

## **REPORT DIGEST**

### **CHESTER MENTAL HEALTH CENTER FINANCIAL AND COMPLIANCE AUDIT FOR THE TWO YEARS ENDED JUNE 30, 1993**

#### **FINDINGS, CONCLUSIONS, AND RECOMMENDATIONS**

Our report contains one material finding regarding altered employee time records. Five employees were inappropriately credited with working a total of 58 days when they were, in fact, not at the facility. The records were altered with "white-out" to show employees in attendance rather than charged for sick time as originally reported.

Since this incident, Center officials have tightened their procedures but restitution proceedings to recover the \$5,987.43 in salaries due the State have not been instituted nor has the investigation been completed so that proper disciplinary measures can be taken.

Center officials agreed that total resolution must be completed and said they are presently consulting with Department staff to bring this matter to a close.

#### **AUDITORS' OPINION**

Our auditors state that the June 30, 1993 financial statements for the Center's Commissary Fund are fairly presented.

\_\_\_\_\_ WILLIAM G. HOLLAND, Auditor General

WGH:TEE;jr

{Expenditures and Activity Measures are summarized on the reverse page.}

## **SUMMARY OF AUDIT FINDINGS**

Number of This Audit Prior Audit

Audit findings 12

Repeated audit findings 01

Prior recommendations implemented  
or not repeated 21

## **SPECIAL ASSISTANT AUDITORS**

Rice, Sullivan & Co., Ltd. were our special assistant auditors for this audit.

**CHESTER MENTAL HEALTH CENTER**  
**FINANCIAL AND COMPLIANCE AUDIT**  
**For The Two Years Ended June 30, 1993**

<b>EXPENDITURE STATISTICS</b>	<b>FY 1993</b>	<b>FY 1992</b>	<b>FY 1991</b>
<b>●Total Expenditures (All Funds)</b>	<b>\$18,307,301</b>	<b>\$17,534,504</b>	<b>\$17,267,646</b>
<u>OPERATIONS TOTAL</u>	\$18,302,501	\$17,530,704	\$17,262,746
% of <b>Total</b> Expenditures	99.97%	99.98%	99.97%
Personal Services	\$14,956,744	\$14,264,115	\$14,010,165
% of Operations Expenditures	81.72%	81.37%	81.16%
Average No. of Employees	467	472	477
Other Payroll Costs (FICA, Retirement)	\$1,645,462	\$1,561,572	\$1,590,751
% of Operations Expenditures	8.99%	8.91%	9.21%
Contractual Services	\$1,038,421	\$1,012,397	\$947,697
% of Operations Expenditures	5.67%	5.77%	5.49%
All Other Operations Items	\$661,874	\$692,620	\$714,133
% of Operations Expenditures	3.62%	3.95%	4.14%
<u>GRANTS TOTAL</u> (Living Skills Program)	\$4,800	\$3,800	\$4,900
% of <b>Total</b> Expenditures	.03%	.02%	.03%
<b>●Cost of Property and Equipment</b>	<b>\$12,766,560</b>	<b>\$12,600,016</b>	<b>\$11,967,668</b>

<b>SELECTED ACTIVITY MEASURES</b>	<b>FY 1993</b>	<b>FY 1992</b>	<b>FY 1991</b>
<b>●Average Number of Residents</b>	322	312	319
<b>●Ratio of Employees to Residents</b>	1.45	1.51	1.50
<b>●Cost Per Year Per Resident</b>	\$56,855	\$56,200	\$54,131
<b>●National School Lunch Program</b>	\$0	\$0	\$0

<b>FACILITY DIRECTOR(S)</b>
During Audit Period: Stephen L. Hardy, Ph.D., Facility Director Currently: Stephen L. Hardy, Ph.D., Facility Director