

## HARMONY BD OF ED-04102040 - Corrective Action Report (Detail)

**Note:** The corrective action plan is required to correct any violation identified under the Administrative Review and must be applied to all schools in the SFA, as appropriate, to ensure that previously deficient practices and procedures are revised system-wide.

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	HARMONY BD OF ED-04102040	137	06/03/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Katie Hunter 05/24/2024 01:01 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by RACHELLE TJALMA 05/24/2024 11:56 AM				
	Date of implementation added to SFA-1 tab for all 3 siblings. Thanks!				
	Corrective Action Plan: Rejected by Katie Hunter 05/24/2024 11:37 AM				
	<p><b><u>Correct the errors indicated and record the date of correction in the CA and on the SFA-1</u></b></p> <p>The SFA did not record date of corrections on each individual student application error in the SFA-1 tab as instructed previously. Please complete the SFA-1 Tab to close our the Corrective Actions and resubmit this Corrective Action Plan once SFA-1 comments with date of implementation has been completed.</p>				
	Corrective Action Plan: Submitted by RACHELLE TJALMA 05/22/2024 01:24 PM				
	All applications and DC are recorded on the MEL and then input in the Genesis system which nightly updates the POS system. The change from reduced by application to free through DC was inadvertently missed and not updated in the Genesis system after the MEL was updated. The system was corrected on 5/2/24 for the 3 siblings (student ID 2036013, 2038015 and 2034090). In the future, the MEL will be reconciled to the Genesis system at least monthly to be sure no mid year changes to students status are missed.				
	Flagged by Katie Hunter 05/03/2024 02:38 PM				
	<p>Eligibility determinations must be correctly transferred from the source document (applications, DC documentation) to the benefit issuance documents (e.g. tickets, master eligibility list, rosters, POS system). A test of the benefit issuance system compared to the benefit issuance documentation reviewed indicated certified eligibility was transferred incorrectly. All discrepancies were recorded on the Eligibility Certification and Benefit Issuance Error Worksheet (SFA-1). <b><u>Correct the errors indicated and record the date of correction in the CA and on the SFA-1.</u></b> Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Corrective Action must be applied SFA-wide. Indicate the date of implementation.</p>				

### **Report Selections**

Flagged, CAP Submitted, CAP Rejected, CAP Accepted, CAP Removed, Problem resolved, Re-Flagged