• Lions, Tigers and Auditors…Oh My!  
  *Presented by Internal Audit & Compliance*

• Code of Conduct Roundtable Discussion  
  *Facilitated by Compliance Office*

• Exempt PTO Management & Demonstration  
  *Presented by Cathy Dillingham*

• Journal Entry Training Development  
  *Presented by Jennifer Killingsworth*
Lions, Tigers, and Auditors... Oh My!

Yates Lackey, Chief Audit and Compliance Officer
Rhett Johnson, Director of Internal Audit
JT Moser, Director, Compliance and Privacy
Mary Truell, Compliance Communication and Education Specialist
Internal Audit and Compliance Office

- Provide independent oversight on both WFU campuses
  - University
  - Medical Center

- Independence
  - Administratively reports to Drs. Hatch and McConnell
  - Directly reports to the WFU, WFBMC, WFUHS & NCBH Boards’ Audit and Compliance Committees
Office areas of focus
- Internal Audit
- University Compliance
- Hospital Compliance
- Physician Compliance
- Research Compliance
- Privacy
- Conflict of Interest

Identify opportunities to share resources across campuses

Enterprise Risk Management
Internal Audit

Rhett Johnson
Why Internal Audit?

- History
- Charter
- Audit Committee
- Standards
I'll make your life miserable! I'll thwart your every move!

Hi. I'm the new sadist.

What happened to the old one?

He went to sadist paradise.

The auditing department?
Organization

- Three Sections
  - I.T. Audit
  - Financial Audit
  - Operational Audit

- Skill sets/professional certifications

- Compliance overall
Partnerships

- Financial Services
- Human Resources
- Information Services
- Business managers/staff
- Provost, Legal, Research, Athletics
- And the rest of WFU!
Objectives

- Evaluate internal controls
- Protect assets
- Ensure compliance
- Promote efficiency and effectiveness
- *Not* make policy or operational decisions
Annual Selection of Risk Areas

- Risk assessment
- Core areas
- $\$, peers, regulatory, judgment, last audit
- Other IA activities:
  - Consulting
  - Investigations
  - Requests
Audit Process

- Planning
- Fieldwork
- Reporting
Recent Projects

- Banner module controls
- Authentication directories
- Reynolda House
- Payroll $$ compensation
- Executive travel
- Purchasing
- Cash
- ERM themes
COSO Control Framework

- Essential elements:
  - Control environment
  - Risk assessment
  - Control activities
  - Information and communication
  - Monitoring
Internal Controls

Definition
- Processes
- Owned by whom? (Management)
- Provides *reasonable* assurance
- To achieve objectives
What is NOT an internal control?

- Reconciliations
- Segregation of duties
- Policies and procedures
- Network or application sign-on/password
- Trust
Managing Risks

High

RISK LEVEL

Low

CONTROL LEVEL

Low

High

Improve

Accept

Monitor

Optimize
Professional Skepticism

IS THIS NUMBER ACCURATE? IT SEEMS LOW.

WHY ARE YOU ATTACKING ME? STOP ATTACKING ME!

I THINK THE NUMBER IS LOW.

IT'S TOO LATE TO APOLOGIZE. NOW I HATE YOUR GUTS.
Going Forward

- Working together
- Best practices/sound controls structure
- *Continuous* improvement
- Achievement – Mission of WFU
University Compliance

JT Moser & Mary Truell
Compliance Efforts at WFU

- Past Compliance efforts and presence
- What does Compliance look like at WFU?
- Re-energized efforts
- Projected involvement
Code of Conduct

- History of our Code
- Plans for redesign
- Your input
Hotline

- Shared Hotline service
- Use and utility of Hotline
- How we handle reports
- Types of issues received

1-877-880-7888
www.tnwinc.com/reportline
Exempt PTO Management & Demonstration

PRESENTED BY CATHY DILLINGHAM
WAKE FOREST UNIVERSITY
JOURNAL ENTRIES

<table>
<thead>
<tr>
<th>Seq. No.</th>
<th>Chart</th>
<th>FUND ORGANIZATION ACCT</th>
<th>ACTIVITY LOCATION</th>
<th>DEBIT</th>
<th>CREDIT</th>
<th>LINE DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>21</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>23</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>24</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>25</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ENTRY MUST BE 25 LINES OR LESS AND DOCUMENTATION MUST BE ATTACHED TO BE PROCESSED

Hash Total: #VALUE!
(Total Debits plus Total Credits ignoring signs)
Prepared By:
Phone #
Date Prepared:
Approved By:
Date Submitted:

Gray areas are for Reporting’s use only

ENTRY MUST BE 25 LINES OR LESS AND DOCUMENTATION MUST BE ATTACHED TO BE PROCESSED
Journal Entry Training Development

PRESENTED BY JENNIFER KILLINGSWORTH