INTERNAL AUDIT REPORT

DOMESTIC VIOLENCE AUDIT: ASSESSMENT, COLLECTION, AND DISTRIBUTION OF DOMESTIC VIOLENCE FINES & FEES

MARCH 2004

ADMINISTRATIVE OFFICE OF THE COURTS

FINANCE DIVISION
INTERNAL AUDIT SERVICES

track and report on the fees and fines imposed on cases and any waivers or reductions of those fee and fines. Also, courts should work with the other criminal justice partners to determine how to implement a system to track the status of victim restitution orders and actions taken by the Adult Probation Department and Department of Revenue.

Recommendation 6:
Implement a quality assurance process to improve the accuracy of the data entry of fees and fines into the case management system.

Discussion: During our review of one court, we noted an entry error rate of 23% (18 out of 79) for felony case and 7% (8 out of 108) for misdemeanor cases. For all fees and fines except victim restitution orders, if the fee/fine is not entered into the case management system, the County's Department of Revenue will not include the fee/fine in the amount to be collected from the defendant. An on going part of the AOC's Internal Audit Services testing will include domestic violence testing and reporting to monitor corrective measures being implemented.