



**Audit/Review/Evaluation**



**Policy A-IC-6**

**June 29, 2006  
Revised October 14, 2013**

**Purpose:** Three Rivers District Health Department, as well as each health center site are subject to evaluations, audits, and review each fiscal year.

**Policy:** All audits, equipment inventories, record surveys, or other program monitoring to be performed in any Three Rivers site should be prior arranged through the District Office. If an unscheduled auditor arrives, contact the District Office for verification before any information is released. *Only entities with legal authority or covered under written contract, in accordance with HIPAA regulations, will be allowed access to protected health information as appropriate.*

**Procedure:**

- I. Three Rivers District Health Department services evaluated on a regular basis each year include, but are not limited to, the following:
  - A. Semi-Annual Services Report by Site (Health Center and Environmental)
  - B. Health Center Medical Services Reports (reviewed by manager monthly with discrepancies reported to the District Director)
  - C. Health Center Patient Satisfaction Surveys
  - D. Quality Assurance Reports

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**District Director**

**Date**

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**Chairperson, Three Rivers District Board of Health**

**Date**