



The University of California



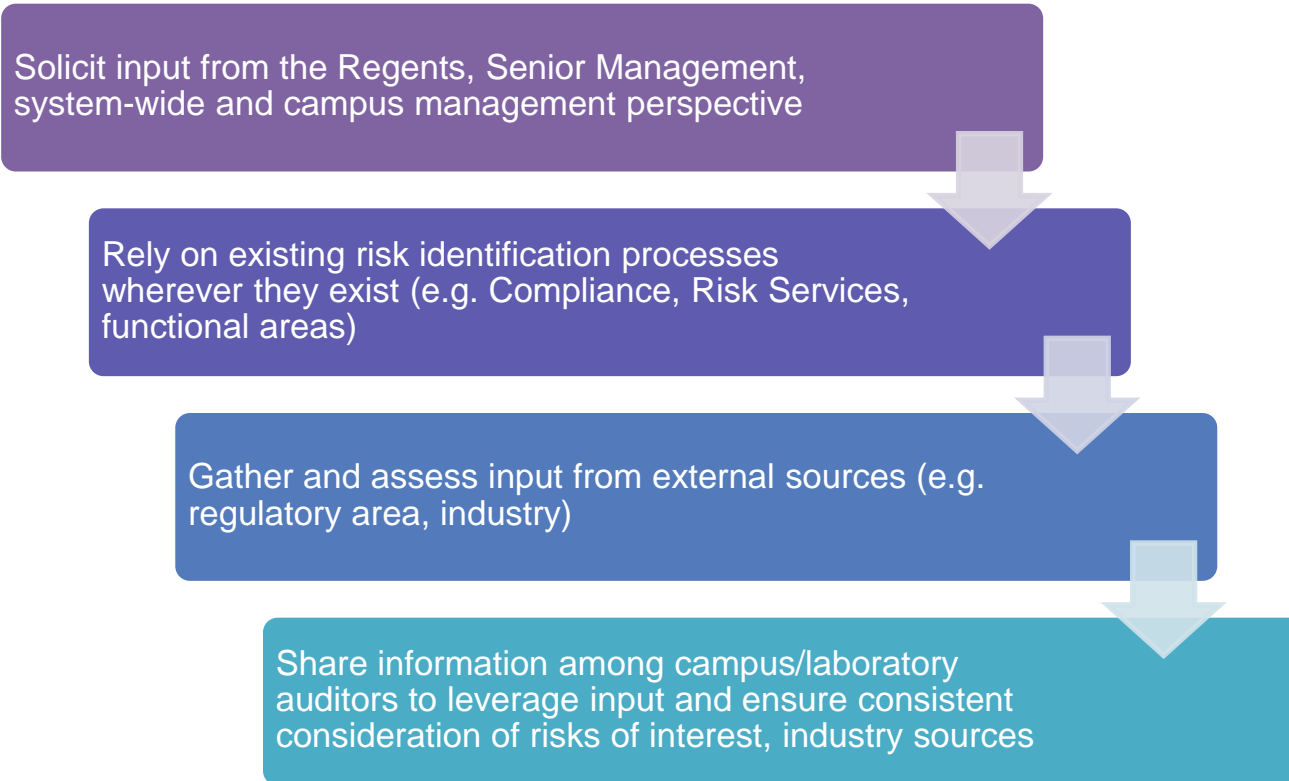
Internal Audit Plan

2014-15

Internal Audit Plan Objectives

- Improve the effectiveness of campus governance, risk management and control processes;
- Assist campus leadership in the discharge of their oversight, management, and operating responsibilities;
- Assist management in addressing the University's significant financial, operational and compliance risks and making informed risk acceptance decisions;
- Support and leverage campus efforts to identify, evaluate and mitigate risks;
- Support management's restructuring and budget coping strategies;
- Serve the needs of campus/laboratory leadership while addressing broader issues from a systemwide perspective;
- Support the evolution of the Systemwide Compliance Program; and
- Meet the challenge to enhance the value of the Internal Audit Program.

Audit Plan Development Risk Assessment Process for 2014-15



The result of the risk assessment is an informed perspective on the current risk environment – including a prioritization of risks that are scalable to available resources.

High Level View of Key Audit Risk Areas

Financial

- Construction
- Account Reconciliations
- Extramural Funds Accounting
- Revenue Cycle (Health Sciences)
- Billing and Coding (Health Sciences)
- Investments
- Segregation of Duties
- Cash Handling
- Compensation

Operational

- Business Continuity
- Data Center Operations
- Business Contracts
- Third Party Relationships
- Disaster Recovery Plans
- Contracts & Grant Administration
- International Activities
- Facilities Administration
- Resources

Compliance

- Policy
- Research
- Conflicts of Interest/Commitment
- Increased Regulations and Regulatory Enforcement
- Safety
- Laboratory Safety
- Protection of Minors
- Export Control
- Information Privacy
- IT Security
- International Activities

Note: Issues are inter-related across these risk types. The above categorization is not meant to be exclusive.

Highlights of the Consolidated Audit Plans

Personnel:

	FY15 Plan	Prior Year Plan
Authorized staff level	111 FTE's	107 FTE's
Avg. Staff Level	108 FTE's	101 FTE's

Distribution of Planned Activities:

By Audit Activity Type (hours/%):

	FY15 Plan		Prior Year Plan	
<i>Audits</i>	95,789	64%	93,139	64%
<i>Advisory Services</i>	37,153	24%	33,905	24%
<i>Investigations</i>	<u>18,963</u>	<u>12%</u>	<u>17,799</u>	<u>12%</u>
	151,905	100%	144,843	100%

By University area:

	FY15 Plan	Prior Year Plan
<i>Campus/Laboratory*</i>	76%	70%
<i>Health Sciences</i>	<u>24%</u>	<u>30%</u>
	100%	100%

* Includes Lawrence Berkeley National Laboratory (LBNL), Agriculture & Natural Resources (ANR) and UCOP

Highlights of the Consolidated Audit Plans

- The Plan provides for over 37,000 Advisory Service hours to be able to assist management in addressing internal control issues in a restructured and budget constrained environment;
- The Plan affords flexibility with over 15,000 hours provided for audit topics to be determined based on emerging local or systemwide priorities;
- The Plan contains over 8,000 hours to continue the emphasis on audit follow-up on corrective actions;
- Over 10,000 hours are budgeted for continued professional development for our internal audit staff; and
- While the budgeted hours for investigations increased compared to the current year, there continues to be an emphasis on reducing audit involvement in investigations that are appropriately handled by management.

Available Resources

	FY15 Plan		3/31/14 Annualized	
Weighted Average FTE	108		100	
	<u>Hours</u>	<u>Percent</u>	<u>Hours</u>	<u>Percent</u>
Personnel Hours	224,530	97.7%	209,042	98.4%
Other Resource Hours	<u>5,198</u>	<u>2.3%</u>	<u>3,401</u>	<u>1.6%</u>
Gross Available Hours	229,728	100.0%	212,443	100.0%
Less: Non-Controllable Hours	36,289	15.8%	39,093	18.4%
Less: Admin/Training	<u>27,505</u>	<u>12.0%</u>	<u>30,589</u>	<u>14.4%</u>
Total Direct Hours	<u>165,934</u>	<u>72.2%</u>	<u>142,761</u>	<u>67.2%</u>

Available Resources

The table to the left depicts the staffing level assumed in the Plans and quantifies the human resources available to assign to audit activities. Total hours are reduced for non-controllable hours (vacation, holiday and illness per University policy) and for program administration and training.

Resource Allocation

	FY15 Plan		3/31/14 Annualized	
Audit Program	<u>Hours</u>	<u>Percent</u>	<u>Hours</u>	<u>Percent</u>
Planned Audits* (261 projects)	72,583	43.7%	65,018	45.5%
Supplemental Audits	15,092	9.1%	8,352	5.9%
Audit Follow Up	<u>8,114</u>	<u>4.9%</u>	<u>8,373</u>	<u>5.9%</u>
Total Audit Program	95,789	57.7%	81,743	57.3%
Advisory Services				
Planned Projects* (77 projects)	12,185	7.2%	N/A	N/A
Supplemental Hours	<u>24,968</u>	<u>15.2%</u>	<u>N/A</u>	<u>N/A</u>
Total Advisory Services	37,153	22.4%	34,044	23.8%
Investigations	18,963	11.4%	15,916	11.1%
Audit Support Activities	<u>14,029</u>	<u>8.5%</u>	<u>11,057</u>	<u>7.8%</u>
Total Direct Audit Hours	<u>165,934</u>	<u>100.0%</u>	<u>142,761</u>	<u>100.0%</u>

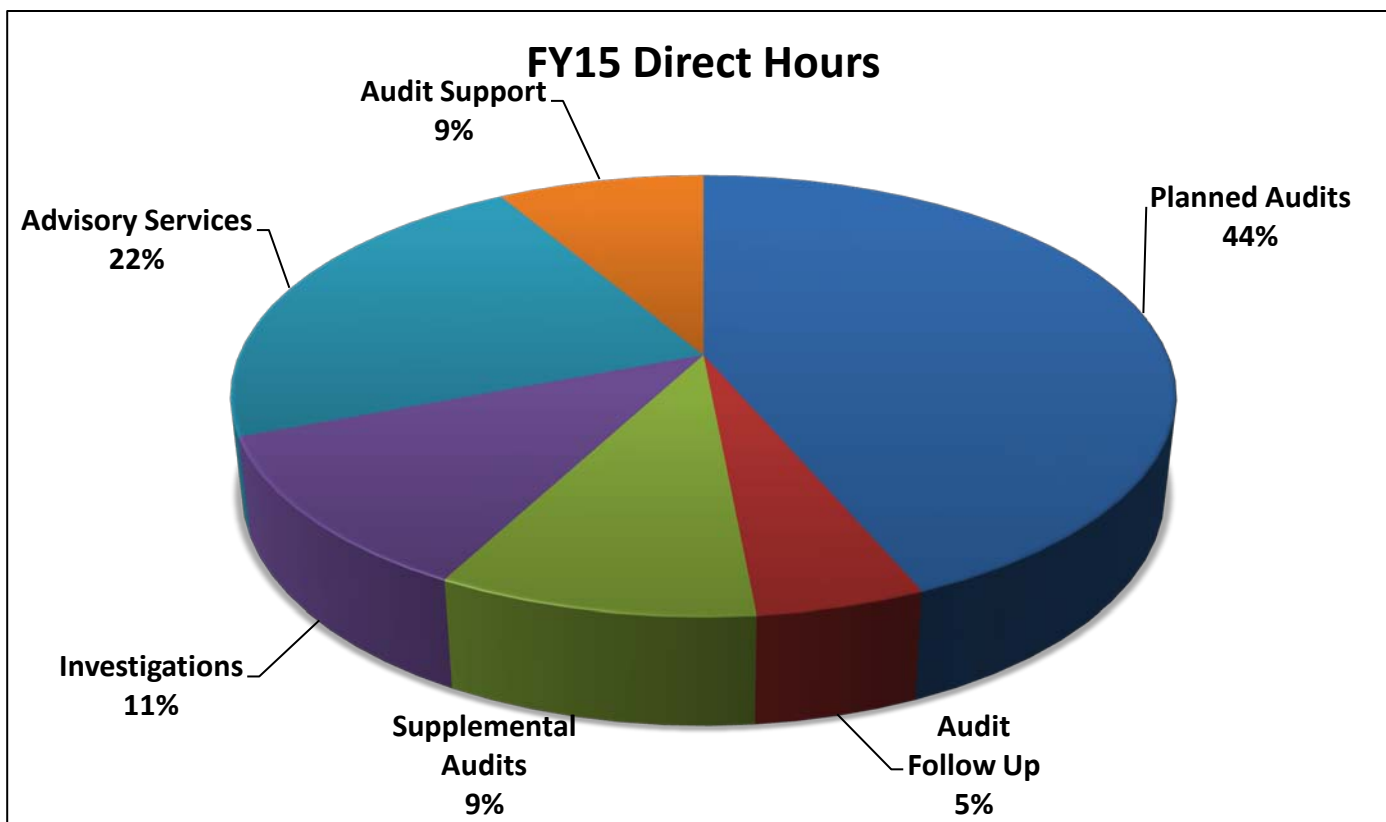
Resource Allocation

The table to the left displays the deployment of the Available Resources among our activities by type (audit, advisory services and investigations). While the mix over time tends to shift somewhat between Investigations and Advisory Services, the commitment of the majority of our efforts to a substantial program of regular audits remains evident.

*Total Hours for 338 Planned Projects = 84,768 (see Planned Projects at Appendix 1)

The chart below depicts the direct audit coverage of our FY15 plan. It demonstrates that over half of our planned direct hours have been allocated to planned and supplemental audits, with the remaining time allocated to our other lines of service, advisory services and investigations, as well as audit follow up and audit support activities. (refer to the next page for the specific detail of the direct areas).

Distribution of Direct Hours



* Audit support activities include audit planning, audit committee support, systemwide audit support, computer support and quality assurance

DISTRIBUTION OF AVAILABLE HOURS

	FY15		3/31/2014 Annualized	
	Plan	Percent	Actual	Percent
INDIRECT HOURS				
Administration	16,547	8.6%	19,481	11.2%
Professional Development	10,275	5.3%	11,108	6.4%
Other	683	0.4%	-	0.0%
Total Indirect Hours	27,505	14.2%	30,589	17.6%
DIRECT HOURS				
Audit Program				
Planned Audits	72,583	37.5%	65,018	37.5%
Supplemental Audits	15,092	7.8%	8,352	4.8%
Audit Follow Up	8,114	4.2%	8,373	4.8%
Total Audit Program Hours	95,789	49.5%	81,743	47.2%
Advisory Services				
Advisory Service Projects	27,072	14.0%	25,348	14.6%
External Audit Coordination	8,585	4.4%	7,191	4.1%
Compliance Support	1,496	0.8%	1,505	0.9%
Total Advisory Services Hours	37,153	19.2%	34,044	19.6%
Investigations Hours, IN	18,963	9.8%	15,916	9.2%
Audit Support Activities				
Audit Planning	3,552	1.8%	2,229	1.3%
Audit Committee Support	1,783	0.9%	1,153	0.7%
Systemwide Audit Support	3,826	2.0%	4,011	2.3%
Computer Support*	3,637	1.9%	3,178	1.8%
Quality Assurance	1,231	0.6%	487	0.3%
Total Audit Support Hours	14,029	7.3%	11,057	6.4%
Total Direct Hours	165,934	85.8%	142,761	82.4%
TOTAL NET AVAILABLE HOURS	193,439	100.0%	173,350	100.0%

Distribution of Available Hours

The table to the left provides a more detailed breakdown of planned time as a basis for ongoing accountability. From this detail the continuing commitment to timely audit follow-up is displayed by the plan to invest over 8,000 hours. The category of Compliance Support is intended to facilitate our efforts to integrate the Compliance and Audit Programs into joint efforts such as annual plan development, project coordination and ongoing risk monitoring.

* Includes time spent on TeamMate (Audit Management System) upgrades and functional enhancement

Appendix – List of Audit and Advisory Service Projects

Appendix lists all the planned audit and advisory service projects at each location - the progress and status of these projects are reported quarterly.

Systemwide-Focused Projects (2.5 FTE at UCOP) – Audits	Hours	Est. Completion Qtr
Student Health (Systemwide)	200	2
External Financing Campus Reimbursement Process	150	4
UCPath Application Security Review	150	1
Compensation (Systemwide)*	200	4
Medical Centers Clinical Enterprise Management Recognition Plan (CEMRP)	250	2
Office of the Treasurer Annual Incentive Plan (AIP)	200	2
Senior Management Group (SMG) Market Reference Zones (MRZ) Implementation Review	150	2
UC Retirement Plan (UCRP) User Access Review	125	2
Retirement Administration Service Center (RASC) - Targeted Process Reviews	175	3
Athletics (Systemwide)*	200	4
Systemwide-Focused Projects – Advisory Services	Hours	Est. Completion Qtr
UCPath - Information Technology Services (ITS) Operational Readiness Assessment	300	4
UCPath Implementation Advisory Assistance	400	4
UC Path Center Controls Review	200	2
Retirement Administration Service Center (RASC) Operations Key Reports Review	175	1
Family Member Eligibility Verification Advisory Assistance	50	4
Total Planned Hours – Systemwide-Focused Projects	2,925	

* Fieldwork to be performed by campus Internal Audit Departments

Lawrence Berkeley National Laboratory (5 FTE**) – Audits	Hours	Est. Completion Qtr
FY14 Cost Allowability	650	4
Conference Activities	350	3
Financial Systems Modernization (FSM) Post-Implementation	400	3
Capital Planning, Budgeting	400	2
Disaster Recovery/Business Continuity	300	4
Compensation (Systemwide)	150	4
Office of Management and Budget (OMB) Circular A-123	350	3
Continuous Auditing Monitoring	500	4
American Reinvestment Recovery Act (ARRA) Closeout	350	2
Excess Property Inventory and Sales	200	1
Lawrence Berkeley National Laboratory – Advisory Services	Hours	Est. Completion Qtr
CY14 Annual Report of Executive Compensation (Systemwide)	300	2
Employee Performance Management	300	2
Total Planned Hours - LBNL	4,250	
UC Berkeley (9 FTE) – Audits	Hours	Est. Completion Qtr
Alignment of Access, Administrative Roles and Responsibilities, Authority, and Accountability for Research Administration Post Campus Shared Service (CSS) Implementation	200	4
Berkeley Education Alliance for Research in Singapore (BEARS) International contracting, Remote employees)	240	3
Blum Center for Developing Economies	240	2
Cloud Computing	240	2
Institutional Compliance Program	240	4
Deferred Maintenance – Governance and Resource Allocation	240	4
Disclosure Statement (DS-2) Compliance	200	2
Donor-Built Facilities	280	2
Annual Report of Executive Compensation (Systemwide)	120	3
Chancellor's Expenses (G-45 Compliance) (Systemwide)	120	3

** Plus contracted resources

UC Berkeley – Audits	Hours	Est. Completion Qtr
Compensation (Systemwide)	150	3
Human Resources - Hiring Practices (Independent Contractors vs. Contract Employees vs. Career Staff)	280	3
Human Resources - Employee and Labor Relations	300	3
Intercollegiate Athletics (Systemwide)	50	1
Intercollegiate Athletics – Revenue Recognition	200	2
Records Management	240	3
Revenue Generation (including Unrelated Business Income Taxes (UBIT) considerations)	240	2
Service (Recharge) Centers	300	2
Social Media	180	1
Sponsored Projects - Participant Support	200	3
Sponsored Projects - Subaward monitoring	280	4
Supporting International Research	240	1
Sustainability Reporting (Climate Neutral by 2025)	180	4
Timekeeping, Leave Accrual, and Payroll	280	4
UC Berkeley – Advisory Services	Hours	Est. Completion Qtr
Procure to Pay - BearBuy – Ship to Address	60	4
Procure to Pay - Vendor Master	60	4
Procure to Pay - Duplicate Payments	60	4
Human Capital Management System - Employee Master/Ghost Employees	60	4
Human Capital Management System - Compensation Adjustments	60	4
Total Planned Hours - UCB	5,540	

UC Davis (12.5 FTE) – Audits	Hours	Est. Completion Qtr
Review of Annual Report on Executive Compensation (AREC) (Systemwide)	200	4
Minor Maintenance and Renovation Management	150	4
Indirect Cost Recovery	250	3
Strategic Sourcing	300	3
Construction Contracts	350	4
Financial Aid	300	3
Conflict of Commitment	300	4
Compensation (Systemwide)	150	4
Athletics (Systemwide)	50	4
Payroll Time Reporting	300	1
Financial Audits (Systemwide)	200	4
Graduate Studies Administrative Review	300	2
Letters and Sciences (L&S) Humanities, Arts and Cultural Studies Administrative Review	300	2
Epic Resolute Billing System	300	4
Patient Registration	300	4
Electronic Medical Records (EMR) Access Surveillance	250	1
Mind Institute Administrative Review	300	2
Vendor IT Access Management	300	4
Active Directory Security	300	2
University of California Davis Health System (UCDHS) Business Continuity and Disaster Recovery of IT systems	300	4
IT Desktop Support	340	2
IT Asset Management	340	3
Research Administration	450	2
Primate Center	400	1
Business Contracts Administration	300	1
Telecommunications	300	3
Veterinary Medicine Teaching Hospital Billing System	300	2
IT Account Management	100	4

UC Davis – Advisory Services	Hours	Est. Completion Qtr
Student Admissions by Exception	200	3
Student Housing	300	3
Mileage Reimbursement & Travel Approval Process	250	1
Redesign of Shared Service Center	120	3
Veterinary Medicine (Vet Med) Clinical Trial Development	100	4
Intercollegiate Athletics	300	4
ACL Analytics and Development	150	4
IT training/presentation - IT Security Symposium	40	4
Total Planned Hours - UCD	9,190	
UC Irvine (9 FTE) – Audits	Hours	Est. Completion Qtr
Travel & Entertainment	300	1
Critical Infrastructure IT Systems	300	1
Anteater Recreation Center	300	1
Pharmacology	300	1
Disaster Recovery & Business Continuity Planning	300	2
Police Department	350	2
School of Social Ecology	350	2
Medical Center Security and Parking Department	350	2
Compensation (Systemwide)	150	2
Urology	300	3
Recharge Operations	250	3
Annual Review of Executive Compensation (AREC) & Chancellor's Expenses (Systemwide)	200	3
Medical Center Main Cashiering	350	3
Athletics	350	3
Parking & Transportation	350	3
Dermatology	300	4
Emergency Department (with Compliance)	300	4
Electronic Medical Records	400	4
Meaningful Use Incentive Program Phase II	300	4

UC Irvine – Advisory Services	Hours	Est. Completion Qtr
Child Care Services	400	4
Kuali (Kuali Financial System (KFS) & Coeus)	100	4
UC Path	100	4
Payroll Certification System	100	4
Office of Management and Budget (OMB) Uniform Guidance	100	4
International Classification of Diseases (ICD) -10 Readiness	100	4
Continuous Auditing Corporate Card Transactions	75	4
Sundry Debtors	75	4
IT Security Risk Assessment Questionnaire	100	4
Payment Card Industry (PCI) Compliance	50	4
Total Planned Hours - UCI	7,000	
UC Los Angeles (26 FTE***) – Audits	Hours	Est. Completion Qtr
Lu Valle Commons Store	220	4
Operations Division: Food Service Operations	240	4
South Division: Court of Sciences Center & Café Synapse	100	4
Publications Accounting	220	4
Main Cashier's Office	120	4
Cash Count Verifications	60	4
Ratex Point of Sales System	240	4
Central Warehouse Inventory Review	400	3
Project Estimation Process	400	3
Custodial Services Review	350	1
Key Security	300	1
Fund Management	350	1
Personnel / Payroll Review	350	2
Contract Management	400	1
Fleet and Transit (F&T) - Recharge Audit	280	2
Parking Citation Contract Review	325	1
Events and Transportation (E&T) - Cashiering	340	3

*** Incorporates recharge model

UC Los Angeles – Audits	Hours	Est. Completion Qtr
Vanpool Program	160	1
UCLA Events Office	225	2
Housing and Hospitality Services (H&HS) - Access Controls	320	3
H&HS - Information Technology Equipment Inventory	240	3
H&HS- Construction	365	1
H&HS- Assignments	365	3
On-Campus Housing (OCH) - Food Inventory	420	3
University Apartments (UA) - Maintenance Shop	420	2
University Guest House	240	1
Campus Service Enterprises (CSE) - Asset Management	520	2
Information Technology Services (ITS) - Recharges	375	1
ITS - Enterprise Exchange	375	4
ITS-Technology Infrastructure Fee (TIF)	200	2
ITS-Technology Infrastructure Fee-Allocation to Contract and Grants	200	3
Central Ticket Office (CTO) - Ticket Inventory	255	3
UC Police Department (UCPD) - Records Management	275	2
UC Police Department (UCPD)- Travel and Accounts Payable	325	1
Human Resources and Payroll Center - South	500	2
Annual Review of Executive Compensation (AREC) (Systemwide)	400	3
Chancellor's Expenses (G-45) (Systemwide)	200	4
Compensation (Systemwide)	200	3
Foundation	500	1
Athletics	400	4
Lab Safety	300	4
CashNet Process and Reconciliation	400	4
Revenue Cycle - Hospital	1000	3
IT Business Continuity	475	4
Network Clinic 1	425	2
Network Clinic 2	425	3

UC Los Angeles – Audits	Hours	Est. Completion Qtr
Network Clinic 3	425	4
Network Clinic 4	425	4
House Staff Duty Hours (Accreditation Council for Graduate Medical Education (ACGME) Compliance)	400	4
Mobile Device Security	300	3
Rape Treatment Center	550	3
Revenue Cycle - Physician	600	3
Dialysis	450	3
International Relations	450	2
Laundry	400	3
Internal Joint Ventures	400	3
Child Life	376	4
Santa Monica Nutrition Cashiering	400	4
Total Planned Hours - UCLA	20,376	
UC Merced (2 FTE**) – Audits	Hours	Est. Completion Qtr
Construction Project - Science and Engineering II Building	150	2
Athletics (Systemwide)	50	2
Financial Audits (Systemwide)	170	3
Compensation (Systemwide)	150	2
Control over computers, laptops, and mobile devices	200	1
IT Disaster Recovery	200	3
IT Planning - Purchasing IT and Audio Visual Equipment for New Buildings	150	4
General IT controls around internally developed systems	250	4
Laboratory Safety	200	4
Financial Review of Recharge Rates	200	1
Payroll Processing - Review of processing by different payroll groups	200	3
Travel and Entertainment Card Review	125	1

** Plus contracted resources

UC Merced – Advisory Services	Hours	Est. Completion Qtr
Early Childhood Education Center	100	2
Payroll Processing - Student Employees	100	2
Review of Management Service Officer (MSO) Responsibilities	100	2
Vice Chancellor (VC) Student Affairs Transition Review	125	1
Total Planned Hours - UCM	2,470	
UCOP (1.5 FTE UCOP staff plus co-sourced auditors) – Audits	Hours	Est. Completion Qtr
UCOP Executive Compensation (Systemwide)	100	4
UCOP Remote Facilities – Center Sacramento	250	3
ANR 4-H Cash Review	100	1
ANR Research and Extension Center (REC) Review	150	1
Innovation Alliance Services (IAS) Cash Controls Review	100	3
UCOP – Advisory Services	Hours	Est. Completion Qtr
Research Grants Program Office (RGPO) System Implementation Advisory Assistance	100	4
Office of General Counsel (OGC) eBilling System Advisory Assistance	100	4
Agriculture and Natural Resources (ANR) Financial System Feasibility Study	400	2
ANR Cooperative Extension Support Costs	300	2
ANR Data Analytics Assistance	100	4
Business Resource Center (BRC) Data Analytics Assistance	100	4
Total Planned Hours - UCOP	1,800	
UC Riverside (5 FTE) – Audits	Hours	Est. Completion Qtr
Payment Card Industry (PCI) Compliance	240	1
Temporary Employees	330	1
Campus Human Resources (HR) functions	270	1
School Of Business Administration (SOBA)	330	2
Agricultural Operations	290	2
Mobile Device Security (IT)	230	4
School of Medicine (IT)	230	3

UC Riverside – Audits	Hours	Est. Completion Qtr
Compensation (Systemwide)	240	3
Athletics (Systemwide)	105	2
Environmental Health & Safety Program (EH&S) Program	220	4
Physical Safety & Security	220	2
Graduate Student Association	220	4
Annual Review of Executive Compensation (AREC) (Systemwide)	105	4
Sociology Cluster	220	4
Chemistry	270	3
Annual Analytic Review & Fraud Detection	680	4
UC Riverside – Advisory Services	Hours	Est. Completion Qtr
Student Information System (SIS) Replacement project (IT)	120	4
Major Campus systems New Graduate Student Information System (GSIS)	50	4
Major Campus systems Time And Reporting System (TARS)	50	4
Major Campus systems (Capital programs)	50	4
Major Campus systems (Academic Personnel System)	50	4
School of Medicine	310	4
UC Path	210	4
Athletics Aspire Agreement	150	3
Patent Expenses	150	3
Early Academic Outreach Program	90	4
Total Planned Hours - UCR	5,430	
UC Santa Barbara (6.75 FTE) – Audits	Hours	Est. Completion Qtr
Integration and Control of Auxiliaries - Phase 1	150	1
Assessment of Campus Policies and Procedures	100	1
IT: Information Security - Desktop Practices	350	1
IT: Enterprise and Campus-wide IT Project Costs	350	1
Intercollegiate Athletics - Camps and Clinics	250	1

UC Santa Barbara – Audits	Hours	Est. Completion Qtr
Integration and Control of Auxiliaries - Phase 2	300	1
Intercollegiate Athletics and Department of Recreation: Procurement and Contracting	300	2
IT: Financial System Implementation Project (FSIP): Limited Scope Progress Review	200	2
IT: Financial System Implementation Project (FSIP): Phase I Post Implementation Internal Control Review	250	2
University Center (UCen) Internal Control Review	250	2
Graduate Financial Aid and Graduate Student Fee Remission	350	2
Executive Compensation: Chancellor’s Expenses G-45 (Systemwide)	100	3
IT: Information Security	200	3
Athletics (Systemwide)	50	3
Compensation (Systemwide)	150	3
University Inventories - Audit Follow-up Review	225	3
Payroll: Special Appointments, Contract Employees, and Volunteers	250	4
IT: Student Information Systems (SIS) Modernization: Limited Scope Progress Review	150	4
Sponsored Projects - Cost Sharing	250	4
Delegated Procurement	250	4
UC Santa Barbara – Advisory Services	Hours	Est. Completion Qtr
IT: Financial System Implementation Project (FSIP) : Roles and Profiles	200	1
IT: Kronos Electronic Timekeeping - Post Implementation Best Practices	300	1
Succession Planning - Advisory Report on Department Practices	200	2
IT: Enterprise Systems Implementation - As-Needed Project No. 1	150	4
IT: Enterprise Systems Implementation - As-Needed Project No. 2	150	4
IT: Financial Aid System Implementation - As-Needed Project	200	4
IT: UC Path Implementation Support	200	4
Data Analytics Program - Development and Collaboration	200	4
Outreach, Training, and Presentations	200	4
Total Planned Hours - UCSB	6,275	

UC Santa Cruz (4 FTE) – Audits	Hours	Est. Completion Qtr
Athletics (Systemwide)	50	2
Annual Review of Executive Compensation (AREC) and Chancellors Expenses (G-45) (Systemwide)	200	3
Compensation (Systemwide)	150	4
Intellectual Property Security	425	4
Service Contracts Administration	425	2
Contracts and Grants Administration	450	3
IT Physical Security	400	4
Endowment Administration- Donor Intent	375	2
ProCard Review	325	3
Use of Policy Exceptions	225	4
Employee Termination Checkout Process	227	4
UC Santa Cruz – Advisory Services	Hours	Est. Completion Qtr
Website Management	150	4
National Collegiate Athletic Association (NCAA) Report Annual Review	60	2
Business & Administrative Services (BAS) Process Streamlining	125	4
Total Planned Hours - UCSC	3,587	
UC San Diego (17.2 FTE) – Audits	Hours	Est. Completion Qtr
Laboratory Safety – Chemical Safety	300	4
Conflict of Commitment/Outside Professional Activities	300	2
Joint Ventures/Affiliations	300	3
Information Technology Governance and Planning	300	1
Gift Fund Expenditures	300	4
Fraud Detection/Continuous Monitoring	300	1
Information Technology Security (Systemwide)	200	3
Student Health Services (Systemwide)	200	3
MyTime Entry (On-line Timekeeping)	300	1

UC San Diego – Audits	Hours	Est. Completion Qtr
Financial Audits (Systemwide)	200	3
Bioengineering	300	2
Marine Facility/Shipboard Technical Support	300	2
Clinical Research Billing Systems	300	4
Surgical Pathology Billing Review	300	2
Epic Charge Router	300	3
Surgical and Perioperative Services (Epic OpTime)	300	4
Enterprise Security – Phase II	300	4
Charge Description Master: Research Rate Review	300	1
Claim Denial Management	300	3
Faculty Compensation	300	4
Vendor Hosted Applications	300	1
Collective Bargaining Agreements Terms	300	2
Skaggs School of Pharmacy and Pharmaceutical Sciences Executive Accounts	300	1
Health System International Patient Services Program	300	3
Department of Reproductive Medicine	300	2
UC San Diego – Advisory Services	Hours	Est. Completion Qtr
Threat Assessment Team	200	4
Export Controls	200	4
Office of Management & Budget (OMB) Cost Principles - Readiness for Code of Federal Regulations Title 2 (2 CFR)	200	1
Capital Improvement Program	200	3
Cognos Business Intelligence & Reporting	200	2
Review of Annual Report on Executive Compensation (Systemwide)	200	3
Health Sciences Enterprise: Assessment of Fraud Management	200	3
Epic Reporting	200	3
International Classification of Diseases (ICD)-10 Implementation	200	2
Deferred Maintenance –School of Medicine Facilities at Hillcrest	200	1
Total Planned Hours - UCSD	9,200	

UC San Francisco (11 FTE) – Audits	Hours	Est. Completion Qtr
Compensation (Systemwide)	150	3
Annual Report of Executive Compensation (AREC) (Systemwide)	150	3
Shared Service Center - Human Resources	250	4
Cash Operations	175	2
School of Dentistry (SOD) - Clinics	300	3
Research Compliance - Export Controls	300	2
Research Compliance - Sub-award monitoring	250	4
School Of Medicine (SOM) - Departmental Reviews	400	2
Facilities Services - Internal Controls Assessment	250	2
Emergency Preparedness	250	2
Clinical Trials - Start Up	300	3
Encryption of Devices	300	1
Cloud Computing	300	3
Clinic Operations	250	4
Office for Civil Rights (OCR) Readiness - Phase II	350	2
Registration - Ambulatory Outpatient Clinics	300	2
Pharmacy - Billing	350	4
Pharmacy - Investigational Drugs	200	2
Hospital Billing - Single Billing Office	300	4
Government Payors - Credit Balances	200	2
Medical Staff Office - System Review	190	1
UC San Francisco – Advisory Services	Hours	Est. Completion Qtr
Enterprise Data Warehouse	75	4
Capital Program Business System	75	3
Continuous Monitoring Program	500	4

UC San Francisco – Advisory Services	Hours	Est. Completion Qtr
Ethics & Compliance Board	60	4
Cell Culture Facilities - Billing	200	3
Mission Bay Closeout	150	3
Graduate Student Compensation	150	4
Total Planned Hours - UCSF	6,725	
All Campuses and Lab Total Planned Hours	84,768	