

Show with Out of Compliant Responses

## CHF Audit - Vehicle Entries

### Section: Vehicle Entries

#### Section Instructions:

Please answer the questions for each Vehicle record provided by your auditor.

#### 1). Please enter the LEADS number of the Vehicle record being reviewed.

##### 1). Documentation: Does supportive documentation exist for this entry and is it available 24/7?

Yes

No

##### 2). Timeliness: Compare the date/time indicated in the supportive documentation and the date/time (DTE and TME) indicated in the CHF entry. Was this record entered as soon as there was adequate information to make the entry?

Yes

No

##### 3). Completeness: Compare this entry to its supportive documentation. Do the identifiers in the entry match those in the case report (VCO, VYR, VMA, VMO, VST, LIC, VIN, etc.)?

Yes

No

##### 4). Accuracy: Was this entry checked for accuracy and completeness by a second party within 24 hours of entry?

Yes

No

#### 2). Please enter the LEADS number of the Vehicle record being reviewed.

##### 1). Documentation: Does supportive documentation exist for this entry and is it available 24/7?

Yes

No

##### 2). Timeliness: Compare the date/time indicated in the supportive documentation and the date/time (DTE and TME) indicated in the CHF entry. Was this record entered as soon as there was adequate information to make the entry?

Yes

No

##### 3). Completeness: Compare this entry to its supportive documentation. Do the identifiers in the entry match those in the case report (VCO, VYR, VMA, VMO, VST, LIC, VIN, etc.)?

Yes  
No

**4). Accuracy: Was this entry checked for accuracy and completeness by a second party within 24 hours of entry?**

Yes  
No

**3). Please enter the LEADS number of the Vehicle record being reviewed.**

**1). Documentation: Does supportive documentation exist for this entry and is it available 24/7?**

Yes  
No

**2). Timeliness: Compare the date/time indicated in the supportive documentation and the date/time (DTE and TME) indicated in the CHF entry. Was this record entered as soon as there was adequate information to make the entry?**

Yes  
No

**3). Completeness: Compare this entry to its supportive documentation. Do the identifiers in the entry match those in the case report (VCO, VYR, VMA, VMO, VST, LIC, VIN, etc.)?**

Yes  
No

**4). Accuracy: Was this entry checked for accuracy and completeness by a second party within 24 hours of entry?**

Yes  
No

**4). Please enter the LEADS number of the Vehicle record being reviewed.**

**1). Documentation: Does supportive documentation exist for this entry and is it available 24/7?**

Yes  
No

**2). Timeliness: Compare the date/time indicated in the supportive documentation and the date/time (DTE and TME) indicated in the CHF entry. Was this record entered as soon as there was adequate information to make the entry?**

Yes  
No

**3). Completeness: Compare this entry to its supportive documentation. Do the identifiers in the entry match those in the case report (VCO, VYR, VMA, VMO, VST, LIC, VIN, etc.)?**

Yes  
No

**4). Accuracy: Was this entry checked for accuracy and completeness by a second party within 24 hours of entry?**

Yes  
No

**5). Please enter the LEADS number of the Vehicle record being reviewed.**

**1). Documentation: Does supportive documentation exist for this entry and is it available 24/7?**

Yes  
No

**2). Timeliness: Compare the date/time indicated in the supportive documentation and the date/time (DTE and TME) indicated in the CHF entry. Was this record entered as soon as there was adequate information to make the entry?**

Yes  
No

**3). Completeness: Compare this entry to its supportive documentation. Do the identifiers in the entry match those in the case report (VCO, VYR, VMA, VMO, VST, LIC, VIN, etc.)?**

Yes  
No

**4). Accuracy: Was this entry checked for accuracy and completeness by a second party within 24 hours of entry?**

Yes  
No