

CLINTON-GLEN GARDNER BOE-01900910 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool	Verification		209	12/21/2018	CAP Accepted

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Corrective Action History	CAP Accepted Kristin Lawton 12/21/2018 01:14 PM	CAP Accepted			
	CAP Submitted BERNADETTE WANG 12/21/2018 12:43 PM	<p>The school will implement the following actions:</p> <ul style="list-style-type: none"> • <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> The responsible admin will review the presentation on verification process to ensure understanding of the steps and selection criteria. • <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> The key points of what the selection criteria for error prone application will be written as part of the required documentation to be followed at the time of verification. • <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Once the responsible admin select the application for review, another independent person will verified the criteria used for the selection is in agreement with the procedures set. <p>Effective for December 21, 2018.</p>			
	Flagged Kristin Lawton 11/21/2018 03:16 PM	Applications selected for verification must be chosen randomly from error prone applications. If there are not enough error prone applications to meet the required sample size, the SFA must randomly select additional approved applications to meet the required number. Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			

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Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool	Certification and Benefit Issuance		128	12/21/2018	CAP Accepted
	CAP Accepted Kristin Lawton 12/21/2018 01:14 PM	CAP Accepted			

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<p>Corrective Action History</p>	<p>CAP Submitted BERNADETTE WANG 12/21/2018 12:46 PM</p>	<p>CPS will have documented guidelines in place where the responsible admin will follow when calculating the income that has to be annualized. Just as noted above in the corrective action comment, the documentation will stipulate, if the applicant's amount indicate anything other than the annual come, please follow the calculation listed:</p> <ul style="list-style-type: none">• If the applicants indicate WEEKLY amount, this should be multiply by 52 to reflect annualized total.• <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> If the applicants indicate BI-WEEKLY amount, this should be multiply by 26 to reflect annualized total.• <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> If the applicants indicate BI-MONTHLY amount, this should be multiply by 24 to reflect annualized total. <p>The income calculation will be verified by someone other than the initial responsible person and sign off for accuracy.</p> <p>Effective for December 21, 2018.</p>
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	Flagged Kristin Lawton 11/21/2018 03:16 PM	If two or more income frequencies are reported on the application, income must be annualized by the determining official, using the following formulas: Weekly x 52 Every 2 weeks x 26 Twice a month x 24 Explain, in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.
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