



Date: December 4, 2002
To: Ed Kitchen, City Manager
From: Internal Audit
Subject: Alcohol and Drug Services of Guilford, Incorporated

The Internal Audit Division has performed a program and compliance audit of Alcohol and Drug Services of Guilford, Incorporated which received a City of Greensboro Human Services Grant in the amount of \$12,000 during the 2001-2002 grant year. This grant was reduced to \$9,525 due to the City's budget constraints.

The ADS grant helped support the administrative and operational expenses incurred with their program to provide Recovery Support Services for Pregnant Women at Moses Cone Hospital High Risk OB/GYN Clinic. A part-time clinician provides services including education on harmful effects of alcohol, tobacco and other drugs on fetal development; substance abuse assessments; brief therapy and clinical case management. Approximately 200 clients were served during the grant year.

We examined selected financial transactions and program documentation maintained by the agency for compliance with the contract and for assurance that program goals were achieved. Based on our review, it appears that the funds have been spent according to the terms of the contract with no exceptions noted.

We would like to thank Mr. Phil Harris, Controller and Ms. Brenda Barrett, Administrative Supervisor of Alcohol and Drug Services for their courtesy and cooperation shown us during this audit. If there are any questions or comments concerning the details of this audit, please contact us at 373-2821.

Len Lucas
Internal Auditor

Cc: Mitchell Johnson, Assistant City Manager
Andy Scott, Director of Housing & Community Development
Chuck Fortune, Executive Director of Alcohol and Drug Services of Guilford, Incorporated