD Office of Audits (2 copies) within 180 days after the end of the organization's fiscal year, and copies to the McIntosh Trail governing board members, agency Financial Resources Department, and Executive Director.

Reference: Provider Manual Section