



NEW YORK REPORTS

GOLD AWARD CHAPTER

September 2003



Dear Colleagues:

Welcome to our first Fall edition of the newsletter. A lot has been going on in the New York area: weather is turning cooler, football has begun (for Jet fans not so well), NYC folks had some fun in Central Park with Dave Matthews, Yankees playoff season kicks in, and hopefully the hurricane season leaves us alone. What else do you want out of life? If you are looking for some training we certainly have a lot of options in October. The following are the details:

- October 10 - Richard Stohl from Courtenay Thompson and Associates will conduct the workshop session on "How to Audit Health Benefits Administration". Howard Johnson, from Lowes Corp., will be our luncheon speaker on the topic of leading an audit staff- 2003 and beyond. We will also honor the recent recipients of the CIA and associated exams at our lunch.
- October 14 - Baruch Colleges Center for Financial Integrity will be hosting a joint session for IIA and Financial Executive Institute (FEI) members. Representatives from both organizations will be part of a panel discussing the rippling effects on the external auditor relationship due to Sarbanes implementation.
- October 20-23 - The IIA is coming to town to present an IIA Focused Conference: New Challenges, New Solutions. Location- Intercontinental The Barclay Hotel in New York City. Please support this timely conference which will provide the specific steps and hands on solutions you need to clear the hurdles of Sarbanes-Oxley, achieve compliance, and improve corporate accountability. Register directly with IIA -International. New York Chapter members receive a \$200 discount and there is a free post conference roundtable for attendees. For more information to http://www.theiia.org/ia/training_events.cfm
- October 28-30- IIA - Quality Auditing Services Group course entitled "Quality Assessment

Internal Assessor/Validator". The three-day course covers all aspects of quality assessment, emphasizing the new external assessment approach of self-assessment with independent verification. The course includes an examination that upon completion affords attendees with an accreditation recognizing them as competent to act as an independent validator of a properly conducted and document self-assessment. Register early because the class size is limited to 25 students.

Since I started writing the Presidents Message I noticed that each month contains a quote circling around the topic of volunteerism and the opportunity volunteering brings to the table at improving skills not practiced elsewhere. Well, I caution you that not all volunteer responsibilities are suited for all people. Get involved but pick the right spot. As Paul Dickson said "*never try to teach a pig to sing, it wastes your time and it annoys the pig*".

Hope to see you all at one or more of our upcoming events. Enjoy. Until next month

Thomas G. Woods, President
IIA New York Chapter



Luca Papoto VP Professional Development

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October 10, 2003 - Workshop - Health Care Costs

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Editor's Note:

The first Fall edition of our newsletter is here and full of informative articles. The September 12th workshop addressed Sarbanes- Oxley (SOX) sections 302 and 404. For those who were unable to attend, we have a summary of the workshop in this edition for you to read. The Luncheon speaker provided insight into Best Practices in Internal Auditing at Continental Airlines, which covered such topics as adding value and, including auditees in the audit process. In addition to identifying areas where high value audit issues might be found, the speaker suggested that we consider ways to rate audit reports and motivate auditors. In his presentation he managed to motivate many of us to attend future luncheons after giving two free airline tickets to an unknowing participant. In this issue, we have also included an article that looks at "Continuous Auditing: Potential for Auditors". This article provides a great deal of information so we have split it into two parts. The remainder of the article will appear in the October issue.

At the October Luncheon, we will be presenting our new CIAs CCSAs CFSAs and CGAPs with their certificates. In this and future editions, we will continue our prior editor's initiative of celebrating people and focus on celebrating the new CIAs and recipients of other IIA certification examination. This issue will spotlight Antonio F. Hung who is also a recipient of the William S. Smith Certificate of Excellence for successfully completing one of the best 5 papers written.

The NY Chapter's CIA examination review class will be offered October 7 through October 10, 2003. As usual I am suggesting that you visit the IIA (<http://www.theiia.org/>) for more information about the Certification Programs, Quality Assurance Review Services, Strategies for Small Audit Shops, etc. The IIA's E-learning program, (<http://www.iaonlinecpe.org/>) offers a wide variety of high quality courses at very reasonable rates. Please visit our website (<http://www.nyiia.org/>) and our national website (<http://www.theiia.org/>) to learn more about the services that are available to you through the IIA and remember to make us part of your professional development

Carol F. McFarlane, CPA, CIA, CISA
Newsletter Co-Chair

The Maritime Chapter is hosting the IIA's 2003 Northeastern Regional Conference.

September 30 - October 1, 2003

The Chapter's program committee has developed a dynamic line of speakers delivering on a diversified list of audit topics.

To explore the schedule of events session topics and speaker bios visit their website,

www.iiahalifax2003.ca

Continuous Auditing: Potential for Auditors (Part One)

By Xenia Ley Parker, CISA, CFSA

The pressure on all auditors to do more with less is increasing. One of the more difficult demands is the call for timely assurance on the internal controls in organizations, and better ways to assess compliance with related policies and procedures. Internal auditors wrestle with how best to help management address new internal control requirements in the U.S. “Public Company Accounting Reform and Investor Protection Act of 2002” (Sarbanes-Oxley Act) Section 404: Management Assessment of Internal Controls:

(a) **RULES REQUIRED**—The Commission shall prescribe rules requiring each annual report required by section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m or 78o(d)) to contain an internal control report, which shall—

(1) State the responsibility of management for establishing and maintaining an adequate internal control structure and procedures for financial reporting; and

(2) Contain an assessment, as of the end of the most recent fiscal year of the issuer, of the effectiveness of the internal control structure and procedures of the issuer for financial reporting.

(b) **INTERNAL CONTROL EVALUATION AND REPORTING.** —With respect to the internal control assessment required by subsection (a), each registered public accounting firm that prepares or issues the audit report for the issuer shall attest to, and report on, the assessment made by the management of the issuer. An attestation made under this subsection shall be made in accordance with standards for attestation engagements issued or adopted by the Board. Any such attestation shall not be the subject of a separate engagement.

One answer many internal audit departments are considering is the use of continuous auditing and management deployment of continuous monitoring as appropriate techniques to assist in addressing the control environment. The Institute of Internal Auditors’ Research Foundation (IIARF) assessed continuous audit’s current state, level of use, tools employed, obstacles, and future potential in a project lead by primary researcher, J. Donald Warren, Jr., Director of the Center for Continuous Auditing, Texas A&M University, and Xenia Ley Parker, Project Director, with the support of the IIARF and its Board of Research Advisors (BORA). Over 160 internal auditors responded to a related survey conducted on the www.theiia.org website. The report, entitled *Internal Audit Use of Continuous Auditing: Current Reality and Future Potential*, will be available through the IIA bookstore this fall.

New Requirements. As regulations require executive management to document the control environment and sign off on the accuracy of information in financial reports, it must enhance corporate accountability through better governance, more inclusive risk management, consistent information security, and reliable, accurate and timely financial and management reporting. Improved solutions to support those efforts are needed. CEOs and CFOs look to internal auditors to assist in a more thorough assessment of the control environment.

More continuous audits can meet the stepped up timetable for control reporting. Discussed for more than 20 years, continuous auditing is gaining acceptance as information systems become more intelligent, faster, more readily linked, and hardware, memory and storage capacity grow in size, power, and speed. All combine to allow better interrogation of electronic files, data analysis, and software monitoring tools. Intelligent modules, embedded in systems or acting as agents called ‘bots’ have become management tools.

Many internal auditors see continuous auditing as inevitable for future auditing of increasingly complex organizations. The “once a year review” at a point in time may no longer be appropriate, so moves toward a continuous model are occurring, although more slowly than one might expect. IIARF survey participants are actively seeking ways to implement continuous auditing. Views on what constitutes a continuous audit include more frequent audits, more intensive use of audit software, and increased implementation of reporting and interrogation tools, data mining, and embedded intelligent monitors.

Impact on internal audit processes and methodologies will be revolutionary as auditors consider continuous techniques – using management reports, and auditing—using tools developed especially for audit – to comply with their internal audit charters. For external auditors to rely on their work may mean new, more formal documentation of internal control compliance.

Definitions. The terms continuous auditing and monitoring are used interchangeably, but they are not the same. The distinction? Monitoring is a management function, and auditing, an audit function. To quote a survey respondent: “Continuous monitoring is management driven and continuous audit is audit-driven. CM is a process used as part of the control structure part of the COSO monitoring role. CA is part of the assurance process an aspect of audit.”

Continuous auditing can be described as any method to perform auditing on a more continuous (unceasing) or continual (highly repetitive) basis. Continuous auditing does not always generate a report. Rather, it is a process that tests transactions based on prescribed criteria, identifies anomalies, and reports them to the auditor for investigation. From an audit perspective, continuous monitoring focuses on the control environment, and not transactions. Continuous monitoring assists management in meeting its fiduciary responsibilities, or the “monitoring” component of the Committee of Sponsoring Organizations (COSO), *Integrated Framework – Internal Control* report. Issued in the early 1990’s, COSO is being updated to add enterprise

risk assessment components, as can be seen on their website, www.coso.org.

Next Steps. Basic issues include lack of agreement on leading or 'best' practices and questions about how to transition to a continuous audit model. In the survey, over 75% of survey respondents said 'yes' when asked if continuous auditing is feasible. However, less than 20% use embedded reports or other technology for continuous auditing today. Internal auditors describe such efforts as mainly in the initial phases, using such tools as ACL (Audit Command Language) to report on areas more frequently. Some said management is not convinced these techniques are appropriate; as with most technology, return on investment (ROI) is not easily demonstrable.

To gain management support, general consensus is needed. Internet access to ever more data and the ability to develop data warehouses with related data mining or interrogation routines is increasing both audit and management interest in these techniques. While such applications are difficult to implement, use of continuous monitoring by management and correlation of data gathered is relatively widespread. In large IT environments whose extremely high volume, high-speed applications cannot be slowed for control purposes, such processes can result more efficient use of resources, and cost savings after the initial investments.

Much like selection of any solution, the first step is to define objectives, priorities and risks, with input from management, users, and the external auditors. To develop the right combination of technology and reporting, the project should be controlled much like any system development effort. To do so effectively, auditors need a thorough understanding of the industry, organization, business processes, internal controls, and current technology-based solutions. Answering seemingly simple questions: "Which analysis tools do we have/can we obtain? Is this right tool?" can be quite difficult. The answers are found as internal auditors define objectives for which audit technology tools will be developed and/or purchased.

Sound planning is essential; the next issue of the IIANY newsletter will continue our look at some of the continuous auditing implementation issues.

On Priorities: Health and Wealth

Submitted by: Elizabeth A. Sullivan, CIA

Smarten Up! Learn for the Cure was a benefit conference presenting financial strategies for the individual. The Answer Factory, an independent provider of financial education programs, worked with the Susan G. Komen Breast Cancer Foundation to coordinate this fundraiser at the New York City Hilton Hotel on the last Saturday of March this year. Susan G. Komen Foundation is a nationally recognized leader in breast cancer research, education and patient support.

Participants listened to and interacted with many of the nation's most popular financial experts. Include in the selection were business journalists and prominent authors.

The Motley Fools of Internet fame provided refreshingly pertinent observations.

The tragic consequences of a major terrorist attack raised our awareness of the folly of placing responsibility for all fiscal matters with one member of the household. Special attention thus is focused on the unique challenges facing today's women. Smarten Up! Learn for the Cure had many concrete suggestions for developing a new, savvy investor.

It was suggested that it might be well to start by consulting a professional financial planner. Many financial service providers offer this service for a nominal fee, and do not limit this service to high-income individuals. The best practitioners emphasize recognition of evolving personal goals. A planner might assist with developing a budget that requires minimal adjustment. David Bach, author of Smart Women Finish Rich explained that reducing even one expense can be a relatively painless route to investing. He suggested that a client forego her pricey coffee habit. Investing, rather than spending eight dollars each day made it possible for a cash-strapped NYC single to put \$2,500.00 into her retirement savings last year.

Mr. Bach reminded the group that annuities are one of the most aggressively marketed financial products. Buyers do not always fully comprehend the fees and commission costs associated with them. This product may be most suitable for someone who has "maxed out" annual contributions to their Roth IRA and/or 401 K plan.

Maria Bartiromo, CNBC anchor published Use the News: How to Separate the Noise from Investment Nuggets and Make Money in Any Economy. She presented further insights. In contemplating a potential investment, check out the earnings, cash, debt and management of the company. A company with good products should show consistent cash flow. Industry Analysts once included the number of hits to a corporate website as an indication of future success. Ms. Bartiromo examines earnings and earnings consistency instead. It is always in the best interest of the investor to obtain an understanding of the percentage of cash the corporation obtained via operations, not due.

Are you interested in marketing your product/service?

Do you have open positions that you want to advertise?

The NY Chapter IIA offers advertising services via its website or newsletter. For more information regarding the advertising policy, please contact Joseph Rodman at (212) 956-5770 Ext. 1107 or Richard Dapcic at (212) 656-2131.

Antonio successfully completed the May 2003 exam, and is now one of our new CIAs. Antonio is also a recipient of the William S Smith Certificate of Excellence Award for submitting one of the five best exam papers following that of the Gold Medallist.

Antonio was born in Havana, Cuba and came to the USA in 1968. Antonio works for Transamerica Finance Corporation where he has worked for 17 years. Currently, his responsibilities include planning and managing Information Technology and integrated audits for multiple business units in domestic and international locations. He has also held various positions in accounting and finance. He has an MBA in Information Systems from PACE University. Besides his CIA designation, he also holds the Certified Information Systems Security Professional (CISSP), and the Certified Information Systems Auditor (CISA) designations. Antonio is a member of the Systems Audit and Control Association (ISACA).

On a personal level, Antonio is married to Rosemarie and has a son Tony (the IV). Antonio enjoys riding motorcycles and reading.

The New York Chapter of the IIA congratulates Antonio for successful completion of the CIA examination and for receiving the prestigious William S Smith Certificate of Excellence award. Congratulations Antonio on your achievement and much continued success!!!

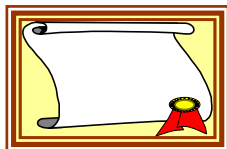
CERTIFICATE OF PERFORMANCE AWARDS

For passing the CIA examinations with distinction, the IIA has

several awards bestowed on the successful candidates as follows:

- The **William S. Smith Award** is presented to candidates writing the best CIA examination paper on their first attempt taking the entire exam.
- The **Gold Medal Award** is awarded to the candidate submitting the best examination paper. The award is presented to the candidate at an all expense paid trip to the IIA annual International Conference.
- The **Student Highest Achievement Award** goes to a full-time student submitting the best examination paper.
- The **Certificate of Excellence** is given to the candidates writing the best examination paper following the gold medalist.
- **Certificate of Honor** - This award is given to candidates writing the best 25 examination papers following the gold medalist and certificate of excellence winners.

CIA Academic Outreach Awards – This award honors colleges and universities that have actively promoted the CIA designation.



The New York Chapter recognizes the following new CIA and IIA designees who recently passed the CIA, CCFA, CCSA and CGAP.

CIA

Hui Ou

Ali Quershi

Timothy J. Arnold

Elena Bluvshstein

Alan Chu

Hemalee Govind

Antonio F. Hung

Ken Oka

Juan Perez

Raymond F Roche

Dimitrios A Vasquez

Stephen A Doherty

Arijit Purkayastha

John Paul Fitzpatrick

John J Moskal

Tatyana Yegorova

CCSA

Phillip T Gledhill

Antonino Piscitello

Damatrix A Torres

Mary T. Wei

CFSA

Robert Colosa

Dean Webber

CGAP

Karen Kearns

Madlyn S Korman

Kim Wong

Metropolitan Transportation Authority (MTA) Audit Services

Immediate Opening for Several Audit Positions:

The Metropolitan Transportation Authority (MTA) has four openings for entry-level and senior auditors. These positions are responsible for conducting and/or supervising financial, operational, and/or technology audits throughout the major public transportation properties in the metropolitan New York area.

Candidates must possess an undergraduate degree in accounting, auditing, finance, computer science or other related business or operational field; excellent oral and written skills; strong interpersonal skills; knowledge of audit standards and practices; and good working knowledge of PC applications.

The MTA provides an excellent employee benefit package; salary is commensurate with experience, education and level of responsibility.

Please send or fax your resume with cover letter and salary requirements to:

Ms. Karen Malloy, Audit Manager

MTA Audit Services

2 Broadway, 16th Floor, New York, New York 10004-2207

Fax: (646) 252-1318

Or e-mail your resume and salary requirements to:

kmalloy@mtahq.org

SEPTEMBER 12, 2003 WORKSHOP

SARBANES-OXLEY ACT OF 2002 ("SOX") SECTIONS 302 & 404

Mr. Bruce McCuaig, Consultant with CARD Decisions Inc. based in Ontario, Canada, presented strategies to comply with Sections 302 & 404 of SOX. Section 302 requires the CEO and CFO to certify that: (a) they have reviewed the financial report, (b) the report does not contain an untrue statement of a material fact and that the financial information in the report is fairly presented, (c) they have designed disclosure and control procedures, (d) they have disclosed to the auditors and audit committee all significant deficiencies and material weaknesses in the internal controls over financial reporting and any fraud that involved management or any other employees that have a significant role in the company's internal controls over financial reporting, and (e) they have disclosed in the annual report any material changes in the company's internal control.

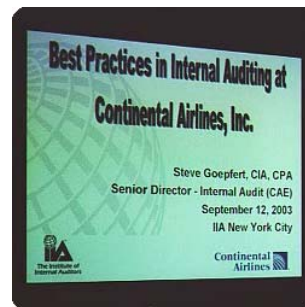
Section 404 of SOX requires that each annual report contain an internal control report which states: (1) management's responsibility for establishing and maintaining adequate internal controls over financial reporting, (b) management's assessment of the effectiveness of the controls, (c) the framework used by management to make such a assessment, and (d) the company's registered accounting firm must issue a report on management's assessment of the effectiveness of the company's internal controls.

Mr. McCuaig discussed some strategies for effective compliance with Sections 302 & 404. He discussed:

- The process for evaluating and documenting the risks and control assessments on a micro level utilizing various risk source models (i.e., 1992 COSO framework, Draft 2003 COSO Enterprise Risk Management Conceptual Framework).
- The use of technology in evaluating risks and control assessments for the (Disclosures Objectives/Processes) ("DPOs") that comprises the financial statements.
- The role of internal auditors as it relates to SOX sections 302 and 404. Specifically, the internal audit function can provide senior management and the Board with timely and accurate guidance regarding risks and controls. In addition, the internal audit function can provide the company's external auditors with reliable information on the state

- of risk and controls.
- The SOX assurance options available to companies in complying with section 404.

Submitted by: Marvin Falikovic



At the September 10th Luncheon, Steve Goepfert spoke on the Best Practice in Internal Auditing and brought our attention to some Valuable practices that auditors at continental airline use. The practices that Steve identified could be applied to various industries and types of audits. One practice of interest was the methods used to motivate their audit associates. As you can imagine, Continental Airlines has a little bit of an edge compared to other companies when it comes to what we can do to motivate our audit associates. Well, how many companies can motivate their auditors by offering first, second and third preferences for audit assignments to almost any where in the world? Steve made at least one attendee (Alex Scoufaras) very happy when the attendee found that he had two free airline tickets just for being at the luncheon. Was this to motivate us to attend future luncheons or did it motivate some of us to consider submitting a resume to Continental airlines?

That's me
Yes. I
won the
tickets.





IIA/NY Chapter 2003 - 2004
Seminars
at
Madison Square Garden

September 12, 2003

Bruce McCuaig

*Sarbanes-Oxley s302 and 404 – A One Day
Workshop* [for more information click here](#)

October 10, 2003

RICHARD M. STOHL

Courtenay Thompson & Associates
Health Care Costs

November 14, 2003

Richard Chambers

IIA HQ
Assessing Risk & Audit Planning

December 12, 2003

Kate Head

Audit Manager, University of Southern
Florida
*Risk-Driven Auditing: Increasing the Value
and Efficiency of Your Audit Process*

January 16, 2004

Jody Camardese

Alliance Education Group
Business Advising Skills For Auditors

February 13, 2004

Randy Marchany

Virginia Tech Computing Center
Linking the Risk Analysis to the Audit Checklist

March 12, 2004

Annual Audit Seminar

April 16, 2004

Darlene Orlov

Orlov Resources for Business, Inc.
*Keys to Your Personal Success: The 10 Best Ways
To Enhance Your Internal Client Relationships
And To Prepare For Promotion*

May 14, 2004

John McKeever

Contemporary Business Concepts
*Auditing in Today's World of Increased
Corporate Governance*

For More Information Visit our Website at <http://www.nyiaa.org/>

You're Invited to our Garden Party

Institute of Internal Auditors - NY Chapter

Luncheons

at

Madison Square Garden

September 12, 2003

Steve Goepfert

Best Practices at Continental Airlines

October 10, 2003

Howard Johnson

Lowe's

Leading an Audit Staff – 2003 & Beyond

November 14, 2003

Richard Chambers

IIA Headquarters

Risk, Control, and Governance in the Post-Enron Era

December 12, 2003

Penni Fromm

PEF Associates

Components of Risk

January 16, 2004

Michael R. Young

Attorney – Willke, Farr & Gallagher

Corporate Governance – A Retrospective Look

February 13, 2004

L. Tracy Wych

Senior VP – Chase Bank

Automated Auditing Tools – A Success Story

March 12, 2004

Annual Audit Seminar

April 16, 2004

Robert McDonald

IIA Chairman

The State of the IIA

May 14, 2004

Awards Presentation

For More Information Visit our Website at <http://www.nyiaa.org/>

*The IIA – New York Chapter is proud to offer
The “Quality Assessment Internal Assessor / Validator Accreditation” Course*

*October 28, 2003 through October 30, 2003.
The course will be held at the Citigroup Building
One Court Square, 50th floor,
Long Island City, NY 11120*

The course will provide opportunities to:

- *Enhance internal audit activity using the Quality Assessment (QA) process.*
- *Identify what makes it effective and efficient in the eyes of executive management.*
- *Recognize key factors in assuring top-performance.*
- *Apply QA concepts to real-life challenges.*
- *Discover the secrets of performing a state-of-the-art review.*
- *Practice conducting a QA using case study exercises.*
- *Increase QA knowledge through participant and instructor interaction.*
- *Prepare for, write, and pass the Internal Assessor/Validator Accreditation examination which will be given on the third day of the course*

Class size is limited to 25 participants only

The fee for the course and materials is \$550. To register for the course complete the following and mail this form along with your check or Money Order payable to The Institute of Internal Auditors New York Chapter to: Fred Gennari, Citigroup Inc., Audit & Risk Review/Strategy and Support, 111 Wall Street, 7th Floor, New York, NY 10005.

For More information Call Fred Gennari at (212) 657 – 3151

Name: _____

Company: _____ Telephone #: _____

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Suite 1006
Dallas, Texas 75231

214-361-8346
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cmt@ctassoc.com

RICHARD M. STOHL, CPA

Richard M. Stohl has extensive health benefits administration audit and cost control experience and is a recognized authority in the field. He is the co-founder and president of **QBA Consulting Corporation**, which specializes in quantitative benefit administration audits, claim analysis and consulting in cost controls and program stewardship. He was formerly with the Office of Inspector General, U.S. Office of Personnel Management, Washington, D.C. where he was responsible for auditing the Federal Employees Health Benefits Program, the largest employer-sponsored health benefits program in the country.

Stohl has helped corporate and government clients identify millions of dollars of cost overcharges and payment errors, and establish practical methods and procedures to reduce future problems. Stohl designed and implemented his company's Medical Analysis and Review System (MARS) which tests and rates health benefits claim adjudication systems and identifies claim payment errors. He has written numerous articles and lectured on this topic.

Mr. Stohl is affiliated with **Courtenay Thompson & Associates** for the purpose of providing professional development training seminars on health benefits administration audits and cost controls. He is the co-developer and instructor of The Institute of Internal Auditors, Inc. (IIA)'s *Effective Auditing of Health Benefits Administration* professional development seminar. He is the developer and instructor of the 2.5 day seminar *Controlling Health Benefits: Administration, Claims Cost, Oversight & Audit* as well as the one and two day seminars *How to Audit Health Benefits Administration* and *Audit & Control of Health Benefits Administration* offered through Courtenay Thompson & Associates.

Rich is a Certified Public Accountant and has earned the Health Insurance Associate (HIA) and Managed Healthcare Professional (MCP) designations from the Health Insurance Association of America (HIAA). He is a member of the American Institute of CPAs and The Institute of Internal Auditors, Inc. He has a BA in Accounting from San Diego State University and a MS in Business Financial Management from George Washington University. Mr. Stohl is currently serving on the Executive Committee of the Texas Health Care Anti-Fraud Association.

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How to Audit *Health Benefits Administration*

It's not news that rising health care costs present a challenge for industry and government. Health benefits administration is complicated and technical. The very nature of provision of health care and related billing creates opportunity for error and overcharge. Some auditors are learning how to audit and recover such overcharges.

How to Audit Health Benefits Administration, developed by Richard M. Stohl and Courtenay Thompson, Jr., provides practical approaches for auditors and others. It addresses health benefit administration from the perspective of the purchaser of the benefits, rather than the perspective of an insurer or administrator.

The course includes some of the ideas, concepts and approaches presented in the 2.5-day course, *Effective Auditing of Health Benefits Administration*, offered through the Institute of Internal Auditors.

Seminar topics include:

- Barriers to auditing health benefits administration.
- Dealing with management
- Exposures in claims payment and administration
- Exposures relating to administrators
- Practical computer retrievals
- Understanding health claims
- Cost recovery opportunities

IIA New York Chapter

with the best in professional training

2003 – 2004 Education Program

The New York Chapter of the Institute of Internal Auditors is pleased to announce the registration fees for the upcoming chapter meetings to be held at The Club Restaurant at Madison Square Garden, 4 Penn Plaza. This year the Chapter is offering **nine** luncheon meetings, **eight** full day workshops, and **the all day Annual Seminar**. Please see the enclosed calendars of meeting and workshop topics that have been selected to provide 63 CPE credits on a wide range of technical and administrative subjects of current interest to both new and experienced auditors. Registration is open to both members and non-members of The Institute of Internal Auditors and casual dress is encouraged.

This year's registration fees are:

Luncheon	\$ 60.00
Workshop (full day including lunch)	\$ 175.00
Annual Seminar (including lunch):	
Members	\$ 275.00
Non-members	\$ 295.00

This year the Chapter is offering **two** Luncheon subscription plans and **three** Workshop plans. The Luncheon subscriptions will cost \$495 to any 9 meetings and \$220 to any 4 meetings. The Workshop plans, which include a ticket to the Annual full day seminar in March, will cost \$1,250 for any 8 workshops and \$700 for any 4 workshops. In addition, you will be able to purchase a subscription to any 4 workshops without the annual seminar ticket for \$600.

Subscription tickets must be used at any meeting during the September 2003 - May 2004 Chapter year and your selection of individuals can be different for each workshop and/or luncheon meeting. There will be no refunds for tickets not used by the May 2004 workshop.

Subscriptions provide quality training, flexibility, and savings of up to 25% off the regular registration price! To register your organization, please complete the attached [registration form](#) with a check or money order made payable to **The Institute of Internal Auditors New York Chapter** and mail them to:

Bill Morello - IIA New York Chapter
New York Life Insurance Company
51 Madison Avenue – Room 1817
New York, NY 10010

What Featured Workshops Will Offer:

- Instruction on emerging Trends & Challenges in the 21st Century
- Leading experts in Best Practices
- Risk-Driven Audit Planning, Management, and Analysis
- Joint Sessions with Regional Chapters
- Informative guest speakers from various industries
- Luncheon with five-star restaurant cuisine at Madison Square Gardens Club Restaurant

...And So Much More!





THE INSTITUTE OF INTERNAL AUDITORS
NEW YORK CHAPTER
2003 - 2004 GROUP SUBSCRIPTION PLAN
REGISTRATION FORM & INVOICE

PLEASE PRINT

NAME: _____

ORGANIZATION: _____

ADDRESS: _____

PHONE NUMBER: _____ FAX NUMBER: _____

E-MAIL ADDRESS: _____

SUBSCRIPTION PURCHASED	NO.	PRICE	TOTALS
<u>LUNCHEON ONLY</u>	(9 MEETINGS) _____ @	\$ 495.00	EACH = _____
	(4 MEETINGS) _____ @	\$ 220.00	EACH = _____
<u>WORKSHOPS</u> (INCLUDES THE LUNCHEON MEETING)			
With Annual Seminar	(8 MEETINGS) _____ @	\$ 1,250.00	EACH = _____
With Annual Seminar	(4 MEETINGS) _____ @	\$ 725.00	EACH = _____
Without Annual Seminar	(4 MEETINGS) _____ @	\$ 600.00	EACH = _____
<u>ADDITIONAL TICKET PURCHASES</u>			
Annual Audit Seminar Member	_____ @	\$ 275.00	EACH = _____
Non Member	_____ @	\$ 295.00	EACH = _____
			AMOUNT DUE _____

TICKETS WILL BE MAILED TO ABOVE ADDRESS UPON RECEIPT OF PAYMENT

MAKE CHECKS PAYABLE TO - **THE INSTITUTE OF INTERNAL AUDITORS--NEW YORK CHAPTER** AND MAIL THEM TO:

**BILL MORELLO -- IIA
 NEW YORK LIFE INSURANCE COMPANY
 51 MADISON AVENUE – ROOM 1817
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