

## **AUDIT COMMITTEE SUMMARY**

Audit of San Antonio Metro Health Department  
COVID-19 Response Expenses  
Report Issued August 24, 2021

### **Audit Objective**

Determine if San Antonio Metro Health Department is accounting for COVID-19 response expenses appropriately and accurately.

### **Background**

The San Antonio Metropolitan Health District (SAMHD) has played an instrumental role in helping to manage the COVID-19 pandemic and response efforts. A key component of managing the spread of communicable disease and reduce the spread of infection is through case investigation and contact tracing programs. SAMHD initially provided case investigation services and worked with contractor emocha Health to provide contract tracing services at the onset of the pandemic. Shortly after, the Texas Department of State Health Services (DSHS), with vendor Salesforce, developed Texas Health Trace (THT), a software system to manage case investigation and contact tracing activities. In August 2020, SAMHD contracted with the UT Health Science Center School of Public Health (School of Public Health) to provide case investigation services, with the option to perform contact tracing at the request of SAMHD.

### **Scope and Methodology**

The audit scope included CARES Act expenditures and case investigations from January 2020 to March 2021. We conducted an analysis of case investigation data. We reviewed for adequate protections against Health Insurance Portability and Accountability Act (HIPAA) violations. In addition, we reviewed payments to contractors for case investigation services for accuracy and timeliness. We also reviewed for adequate tracking of reimbursable CARES Act funding. Finally, we reviewed for appropriate and adequate tracking of payments to vendors for goods and services.

### **Conclusions**

SAMHD is accounting for COVID-19 response expenses appropriately and accurately. SAMHD have controls in place that ensure payments to case investigation services were accurate and timely. In addition, payments for COVID-19 related goods and services were accurate and appropriate. Additionally, SAMHD have adequate controls to ensure hours worked directly on COVID-19 response duties were appropriately tracked. Also, contracts were appropriately approved. Finally, staff had attended the required HIPAA training and overall user access was appropriate.

As we had no findings, we made no recommendations.