

**West Gloucestershire PCT  
Draft Annual Internal Audit Plan  
2005/06**

Audit	2005/06	Notes
		6
<i>Financial Assurance:</i>		
Local Feeder Systems:	20	
- Payroll & Staff Payments		
- Creditors		
- Financial Ledger		
- Income & Debtors		
- Cash & Banking		
- Charitable Funds		
- Fixed Assets		
Budgetary Control	10	
<i>Local:</i>		
Commissioning	8	
New GP Contracts	10	
Payment by Results	10	
Out of Hours	5	1
Prescription Management	6	
<i>Ward, Departmental &amp; Site Visits:</i>	3	2
- Health Centres		
- Community Hospitals		
<i>Other Shared Services:</i>		
Family Health Services	10	
SLA Arrangements	6	3
<i>Best Value &amp; Operational Reviews:</i>		
Human Resources:		
- Recruitment & Retention, incl. Bank/Agency	7	

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<i>Governance:</i>		
Assurance Framework & Risk Management	12	4
Clinical Governance Arrangements	3	
<i>Information Technology:</i>	5	5
<i>Follow-up of Recommendations:</i>	5	
<i>Management:</i>	10	
<b>TOTAL</b>	<b>130</b>	

**Notes:**

1. Out of Hours: to follow-up on the 2004/05 audit and review procedures/controls having had several months to bed down.
2. Site visits: follow-up 2004/05 recommendations.
3. SLA Arrangements: to cover both arrangements received and provided by West Gloucestershire PCT. Will exclude the more significant arrangements, such as financial services, which are covered elsewhere in the plan.
4. Assurance Framework & Risk Management: number of days and scope may need to be adjusted when guidance is received/determined in respect of the Standards for Better Health.
5. Information Technology: allocation to be determined in conjunction with the Audit IT Manager, and may be used on a countywide review of preparations for addressing NPfIT.
6. Fieldwork dates for 2004/05 are to be agreed with management.