

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF DIRECTOR**

ACTION REFERRAL

| | |
|------------------------|----------------------------|
| TO <i>Wells</i> | DATE <i>9-22-08</i> |
|------------------------|----------------------------|

| | |
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| DIRECTOR'S USE ONLY | ACTION REQUESTED |
| 1. LOG NUMBER <i>000154</i> | <input type="checkbox"/> Prepare reply for the Director's signature DATE DUE _____ <input type="checkbox"/> Prepare reply for appropriate signature DATE DUE _____ <input type="checkbox"/> FOIA DATE DUE _____ <input checked="" type="checkbox"/> Necessary Action |
| 2. DATE SIGNED BY DIRECTOR <i>Cc: Ms. Farkner, Depo</i> | |

| APPROVALS <small>(Only when prepared for director's signature)</small> | APPROVE | * DISAPPROVE <small>(Note reason for disapproval and return to preparer.)</small> | COMMENT |
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| 4. | | | |

State of South Carolina

RECEIVED

SEP 19 2008



Department of Health & Human Services
OFFICE OF THE DIRECTOR

Office of the State Auditor

1401 MAIN STREET, SUITE 1200
COLUMBIA, S.C. 29201

RICHARD H. GILBERT, JR., CPA
DEPUTY STATE AUDITOR

(803) 253-4160
FAX (803) 343-0723

September 18, 2008

All Agency Heads
and
Designated Statewide Single Audit Contact Personnel

This is to advise you that representatives of the State Auditor's Office (SAO) will conduct an audit of the accounts and records documenting the federal financial assistance provided to the State of South Carolina for the fiscal year ended June 30, 2008. The purpose of the audit will be to determine the fairness of presentation of the supplementary schedule of federal expenditures and to express an opinion thereon in relation to the basic financial statements taken as a whole. We will also give an opinion on compliance with requirements applicable to major federal financial assistance programs. In addition, we will test and report on the internal controls over compliance related to federal financial assistance.

The State of South Carolina Single Audit reporting entity includes your agency. The general timeframe for conducting the audit is as follows:

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|---------------------|-------------------------|
| 10/09/08 - 12/08/08 | Plan the field segments |
| 10/13/08 - 01/30/09 | Perform the field work |
| 02/02/09 - 02/13/09 | Draft the report |
| 03/31/09 | Issue the report |

Your agency may or may not be visited during the course of our audit depending on the outcome of our scope as determined during the planning phase. Should your agency require a visit, we will communicate to your designated contact person the specific times when auditors will be at your agency along with any other requests for support, such as workspace, telephone, etc.

If you have any questions about the Statewide Single Audit please call our office at (803) 253-4160 to speak with David Neill, CPA, Reporting and Administration In-Charge at extension 214, or Wayne Sams, CPA, Engagement Manager at extension 216.

A handwritten signature in dark ink, appearing to read "Richard H. Gilbert, Jr.", written over a horizontal line.

Richard H. Gilbert, Jr., CPA
Deputy State Auditor

RHGjr/sag

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