Seattle Children's® HOSPITAL • RESEARCH • FOUNDATION | Healthcare System

Seattle Children's Healthcare System
Corrective Action Plan
Year Ended: September 30, 2024
Contact: Chris Pizzichemi, System Controller
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FINDING 2024-001:

The entity did not have a control in place to review cost transfers to federal awards to ensure the entity followed the appropriate procurement policies for these costs. Without adequate controls over cost transfers, there is an increased risk of non-compliance with procurement policies.

Corrective Action Plan:

Management will design and implement a control to review cost transfers from non-federal awards to federal awards to ensure we follow our procurement policies. This will be achieved by adding a new step to the non-payroll cost transfer form that requires the requestor to include a copy of the Procurement authorization form if the procurement policies apply. The Procurement authorization form documents the process, rationale, and justification for procurements. If the purchase being transferred did not go through the appropriate procurement procedures at the time of purchase, then the transfer from the non-federal award to the federal award will not be allowed. Management will also provide additional training around procurement and our related policies and ensure staff involved in this area are aware of the new step embedded in the non-payroll cost transfer form.

Remediation Date:

July 2025