

Management and Accountability
Carol Cortes, Deputy Superintendent

**SUBJECT: INTERNAL AUDIT REPORT – REVIEW OF THE DISTRICT’S INTERNET
EMPLOYEE BENEFITS ENROLLMENT, SEPTEMBER 2001**

In accordance with the Audit Plan for the 2001-02 Fiscal Year, the Office of Management and Compliance Audits reviewed the school system’s Internet/Interactive Voice Response (IVR)-based employee benefits open enrollment process. The review covered the open enrollment period for employee benefits effective January 1, 2001 through December 31, 2001. The review concluded that the Office of Risk and Benefits Management has performed adequately to ensure approved benefit options are provided to eligible School Board employees; however, there are various recommendations, including the issuance of a Request for Proposals once the contract expires with the current plan manager, that the administration has agreed to implement.

In accordance with the procedures for the Office of Management and Compliance Audits, the Internal Audit Report – Review of the District’s Internet Employee Benefits Enrollment, September 2001 is submitted to the School Board. The School Board Audit Committee reviewed the audit report at its September 25, 2001 meeting and will submit its recommendations to the School Board and the Superintendent of Schools by October 17, 2001.

Copies of this report will be distributed to School Board Members, the Superintendent of Schools, and appropriate district staff and will be placed on file in the Office of the Recording Secretary to the School Board and in the Citizen Information Center.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, receive and file the Internal Audit Report – Review of the District’s Internet Employee Benefits Enrollment, September 2001, presented by the Office of Management and Compliance Audits.