A. Preliminary Audit Planning
   1.1 Planning Memo/Audit Checklist
   2.1 Correspondence/Audit Contact Log
   3.1 Scheduling Letter
   4.1 Provider’s SR 2G, SR 2As, Bs, Cs/Client List

B. Preliminary Audit/CCL Review
   1.1 CCL Requirements/Fingerprints

C. Preliminary (FCRB)
   1.1 Program Statement
   2.1 Rate Application
   3.1 Correspondence/Rate Letters

D. Entrance Conference
   1.1 Summary Entrance Conf./Questionnaire
   2.1 Org. Chart/Bd. Members

E. (CCS)
   1.1 SR 2A - WPs
   2.1 Paid Hours Verif./Worksheets
   3.1 T.S./Payroll/Checks
   4.1 Interviews/Other Docs

F. Training
   1.1 Training Analysis/Logs/Docs

G. (SW) Activities
   1.1 SR 2B-WPs/Contracts
   2.1 Paid hours Verif./Worksheets
   3.1 T.S./Billings, Payroll Checks
   4.1 Interviews/Other Docs

H. (MH) Treatment Services
   1.1 SR 2C-WPs
   2.1 Paid Hours Verif./Worksheets
   3.1 Timesheets, Billings, Payroll, Logs or MH Verification
   4.1 Interviews/Other Docs

I. Fiscal Review Information
   1.1 Salaries, Facility Leases, & Other Docs

J. Current Month
   1.1 Current Month Info.

K. Actual Occupancy Confirmation
   1.1 Actual Occupancy Worksheets

L. Preliminary Audit Results
   1.1 Completed Spreadsheets
   2.1 Point Sheets

M. Exit Conference
   1.1 Summary of Exit Conference

N. Final Audit Draft/Spreadsheets (QCR)
   1.1 FAR/Spreadsheets-QC

O. Final Audit Reports
   1.1 Signed FAR and Spreadsheets

P. Post Audit Results
   1.1 Informal Hearing
   2.1 Formal Hearing
   3.1 Corrective Action