

Anderson County EMS Operational & Financial Audit  
Situation/Progress Report

**Submitted By:** Fitch & Associates, LLC  
**To:** Mr. Randy Walters  
Assistant to Finance Director  
**Date:** November 9, 2017  
**Report Period:** Two-week Period: Oct. 27 to Nov. 9, 2017



**Current Action Objective(s):**

- Employee Survey
  - The survey will close at midnight on Fri., 11/10
  - A reminder e-mail was sent out on Mon., 11/6
  - As of Tues., 11/8, there are 38 completed surveys
  - Invitations to 78 employees were sent from generic Fitch e-mail
  - Upon closing, data points will be summarized and summaries of narratives will be developed
- Continue work on claims review and analysis
- Schedule and prepare for on-site visit

**Actions Taken:**

- Claims review processes are ongoing
- Consultants continue to review Anderson EMS monthly uploads to ShareFile that include emergency response, time on task, unit hour utilization, transport tracking and other analysis
- Continuous work on impressions and summaries of call data, response times and financial information
- Consultant team conference calls re project progress and needs

**Summary/Outcomes:**

- Employee Survey launched to 78 employees
  - Closing date midnight, 11/10
- Transport claims review is progressing
- Financial review progressing
- Operational data will be merged with financial review to identify trends

**Next Steps, Projected Objectives:**

- Confirm up dates for on-site visit
  - Confirm interview list with County point of contact
- Develop internal objectives for the on-site visit
- Continue billing claims review
- Begin to summarize and merge financial and operational data points
- Provide final work plan timeline

**Outstanding Issues, Assistance Required**

- None at this time