March 22, 2021

MEMORANDUM FOR:　　CHRISTOPHER J. GODFREY
　　　　　　　　　　　　Director for Office of Workers' Compensation
　　　　　　　　　　　　　Programs

FROM:　　　　　　　CAROLYN R. HANTZ
　　　　　　　　　　Assistant Inspector General
　　　　　　　　　　　for Audit

SUBJECT:　　　　　　Office of Workers' Compensation Programs' Medical
　　　　　　　　　　Bill Processing, Project No. 23-P21-001-04-001

Please be advised the Office of Inspector General is initiating an audit of DOL
Office of Workers' Compensation Programs' (OWCP) medical bill processing.
We will contact your audit liaison to schedule a meeting to discuss the following:

Objective:　　Determine the reliability of OWCP's processes and controls for
　　　　　　　managing the collection, processing and reporting of accurate
　　　　　　　medical bill payments.

Scope:　　　　This audit will focus on OWCP's processes and systems for
　　　　　　　managing the program, including the Worker's Compensation
　　　　　　　Medical Bill Process (WCMBP) system and bill pay data for
　　　　　　　program years 2020 and 2021.

We plan to begin work immediately after our meeting and would appreciate your
notifying the appropriate officials of our plans. To facilitate the start of the audit,
we have attached an initial Document Request Listing and would appreciate
these items being provided prior to the meeting so we may begin our planning. If
you have any questions, please contact Stephen Fowler, Audit Director of
Information Technology, at (202) 693-7013.

cc:　　Gundeep Ahluwalia
　　　　Vinicia McNeil
　　　　Jatin Wahi

Document Request Listing

Please provide the following documents to Stephen Fowler at
fowler.stephen@oig.dol.gov by March 29, 2020.

1. Worker's Compensation Medical Bill Process (WCMBP) system contract information including any statements of work that identify system requirements.

2. WCMBP system development and implementation documentation, specifically system acceptance test plans, reports and approvals.

3. WCMBP system design information to include: a) system process and data flow diagrams demonstrating activities related to information collection through reporting, and b) system interconnection information.

4. Database descriptions and data dictionaries used in collecting, maintaining or sharing of the information with WCMBP system.