

**UT Southwestern**  
Medical Center

**UTS 142.1 Monitoring Plan Annual Review**

**Internal Audit Report 18:19**

**December 14, 2017**

## **Executive Summary**

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### **Background**

*UTS 142.1 Policy on the Annual Financial Report* requires each institution to develop and update a Monitoring Plan to ensure the existence of segregation of duties and performance of reconciliation for accounts by each designated sub-ledger account owner. Each owner must certify annually to the adequacy of internal controls within their department.

Through a documented risk assessment performed annually, the Offices of Accounting and Business Administrative Systems assist UT Southwestern Medical Center (UTSW) in its compliance requirements by assessing sub-ledger owner representations on the existence and validity of segregation of duties and effectiveness of sub-ledger review.

### **Scope and Objectives**

The UTSW Office of Internal Audit has completed its annual review of the UTSW *Monitoring Plan for Compliance with UTS 142.1* and certification by account owners (sub-certifications) for fiscal year 2017. The primary objective of this review was to assist UTSW management in assuring compliance with UT System Policy UTS 142.1 as required in Section 6, *Internal Audit of the Monitoring Plan*.

We conducted our examination according to guidelines set forth by the Institute of Internal Auditors' International Standards for the Professional Practice of Internal Auditing.

### **Conclusion**

The review determined that UTSW complies with UTS 142.1 and the Office of Accounting is carrying out their responsibilities related to the UTSW Risk Assessment and Monitoring Plan. The department has an adequate risk assessment process and system for review, including follow up with departments on exceptions to validate assertions made within sub-certifications and to correct identified deficiencies. There were minor opportunities that have been communicated to management.

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We appreciate the assistance and support received throughout the audit from The Office of Accounting, the Provost Office and Business Administrative Systems.

Sincerely,

Valla F. Wilson, Associate Vice President for Internal Audit, Chief Audit Executive

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