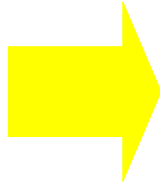


Nurse Home Visitor Program (NHVP) Administrative & Fiscal Compliance Assessment Program

Goal:

Ensure the and accountability and integrity of NHVP funding

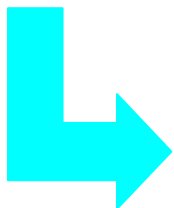


Objectives:

- Comply with the 2006 Office of State Auditors Performance Audit recommendations.
- Utilize monitoring, training and technical assistance to assist grantees in meeting compliance obligations.
- Streamline and standardize monitoring procedures and policies.

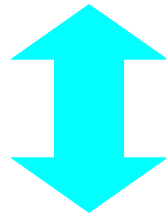
Activity:

To meet our objectives, the NHVP has developed a compliance assessment program which will be implemented through a monitoring process that includes a desk review and site visit utilizing a standardized assessment tool.



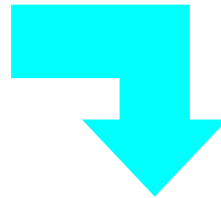
Site Visit:

Takes place at the grantee's place of business to review administrative documentation for compliance. The site visit is conducted with the Nurse Supervisor and Fiscal Administrator.



Desk review:

Takes place at the Colorado Department of Public Health & Environment prior to a site visit and involves a review of grantee documentation maintained in NHVP files.



Reporting:

Findings, recommendations and recognition of best practices resulting from the desk review and site visit will be discussed with the grantee at the conclusion of the site visit. A written report will be provided to the grantee within 30 days after the site visit.

Action Plan:

Opportunities for improvement will be discussed with the grantee at the conclusion of the site visit. Activities that will lead to compliance will be identified and a time line for completion will be negotiated. Technical assistance and training will be available as needed. The NHVP Compliance Action Plan form will be utilized for documentation and tracking.



Assessment Cycle:

Grantees will receive monitoring site visits every other state fiscal year.