



COLLIN COUNTY

OFFICE OF COUNTY AUDITOR
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February 24, 2025

Candy Blair
Health Care Administrator
825 N. McDonald Street, Suite 130
McKinney, Texas 75069

In accordance with Local Government code 114.043 and 115.002(b), a First Quarter 2025 Cash Count and Monthly Reporting Compliance Audit of the Healthcare department was conducted. The following procedures were performed:

- Counted all funds on hand and verified with the amount on the Cash Till Report.
- Counted the change fund and verified the amount with the General Ledger balance.
- Reviewed checks for endorsement and proper date.
- Reviewed the procedures for safeguarding the funds collected.
- Verified the contents of the safe.
- Verified that monthly reports were submitted to the Auditor's office by the 15th calendar day of each month.

Refer to the Compliance Audit Report Summary for the results of the audit.

The time and assistance provided by the Healthcare Director and staff is greatly appreciated.

Sincerely,

Kristine Malone

Kristine Malone
County Auditor



Collin County Auditor
Compliance Audit Report Summary

Auditee: Healthcare

Audit Period: First Quarter FY2025

Cash Count

Yes No

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A. The office is following the check endorsement policy.

Comments:

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B. The total amount counted matches the total amount on Till Report.

Comments: Cash drawer counted was \$80.00 over the total receipted.

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C. The cash drawer change fund counted agrees with General Ledger.

Comments:

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D. Cash, checks, and receipts are kept in a secure place.

Comments:

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E. The contents of the safe were verified.

Comments:

Recommendation: All funds should be receipted and deposited immediately.

Response: From: Taylor Burton tburton@co.collin.tx.us

Sent: Friday, January 17, 2025 10:26 AM

Subject: Re: Healthcare- Compliance Audit Follow-up- Q1FY2025

Good morning [REDACTED],

Management at Health Care Services will meet with the employee to reinforce the existing policy that batch/cash closing procedures must be followed every day and that cash from a previous day may never be kept in an employee's cash bag.

Thank you,

Taylor Burton, MPH

Assistant Public Health Director

Collin County Health Care Services

2/15/2023

Monthly Reports**Yes****No**☒

A.

Signed by the appropriate official and submitted by the 15th calendar day of the subsequent month.

Comments:**Recommendation:** N/A**Response:** N/A