

**BACKGROUND**

To comply with the Management and Budget Act (MCL 18.1101 through 18.594), the department director is responsible for initiating investigations into any irregularities or discrepancies involving public funds or property. The Office of the Inspector General (OIG) conducts investigations.

**EMPLOYEE  
RESPONSIBILITY**

Department personnel must to report any irregularities or discrepancies to the department director.

In addition, report suspected fraud, with identified irregularities or discrepancies, directly to the Office of the Inspector General.

**OIG REPORTING**

If criminal activity is identified, regardless of dollar amount, OIG will prepare a letter for the department director who shall, according to the Act, immediately notify the Governor, Attorney General, and Auditor General and send a copy of the notification to the Bureau of Audit.

**CORRECTIVE  
ACTION PLANS**

The Bureau of Audit requests the Office of the Inspector General to provide additional information regarding the alleged employee wrongdoing. Based on the information received, Bureau of Audit determines if a corrective plan is needed or if existing internal controls worked as intended (for example a data match identified the employee wrongdoing).

If a corrective action plan is required, the Bureau of Audit requests the appropriate Michigan Department of Health and Human Services (MDHHS) organizational unit to prepare a corrective action plan to mitigate the identified risk. The corrective action plan is sent to the appropriate officials identified in the Act. The Bureau of Audit enters the deficiency and corrective action plan in the DHS audit tracking system to monitor the status of corrective implementation.

For more information, contact the Office of the Inspector General.