



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-3873
PHONE: (213) 974-8301 FAX: (213) 626-5427

WENDY L. WATANABE
AUDITOR-CONTROLLER

ASST. AUDITOR-CONTROLLERS

ROBERT A. DAVIS
JOHN NAIMO
JUDI E. THOMAS

April 28, 2011

TO: Supervisor Michael D. Antonovich, Mayor
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

FROM: Wendy L. Watanabe
Auditor-Controller

*Just S. Thomas
for W.D.*

SUBJECT: **FRAUD HOTLINE STATUS REPORT – JULY 1, 2010 THROUGH
DECEMBER 31, 2010**

The Los Angeles County Fraud Hotline began July 1, 2010 with 640 carryover pending cases. We opened 500 new cases and closed 491 during the six months ending December 31, 2010. Of the 491 closed cases (Attachment I), 134 were substantiated (Attachment II), 259 were not substantiated, and 98 were not investigated. These 98 not investigated cases are due to content immateriality, allegations previously investigated, referred to outside agencies, or insufficient information. As of December 31, 2010, there were 649 cases in progress.

Of the 134 substantiated cases, the following actions were taken:

Contract Terminated/Cancelled Agency Decertified	2	Referred to the District Attorney for possible Criminal Prosecution	2
Convicted/Jail/Probation	2	Reprimand Letter	9
Counseled (verbal/written warning)	12	Resigned/Retired/Resigned in lieu of Discharge	18
Criminal Charges Filed by Law Enforcement	5	Restitution/Community Service	3
Discharged	5	Suspended	5
Disciplinary/Corrective Action Pending	77	Transferred/Reassigned/Demoted	6
Procedures Changed/Reinforced	15		

Note: Some cases may include multiple suspects and multiple dispositions.

As the lead department in County investigations, the Auditor-Controller also oversees and reviews the final reports for cases referred to, and investigated by, other County departments to ensure that the allegations were properly investigated. OCI also contacts designated departmental staff on a semi-annual basis to obtain updates on cases where disciplinary and/or corrective actions are pending (Attachment III) from previous semi-annual reports.

If you have any questions or need additional information, please contact me, or your staff may contact Guy Zelenski at (213) 893-0058.

WLW:JET:GZ

Fraud Hotline Status ending December 31 2010.doc

Attachments

c: William T Fujioka, Chief Executive Officer
Department Heads
Audit Committee
Public Information Office



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

**Los Angeles County Fraud Hotline
CLOSED CASE SUMMARY
July 1, 2010 through December 31, 2010**

	<i>Substantiated</i>	<i>Not Substantiated</i>	<i>Not Investigated *</i>	<i>Total</i>	
<u>CASES INVESTIGATED BY AUDITOR-CONTROLLER:</u>					
Office of County Investigations	22	38	87	147	29.9%
<u>CASES REFERRED TO AND INVESTIGATED BY OTHER DEPARTMENTS:</u>					
Affirmative Action Compliance (Countywide)	0	6	1	7	1.4%
Agricultural Commissioner/Weights and Measures	0	4	0	4	0.8%
Animal Care and Control	1	8	1	10	2.0%
Assessor	2	1	0	3	0.6%
Children and Family Services	18	24	0	42	8.6%
Community and Senior Services	0	2	2	4	0.8%
County Counsel	1	0	0	1	0.2%
Fire Department	1	18	0	19	3.9%
Health Services	13	29	0	42	8.6%
Human Resources (Countywide)	3	8	0	11	2.2%
Internal Services Department	1	6	0	7	1.4%
Mental Health	3	8	1	12	2.4%
Parks and Recreation	2	2	0	4	0.8%
Probation Department	6	7	2	15	3.1%
Public Health	1	3	0	4	0.8%
Public Library	0	4	0	4	0.8%
Public Social Services	55	76	2	133	27.1%
Public Works	1	8	0	9	1.8%
Registrar-Recorder/County Clerk	3	6	1	10	2.0%
Treasurer and Tax Collector	1	1	1	3	0.6%
Other Departments Total:	112	221	11	344	70.1%
Grand Total	134	259	98	491	100.0%

* Cases not investigated due to immateriality, the referral was previously investigated, referred to outside agencies, or insufficient information was provided.



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER
OFFICE OF COUNTY INVESTIGATIONS**

Attachment II

SUMMARY OF SUBSTANTIATED CASES

FOR THE PERIOD JULY 1, 2010 THROUGH DECEMBER 31, 2010

SUBSTANTIATED CASES INVESTIGATED BY AUDITOR-CONTROLLER

Case Number: 20093406

A Fire Department (Fire) employee was overpaid \$4,609 after he falsely reported 150 hours worked when he was actually on vacation. The employee also used his assigned County computer; Internet access and e-mail account to conduct his outside employment, and failed to report his outside employment for five years. In addition, the employee accrued \$252 in unreimbursed charges when he used his assigned County cellular telephone for non-County related business. The employee also failed to pay a \$160 parking citation he received while using his assigned County vehicle. According to Fire management, disciplinary action and restitution are pending.

Case Number: 20093490

A Fire manager violated County policy by hiring a consultant without a competitive bidding process. He also created a conflict of interest by allowing the consultant to authorize payments for her services and to approve the payments to other consultants. The consultant's contract has expired and the Fire manager is no longer with the County.

Case Number: 20093558

A Department of Health Services (DHS) employee recorded full shifts worked for days she was absent. The Department is determining the amount of restitution. DHS indicated that disciplinary action is pending.

Case Number: 20093799

A Probation Department (Probation) employee installed software designed to duplicate copyrighted videos on a County computer. Probation indicated that disciplinary action is pending.

Case Number: 20093824

A Department of Children and Family Services (DCFS) employee used her assigned County cellular phone and made over 4,000 personal calls during a nine-month period. DCFS indicated that disciplinary action is pending the employee's return from a leave of absence.

Case Number: 20093892

A Child Support Services Department (CSSD) employee used his assigned County computer and Internet access for non-County related business during work hours. CSSD indicated that disciplinary action is pending.

Case Number: 20093946

A Fire employee used plagiarized material in ten articles he submitted under his own name to a fire industry magazine. Fire indicated that disciplinary action is pending.

Case Number: 20094072

A Department of Human Resources (DHR) manager violated Civil Service Rules by failing to canvass an existing certification list and appointing a candidate who was not on that list. DHR indicated that disciplinary action is pending.

Summary of Substantiated Cases

Case Number: 20094135

An Assessor employee inappropriately charged a property owner \$1,200 to transfer ownership of two properties to the property owner's relative without any legal basis. The employee also did not disclose her paralegal/notary business to the Department. The employee resigned in lieu of discharge.

Case Number: 20094200

A Department of Mental Health (DMH) employee used her assigned County computer and Internet access for non-County related business use during work hours. DMH indicated that disciplinary action is pending.

Case Number: 20104256

A CSSD employee used her assigned County computer and Internet access for non-County related business use during work hours. CSSD indicated that disciplinary action is pending.

Case Number: 20104304

An Internal Services Department (ISD) contract employee inappropriately used his assigned County computer and a software application to remotely hack into the information technology infrastructure of a private company. ISD indicated that the contract employee was discharged.

Case Number: 20104424

Three Department of Public Social Services (DPSS) employees used counterfeit parking permits to park in a County lot. The counterfeit parking permits were confiscated. Two employees each received five-day suspensions and DPSS intends to give the other employee a 20-day suspension.

Case Number: 20104498

A Fire manager gave a contractor inside bid information, failed to follow the County competitive bidding process when he awarded the contract, and did not obtain Board approval for change orders to the contract. Also, the manager and a subordinate circumvented the County's contracting and purchasing guidelines when they acquired fixed assets. The manager inappropriately socialized with consultants and vendors that had active contracts. The Fire manager is no longer with the County and Fire indicated that disciplinary/corrective actions are pending regarding the subordinate.

Case Number: 20104558

A DPSS employee submitted five fraudulent medical certificates excusing him for 123 days of work. DPSS intends to discharge the employee and restitution is pending.

Case Number: 20104633

A DPSS employee submitted 17 fraudulent medical certificates excusing her for 602 days of work. The case was referred to the DA for possible criminal prosecution. DPSS indicated that disciplinary action is pending the employee's return from a leave of absence.

Case Number: 20104652

A Department of Coroner (Coroner) employee misused his assigned County computer and e-mail account to send several inappropriate emails. Coroner indicated that disciplinary action is pending.

Case Number: 20104654

A DPSS employee submitted eight fraudulent medical certificates excusing her for 320 days of work. The case was referred to the DA for possible criminal prosecution. The employee resigned.

Summary of Substantiated Cases

Case Number: 20104705

A Fire manager allowed a subordinate employee to work excessive overtime and to attend school during work hours. The subordinate employee also admitted to creating his own verification of employment letter when he was appointed. The manager allowed two other employees to take their assigned County vehicles home and inappropriately authorized a fourth employee to work an out-of-class assignment although he lacked the minimum qualifications. One employee was removed from the out-of-class position and two employees were instructed to discontinue taking their County vehicles home. Fire indicated that the manager is no longer with the County and that disciplinary action is pending against the employee who falsified the verification letter.

Case Number: 20104735

A Fire employee was paid for a full-day of work that she assisted at a charity event, which should not have been a County-related paid day. Also, the employee's supervisor approved 12 hours of overtime for the employee to perform tasks related to the charity event. Fire indicated that a Letter of Reprimand is pending. Another Fire employee continued to act in an out-of-class assignment with a bonus although DHR previously determined the assignment and bonus violate DHR policy. Fire indicated that they intend to rescind the appointment and bonus.

Case Number: 20104739

An Auditor-Controller employee was observed by her supervisor using her assigned County computer to place a personal order on the Internet. After forensic review of her assigned computer, it was determined that this was a single incident. The employee was counseled.

Case Number: 20104881

A DPSS employee accessed the Los Angeles Eligibility, Automated Determination, Evaluation and Reporting (LEADER) system and shared confidential participants' information with her husband, a non-County employee, who then created 487 fraudulent tax returns. The employee resigned. The Internal Revenue Service is proceeding with a criminal case against the non-County employee.

TOTAL SUBSTANTIATED CASES INVESTIGATED BY AUDITOR-CONTROLLER: 22



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER
OFFICE OF COUNTY INVESTIGATIONS**

SUMMARY OF SUBSTANTIATED CASES

FOR THE PERIOD JULY 1, 2010 THROUGH DECEMBER 31, 2010

CASES REFERRED TO AND INVESTIGATED BY OTHER DEPARTMENTS

Case Number: 20061383

An Animal Care and Control employee inappropriately gestured toward another employee in a threatening manner. The employee was discharged.

Case Number: 20071534

Six DHS employees did not disclose their outside employment and/or volunteer activities as required by Departmental policy. DHS will ensure that all its employees disclose their outside employment and/or volunteer activities.

Case Number: 20072071

A DMH employee engaged in outside employment while on medical leave. The employee resigned for personal reasons.

Case Number: 20082541

A DHS employee misappropriated County supplies and submitted four fraudulent medical certifications excusing him from work for 53 days. The employee resigned and procedures were changed to strengthen internal controls over supplies.

Case Number: 20082610

A DCFS Foster Family Agency foster home provider violated policy by allowing an adult who had not been cleared by a Department of Justice LiveScan to live at the foster home. The foster home was decertified.

Case Number: 20082866

Two Probation employees abused their work hours and did not report actual time worked on their timecards. Probation intends to give one employee a 15-day suspension and disciplinary action is pending for the other employee.

Case Number: 20082879

DHS discovered that a Federal Express (FedEx) account was used to send nine non-County related shipments totaling \$529 without authorization. The perpetrator(s) could not be identified. The account was credited \$264 by FedEx and was changed to prevent further unauthorized charges.

Case Number: 20083118

A DPSS employee fraudulently cashed In-Home Supportive Services (IHSS) payment checks totaling \$1,274. The employee pled guilty to felony grand theft. DPSS intends to discharge the employee.

Case Number: 20083135

A DPSS employee did not report on her California Work Opportunities and Responsibility to Kids (CalWORKs) application that her husband lived with her and received General Relief which violated CalWORKs rules. The employee also did not report her County earnings on the CalWORKs application. The employee pled guilty to one count of grand theft, served two days in County jail, received three years of formal probation, and was ordered to do 200 hours of community service and pay \$2,738 in restitution. The employee subsequently resigned in lieu of

Summary of Substantiated Cases

discharge.

Case Number: 20083172

A Parks and Recreation Department (Parks) employee violated Parks' purchase order and nepotism policies. The employee received a five-day suspension.

Case Number: 20093411

A DPSS employee accessed the LEADER system to view personal and confidential information in a participant's case records without authorization. The employee obtained the participant's Social Security number and used it to open an account with a phone carrier. The DA charged the employee with identity theft, grand theft and unlawful computer access. The employee resigned.

Case Number: 20093468

Three DPSS employees accessed the LEADER system to view personal and confidential information in a participant's case records without authorization. One employee retired, the second employee was discharged, and the third employee received a 15-day suspension.

Case Number: 20093529

A Treasurer Tax Collector employee did not report his outside employment which was in conflict with his County job responsibilities. The employee received a Letter of Reprimand.

Case Number: 20093545

A DPSS employee did not report her outside employment in a timely manner and used a Departmental photocopier for personal use. The employee received a Letter of Reprimand.

Case Number: 20093645

A DPSS employee conducted herself in an unprofessional and inappropriate manner in the workplace. The Department issued a Letter of Intent to Suspend the employee for five days.

Case Number: 20093704

A Fire employee inappropriately used a County vehicle for personal use during work hours. The employee was counseled.

Case Number: 20093723

A DCFS employee inappropriately used DCFS letterhead to mail a letter to the City of Los Angeles Parking Violations Bureau in attempt to avoid a parking citation and forged her supervisor's signature on the letter. The employee also falsely claimed she was on official County business when the parking violation occurred. DCFS indicated that disciplinary action is pending.

Case Number: 20093754

A Department of Public Works (DPW) employee used her assigned County computer, Internet access and LexisNexis privileges for non-County related business use. DPW indicated that disciplinary action is pending.

Case Number: 20093806

Thirteen DCFS employees accessed the LEADER system to view personal and confidential information in a participant's case records without authorization. DCFS indicated that disciplinary actions are pending.

Case Number: 20093847

A Probation employee inappropriately downloaded media using his assigned County computer

Summary of Substantiated Cases

and Internet access. Probation indicated that disciplinary action is pending.

Case Number: 20093880

A DHS employee violated Department policy by selling food and drinks to other County employees during his breaks and lunch time. The employee was counseled and stopped selling food and drinks to employees. The employee was also reminded of the Department's policies prohibiting solicitation and to comply with DHS' Time and Attendance Reporting Policy. Additionally, DHS sent a memo to all supervisors to remind them of the Time and Attendance Reporting Policy.

Case Number: 20093882

Two DCFS employees used their assigned County computers and e-mail accounts for personal business, abused their work hours and violated DCFS' confidentiality and ethics policy. DCFS indicated that disciplinary actions are pending.

Case Number: 20093906

A DHS manager falsely claimed that she discussed a Performance Evaluation (PE) with an employee, violating the DHS' PE policy. DHS indicated that disciplinary action is pending.

Case Number: 20093910

A DPSS employee accessed the Medi-Cal Eligibility Data System (MEDS) to obtain the personal and confidential information in a participant's case records without authorization and gave the information to a DCFS employee. DPSS indicated that disciplinary action is pending.

Case Number: 20093955

A Parks employee did not sign in/out on the attendance log book, as required, which made it impossible to confirm regular and overtime hours the employee claimed on his timecards. In addition, the supervisor allowed this activity to continue. Parks indicated that the supervisor was reminded of their attendance policy and disciplinary action is pending against the employee.

Case Number: 20094032

A Probation employee used his County title to solicit business for his private practice on the Internet. The employee received a 10-day suspension.

Case Number: 20094105

A DPSS employee regularly used his assigned County computer and Internet access to view non-County related websites while on County time. DPSS intends to suspend the employee when he returns from leave of absence.

Case Number: 20094119

A DHS contract employee was assigned and billed as a supervisor without meeting the minimum qualifications. The contract expired and the contractor agreed to repay overbillings totaling \$57,407 to the County. The contract employee was counseled and subsequently resigned.

Case Number: 20094125

Three DHS employees accepted gifts (e.g., purse, event tickets) from a contract provider. The purse was subsequently returned to the contract provider. One employee received a Letter of Reprimand, two employees were counseled (one of which was also transferred), and all employees were reminded of DHS' gift policy.

Summary of Substantiated Cases

Case Number: 20094155

A DCFS employee created a conflict of interest when he engaged in a relationship with a client and did not report the relationship to DCFS management. The employee received a 10-day suspension.

Case Number: 20094184

A DPSS employee used the LEADER system to view personal and confidential information in a participant's case records without authorization. In addition, the employee also enrolled a participant in her County benefit plan. DPSS issued the employee a Letter of Intent to Suspend for 5 days.

Case Number: 20094190

A DHS employee conducted outside employment activities during work hours and did not disclose his outside employment. In addition, the employee's timecards did not accurately reflect actual hours worked. DHS indicated that disciplinary action is pending.

Case Number: 20094192

A DPSS employee engaged in a personal relationship with a participant and did not report it to DPSS management, as required. The employee also accessed the LEADER system to view personal and confidential information in the participant's case records without authorization. DPSS issued the employee a Letter of Intent to Suspend for 10 days.

Case Number: 20094231

A DCFS manager did not properly document contact information on the Child Welfare Services/Case Management System (CWS/CMS) for related home visits. In addition, the manager created a conflict of interest by engaging in relationships with former DCFS clients. DCFS indicated that disciplinary action is pending.

Case Number: 20094233

A DCFS employee failed to exercise sound judgment when she inadvertently sent confidential medical information via e-mail to her entire staff. DCFS indicated that disciplinary action is pending.

Case Number: 20104276

A Registrar Recorder/County Clerk (RR/CC) employee violated RR/CC's Attendance Administrative Directive. The employee resigned.

Case Number: 20104291

A DCFS employee accessed the CWS/CMS system to view personal and confidential information in her foster children's case records without authorization. The employee also used her assigned County computer and e-mail account to send non-County related correspondence. DCFS indicated that disciplinary action is pending.

Case Number: 20104293

A DPSS employee inappropriately engaged in a personal relationship with a CalWORKs participant. The employee received a Letter of Reprimand.

Case Number: 20104299

Three DPSS employees abused their work hours. One employee received a Letter of Reprimand, and the other two employees received five and 10-day suspensions.

Summary of Substantiated Cases

Case Number: 20104309

A Probation employee inappropriately charged probationers a \$15 donation per training class. The fees collected were reimbursed and the employee received a Warning Letter.

Case Number: 20104326

A DPSS employee inappropriately used her assigned County computer and Internet access to view non-County related websites (e.g., travel, shopping and college sites) during work hours. The employee was previously suspended for unauthorized access to confidential case records. The employee received a 30-day suspension.

Case Number: 20104328

DPSS discovered bus tokens totaling \$45 were missing/stolen. The responsible individual(s) could not be identified. DPSS strengthened internal controls to prevent future bus token thefts.

Case Number: 20094334

A DPSS employee took extended lunch breaks on several occasions. The employee received a 10-day suspension.

Case Number: 20104337

A private property owner made renovations to her property without reporting the improvements to the Assessor. The Assessor increased the assessed value by \$1.1 million and assessed prior years' property taxes of \$44,000. The property owner has paid \$31,000 and payment of the remaining \$13,000 is pending.

Case Number: 20104352

A DCFS employee used her assigned County computer and Internet access to conduct non-County related business during work hours. DCFS indicated that disciplinary action is pending.

Case Number: 20094353

Two DPSS employees were excessively tardy to work. The employees were counseled.

Case Number: 20104363

A DPSS employee accessed the LEADER system to view personal and confidential information in a participant's case records without authorization. The employee received a seven-day suspension.

Case Number: 20104367

A RR/CC temporary employee submitted fraudulent County paystubs to a mortgage company to obtain a loan. The employee was released.

Case Number: 20104372

A DCFS employee accessed the CWS/CMS system to view personal and confidential information in a participant's case records without authorization. The employee also used her County computer and Internet access to conduct non-County related business during work hours. DCFS indicated that disciplinary action is pending.

Case Number: 20104379

A County Counsel employee accessed the confidential documents of other employees without authorization. The employee resigned in lieu of discharge.

Case Number: 20104390

A DHS employee could not perform the duties required of her position and was reassigned to lower level duties. DHS plans to develop an improvement plan for the employee to obtain the necessary skills to safely perform the duties of her position.

Summary of Substantiated Cases

Case Number: 20104392

A DCFS employee assaulted a Los Angeles School Police Safety Officer. DCFS indicated that disciplinary action is pending.

Case Number: 20104407

DPSS discovered fundraising monies totaling approximately \$200 were stolen. The individual(s) responsible for the theft could not be identified.

Case Number: 20104408

Two DPSS employees accessed the LEADER system to view personal and confidential information in a participant's case records without authorization. The employees each received a 15-day suspension.

Case Number: 20104409

A DPSS employee accessed the LEADER system to view personal and confidential information in a participant's case records without authorization. The employee received a seven-day suspension.

Case Number: 20104412

A DPSS employee accessed the LEADER system to view personal and confidential information in a participant's case records without authorization. The employee received a seven-day suspension.

Case Number: 20104416

A DCFS employee did not perform her job duties in a timely manner due to using her County assigned computer and Internet access for non-County related business during work hours. DCFS indicated that disciplinary action is pending.

Case Number: 20104422

A DPSS employee accessed the LEADER and MEDS systems to view personal and confidential information in a participant's case records without authorization. The employee retired in lieu of a disciplinary action.

Case Number: 20104438

A DPSS employee accessed the LEADER system to view personal and confidential information in a participant's case records without authorization. The employee received a five-day suspension.

Case Number: 20104440

Two DCFS employees accessed the CWS/CMS system to view personal and confidential information in a participant's case records without authorization. DCFS indicated that disciplinary actions are pending.

Case Number: 20104442

A DPSS employee violated Medi-Cal program procedures in an attempt to meet DPSS' 45-day processing time. The employee received a warning.

Case Number: 20104450

A DPSS employee reported to work late and took extended lunches and breaks. The employee received a five-day suspension.

Case Number: 20104453

A DHS employee declined drug testing and admitted to being under the influence of a controlled

Summary of Substantiated Cases

substance. The employee resigned in lieu of discharge.

Case Number: 20104469

A Probation employee engaged in outside employment over a three-year period while out on an industrial injury leave. The employee also did not disclose his outside employment to Probation, and was charged with insubordination for refusing to cooperate in the investigation. The employee was demoted.

Case Number: 20104473

A DPSS employee accessed the LEADER system to view personal and confidential information in her husband's case records without authorization. In addition, the employee shared the information with a private hospital billing department and did not report to the Department that she received Medi-Cal benefits. The employee received an eight-day suspension.

Case Number: 20104485

A DPSS employee accessed the LEADER system to view personal and confidential information in a participant's case records without authorization. The employee received a 20-day suspension.

Case Number: 20104490

An ISD employee used his assigned County computer and e-mail account to send inappropriate and sexually explicit comments to a coworker. The employee received a 10-day suspension.

Case Number: 20104499

A DPSS employee failed to follow Departmental procedures to void an Electronic Benefits Transfer (EBT) card. The employee received a Letter of Reprimand.

Case Number: 20104500

Two DPSS employees accessed the LEADER system to view personal and confidential information in a participant's case records and shared the information without authorization. One employee received a seven-day suspension and the other employee received a 10-day suspension.

Case Number: 20104507

A DPSS employee accessed the LEADER system to view personal and confidential information in a participant's case records without authorization and inappropriately contacted her for personal reasons. The employee resigned in lieu of discharge.

Case Number: 20104520

A DPSS employee did not report that she lived with a DPSS participant. The employee resigned.

Case Number: 20104532

A DPSS employee accessed the LEADER system to view personal and confidential information in a participant's case records without authorization. The employee received a 10-day suspension.

Case Number: 20104538

A Probation employee used his assigned County computer and e-mail account to send non-work related e-mails to other County employees. Probation indicated that disciplinary action is pending.

Case Number: 20104561

Two DPSS employees accessed the LEADER system to view personal and confidential

Summary of Substantiated Cases

information of one of the employee's Food Stamp case records without authorization. One of the employees also failed to report to DPSS that he lived with a participant. One employee received a 10-day suspension and the other received a 25-day suspension.

Case Number: 20104574

A DPSS employee helped a participant obtain Housing Assistance funding for permanent housing and then rented his personal property that was in foreclosure to her, creating a conflict of interest. The employee was discharged.

Case Number: 20104579

A DMH service provider violated contract terms by not reporting suspected child abuse. DMH referred the alleged child abuse to DCFS for investigation and reminded the agency of the requirement to report suspected child abuse.

Case Number: 20104584

A DPSS employee accessed the LEADER system to view personal and confidential information in a participant's case records without authorization and shared the information with the participant's ex-boyfriend. The employee received a 30-day suspension.

Case Number: 20104588

A DPSS employee used her County computer and printer to print a personal flyer. The employee also failed to disclose her outside employment to the Department. DPSS intends to suspend the employee.

Case Number: 20104591

A DPSS employee received cash from two employees for DPSS merchandise purchases but failed to provide them with the merchandise. The employee resigned.

Case Number: 20104594

A Department of Public Health (DPH) supervisor held a unit meeting with 10 staff members at a private residence outside of Los Angeles County during work hours without appropriate authorization. DPH will remind staff that management approval is required for any business-related out-of-County travel. The supervisor was counseled.

Case Number: 20104597

A DPSS employee did not report his outside employment and exceeded the County's 24-hour per week limit requirement. DPSS indicated that disciplinary action is pending.

Case Number: 20104611

A Probation employee used her assigned County computer, e-mail account and Internet access for personal reasons, and used her credit card to purchase cruise tickets online during work hours. Probation determined that the employee's personal use of her County e-mail was excessive. The employee received a four-day suspension.

Case Number: 20104614

A DCFS employee unnecessarily and inappropriately made physical contact with her subordinate while discussing a County work-related issue. DCFS indicated that disciplinary action is pending.

Case Number: 20104620

A DPSS employee accessed the LEADER system to view and print personal and confidential information in two participants' case records without authorization. DPSS intends to give the employee a 30-day suspension.

Summary of Substantiated Cases

Case Number: 20104622

A DPSS employee accessed the LEADER system to view her own Medi-Cal case records without authorization and failed to report to DPSS that she received Medi-Cal benefits while she was on maternity leave. The employee received a five-day suspension.

Case Number: 20104623

A DPSS employee accessed the LEADER system to view personal and confidential information in a participant's case records without authorization. The employee received a 10-day suspension.

Case Number: 20104624

A DPSS employee used her Internet access for personal use to access her bank account, personal e-mail and other non-County related websites for a significant amount of time during work hours. DPSS issued the employee a Letter of Intent to Suspend. Final action is pending.

Case Number: 20104662

A DCFS employee accessed the CWS/CMS system to view personal and confidential information in a client's case records without authorization. DCFS indicated that disciplinary action is pending.

Case Number: 20104664

Three DCFS employees used their assigned County computers and e-mail accounts to send non-County related e-mails to each other. DCFS indicated that disciplinary actions are pending.

Case Number: 20104666

A DHS employee used her assigned County computer and several other County computers to conduct personal business. DHS indicated that disciplinary action is pending.

Case Number: 20104668

Two RR/CC employees left work without authorization for several hours on one occasion, provided false statements regarding their whereabouts and falsely reported full shifts worked on their timecards. One employee received a five-day suspension and the other employee received a two-day suspension.

Case Number: 20104670

Two DPSS employees used their assigned County computers and Internet access to regularly stream Internet content and access websites for non-County related business reasons. The two employees also used their personal e-mail accounts to send and receive non-County related e-mails during work hours. The employees each received five-day suspensions.

Case Number: 20104676

Two DHS employees were allowed to use accumulated compensatory time to cover their tardiness. DHS will direct the supervisor to disallow the use of accumulated compensatory time to cover absences and tardiness.

Case Number: 20104679

A DPSS employee did not follow proper procedures and created a conflict of interest when he authorized LEADER system overrides in the case records of a participant assigned to his wife, who is also a DPSS employee. The employee received a five-day suspension.

Case Number: 20104709

A DPSS employee wrote and negotiated a check for \$1,200 from the account of one of his clients. The employee claimed the client instructed him to write the check as reimbursement for

Summary of Substantiated Cases

household items the employee bought for the client. DPSS indicated that disciplinary action is pending.

Case Number: 20104721

A DPSS employee displayed inappropriate and unprofessional behavior towards a participant. The employee retired.

Case Number: 20104742

A DMH employee inappropriately accessed the Sheriff's Power Chart System to view personal and confidential case records of an inmate without authorization. The employee's access to the system was revoked and received a 30-day suspension. The employee subsequently resigned.

Case Number: 20104788

A DPSS employee did not report her outside employment activities as an IHSS provider for her son, a General Relief participant, and exceeded the County's 24-hour per week limit for outside employment. In addition, the employee accessed the MEDS system to view the personal and confidential information in a participant's case records without authorization. The employee is no longer an IHSS provider for her son. DPSS indicated that disciplinary action is pending.

Case Number: 20104793

A DPSS employee did not report her outside employment as an IHSS provider and also failed to report that she lives with an IHSS participant. DPSS indicated that disciplinary action is pending.

Case Number: 20104797

A DPSS employee did not report living with an IHSS participant. DPSS intends to give the employee a warning.

Case Number: 20104800

A DPSS employee did not report her outside employment as an IHSS provider. DPSS indicated that disciplinary action is pending.

Case Number: 20104801

A DPSS employee did not report living with her mother-in-law, who is an IHSS participant. The employee received a Letter of Reprimand.

Case Number: 20104802

A DPSS employee did not report that her parents, who are IHSS/Medi-Cal participants, live with her. The employee also accessed MEDS to view her mother's Medi-Cal case records and released the information to her doctor. DPSS intends to give the employee a 10-day suspension.

Case Number: 20104829

Two Assessor employees abused their work hours by consistently taking extended breaks. Assessor issued a memo to all employees reminding them on the proper use of break time and lunch time, and the employees were verbally counseled.

Case Number: 20104835

A former temporary DPSS employee accessed the LEADER system to view personal and confidential information in a participant's case records without authorization. The temporary employee's employment ended before the violation was discovered.

Case Number: 20104855

A DPSS employee did not report that she received public assistance. The employee was

Summary of Substantiated Cases

counseled in writing.

Case Number: 20104880

A DPSS employee used profanity during her conversation with another DPSS employee. The employee received a five-day suspension.

Case Number: 20104902

A DCFS employee did not disclose her divorce and kept her ex-husband on her medical benefits for two years. In addition, the employee has abandoned her job by failing to report to work and to respond to requests for interactive meetings. DCFS indicated that disciplinary action is pending.

Case Number: 20104909

Two DCFS employees engaged in inappropriate off-the-job conduct and failed to exercise sound judgment. DCFS indicated that disciplinary actions are pending.

Case Number: 20104919

A DHS employee stole approximately 10 to 14 boxes containing confidential patient health records and sold them to a paper recycling center without authorization. The employee was reassigned to another location, and was subsequently charged with felony commercial burglary. In addition, DHS notified all affected patients of the confidentiality breach, changed the locks on the doors leading to the area where the confidential records are kept, and reminded employees of their responsibility to secure confidential information. The employee resigned.

Case Number: 20104928

A DPSS employee accessed the LEADER system to view personal and confidential information in a participant's case records without authorization. The employee received a 10-day suspension.

Case Number: 20105011

A former temporary DPSS employee accessed the LEADER system to view her own personal and confidential information case records without authorization. The temporary employee's employment ended before the violation was discovered.

Total Cases Referred To, Investigated and Substantiated By Other Departments: 112

TOTAL NUMBER OF SUBSTANTIATED CASES JULY 1, 2010 – DECEMBER 31, 2010: 134



**Los Angeles County Fraud Hotline
Status Of Previously Closed Cases
Resolved and Pending Disciplinary and Corrective Actions
As of April 27, 2011**

ATTACHMENT III

RESOLVED CASES:			
CASE NUMBER	SUMMARY OF CASE DISPOSITION	STATUS OF DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN	SEMI-ANNUAL FRAUD HOTLINE STATUS REPORT ISSUE DATE
Chief Executive Office (CEO)			
20094215	A CEO employee used his County assigned computer and Internet access to conduct personal business during County work hours. Disciplinary action is pending.	The employee received a written reprimand.	September 16, 2010
20104315	One CEO employee used \$516 in Charitable Giving Funds (CGF) for personal use and another employee received sporting event tickets that were purchased with CGF. The first employee has agreed to repay the \$516 to the program. The other employee reimbursed the County \$280. Several internal control weaknesses were noted in the management of these funds. Corrective action and reimbursement are pending.	The employee received a ten-day suspension and reimbursed \$516. Internal controls were strengthened.	September 16, 2010
Child Support Services Department (CSSD)			
20093947	A CSSD employee used her assigned County computer and Internet access for personal use. The employee also did not disclose her outside business to the Department. The Department intends to give the employee a 30-day suspension.	The employee received a 30-day suspension.	September 16, 2010
20094106	Eighteen CSSD employees used their County e-mail accounts to send chain letters to one another, and four of these employees also used e-mail to send inappropriate material to one another and/or other County employees. Fifteen employees were counseled, one employee received a Letter of Reprimand, and warnings are pending for two employees.	Written warning letters were issued to the two employees.	September 16, 2010
Department of Health Services (DHS)			
20061135	A DHS contract agency incorrectly billed the County for services totaling \$162,000. Reimbursement is pending.	The County received full reimbursement of \$162,305.14.	September 16, 2010
20083190	A DHS employee used his assigned County computer and e-mail account to send personal and inappropriate e-mails to other County employees. Eight additional employees were identified who sent non-County related e-mails. Disciplinary actions are pending.	Staff were reminded that County equipment, information technology and e-mail is to be used for County business purposes only.	September 16, 2010
20093544	A DHS employee altered her timecards after they were approved by her supervisor to add 375 unauthorized overtime hours totalling \$7,949 that she did not work. DHS is seeking reimbursement pending advice from County Counsel and discipline action is pending.	The Department issued an overpayment letter to the employee.	May 24, 2010
20093667	A DHS contractor employee submitted fraudulent timesheets resulting in an overpayment of \$40,818. The contractor fired the employee and the Department is working with the contractor to obtain reimbursement. Reimbursement is pending.	An overpayment letter was sent to the contractor.	May 24, 2010
Internal Services Department (ISD)			
20094083	An ISD employee regularly parked his assigned County vehicle overnight at his residence without authorization. In addition, he used his County vehicle for non-County related business. Disciplinary action is pending.	The employee received a 30-day suspension.	September 16, 2010

CASE NUMBER	SUMMARY OF CASE DISPOSITION	STATUS OF DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN	SEMI-ANNUAL FRAUD HOTLINE STATUS REPORT ISSUE DATE
Department of Parks and Recreation (Parks)			
20083076	A Parks employee inappropriately gave another employee a \$1,044 discount on a facility rental, and did not collect approximately \$1,000 for a second facility rental. In addition, the employee claimed 10 hours of overtime for a day she did not work and inappropriately had her staff sign her in and out on the work site attendance log. The employee also threatened a subordinate with failure of his probationary period if he spoke with some one about a Department policy. The Department issued the employee a Letter of Intent to Discharge.	The employee resigned for personal reasons.	September 16, 2010
20104259	A Parks employee supervised two family members for several months, creating a conflict of interest. Corrective and/or disciplinary action is pending.	The employee transferred and received a Letter of Reprimand.	September 16, 2010
Department of Public Health (DPH)			
20083237	Two DPH employees falsified their mileage claims by claiming excessive mileage, fraudulent trips and/or non-reimbursable mileage, which resulted in one employee being overpaid \$14,292 over a six-year period. That employee resigned in lieu of discharge and the Department is seeking reimbursement. The Department intends to suspend the second employee, whose mileage claims did not result in an overpayment. Also, a manager and a supervisor failed to properly review the employees' mileage claims. The manager retired and the supervisor was counseled.	The second employee received a 15-day suspension.	September 16, 2010
20094075	A DPH employee exceeded her lunch period on eight occasions and the supervisor did not monitor the sign-in log.	The employee and supervisor were counseled.	September 16, 2010
Department of Public Social Services (DPSS)			
20082325	A DPSS employee initiated documentation to terminate her daughter as an In-Home Supportive Services (IHSS) provider. The employee also did not inform her supervisor in a timely manner that her daughter was an IHSS provider for a participant who was assigned to her work unit. The Department intends to give the employee a 15-day suspension.	The employee received a 10-day suspension.	September 16, 2010
20093340	A DPSS employee accessed the Los Angeles Eligibility, Automated Determination, Evaluation and Reporting (LEADER) system to view the personal and confidential information in seven participants' case records without authorization. The Department intends to give the employee a 15-day suspension.	The employee received a 15-day suspension.	September 16, 2010
20093485	A DPSS employee accessed the LEADER system to view the personal and confidential information in a participant's case records without authorization. Disciplinary action is pending.	The employee received a 7-day suspension.	September 16, 2010
20093534	A DPSS employee displayed unprofessional behavior by tapping the heads of two employees. The Department intends to give the employee a 7-day suspension.	The employee received a 7-day suspension.	September 16, 2010
20093571	A DPSS employee accessed the LEADER system to view the personal and confidential information in her Food Stamp case records without authorization. Disciplinary action is pending.	The employee received a 10-day suspension.	September 16, 2010
20093698	A DPSS employee accessed the LEADER system to view the personal and confidential information in a participant's case records without authorization. Disciplinary action is pending.	The employee received a 20-day suspension.	September 16, 2010

CASE NUMBER	SUMMARY OF CASE DISPOSITION	STATUS OF DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN	SEMI-ANNUAL FRAUD HOTLINE STATUS REPORT ISSUE DATE
20093718	A DPSS employee solicited and hired a participant to work for her in violation of Departmental policy. The employee also failed to report her home address to the Department. The Department intends to give the employee a 30-day suspension.	The employee received a 30-day suspension.	September 16, 2010
20093719	A DPSS employee accessed the LEADER system to view the personal and confidential information in her relative's case records without authorization and did not report that she lives with a participant. Disciplinary action is pending.	The employee received a 10-day suspension.	September 16, 2010
20093815	A DPSS employee accessed the LEADER system to view the personal and confidential information in the case records of eight participants without authorization. The employee also falsified the signature of a participant on several forms. The participant did not receive any unjustified benefits because of the falsified signature. Disciplinary action is pending.	The employee received 19-day suspension.	September 16, 2010
20093818	A DPSS employee used his assigned County computer and e-mail account to send a sexually explicit joke to other DPSS employees. Disciplinary action is pending.	The employee received a Letter of Reprimand.	September 16, 2010
20093857	Two DPSS employees accessed the LEADER system to view the personal and confidential information in a participant's case records without authorization. One employee received a 15-day suspension and the Department intends to give the other employee a 7-day suspension.	The other employee received a 7-day suspension.	September 16, 2010
20093869	A DPSS employee used a County computer and Internet access for non-County related business use. Disciplinary action is pending.	The employee received a Letter of Reprimand.	September 16, 2010
20093908	A DPSS supervisor solicited subordinate staff to retrieve documents from her daughter's Medi-Cal case records without authorization. Disciplinary action is pending.	The employee received a Letter of Reprimand.	September 16, 2010
20093921	A DPSS employee admitted to taking food orders and selling food outside of his regular working hours on County premises in violation of departmental policy. Disciplinary action is pending.	The employee received a warning memo.	September 16, 2010
20093996	A DPSS employee accessed the LEADER system to view the personal and confidential information in a relative's case records without authorization. Disciplinary action is pending.	The employee received a 5-day suspension.	September 16, 2010
20094088	A DPSS employee accessed the LEADER system to view the personal and confidential information in her daughter's case records without authorization and did not report to her supervisor that her grandson lived with her while receiving aid on his mother's case. The Department intends to give the employee a 20-day suspension.	The employee received a 20-day suspension.	September 16, 2010
20094129	A DPSS employee accessed the LEADER system to view the personal and confidential information in a participant's case records without authorization. Disciplinary action is pending.	The employee received a 5-day suspension.	September 16, 2010
20094130	A DPSS employee accessed the LEADER system to view personal and confidential information in a participant's case records without authorization. Disciplinary action is pending.	The employee received a 10-day suspension.	September 16, 2010
20094144	A DPSS employee accessed the LEADER system to view the personal and confidential information in his son's case records without authorization. In addition, the employee did not inform the Department that his son receives assistance and that his son resides with him. Disciplinary action is pending.	The employee received a 10-day suspension.	September 16, 2010
20094176	A DPSS employee accessed the LEADER system to view the personal and confidential information in four participants' case records without authorization. The employee also failed to report that she lived with a participant. Disciplinary action is pending.	The employee received a 15-day suspension.	September 16, 2010

CASE NUMBER	SUMMARY OF CASE DISPOSITION	STATUS OF DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN	SEMI-ANNUAL FRAUD HOTLINE STATUS REPORT ISSUE DATE
20094185	A DPSS employee used her assigned County computer to view sexually explicit images. She also used her County e-mail account to send and receive personal e-mails, and to receive e-mails containing sexually explicit images. Disciplinary action is pending.	The employee was discharged.	September 16, 2010
20094199	A DPSS employee accessed the LEADER system to view the personal and confidential information in the case records of 45 participants without authorization. The Department intends to give the employee a 15-day suspension.	The employee received a 15-day suspension.	September 16, 2010
20104322	A DPSS employee accessed the LEADER system to view the personal and confidential information in a participant's case records without authorization, and failed to disclose that she resided with a participant. Disciplinary action is pending.	The employee received a 10-day suspension.	September 16, 2010
20104325	A DPSS employee accessed the LEADER and Medi-Cal Eligibility Data System (MEDS) systems to view the personal and confidential information in her own case records without authorization. The employee also failed to disclose timely that she received Medi-Cal benefits. Disciplinary action is pending.	The employee received a 20-day suspension.	September 16, 2010
20104354	A DPSS employee used a County telephone for personal use, created a hostile work environment, engaged in conduct unbecoming of someone in a position of authority and failed to follow County rules and regulations. Disciplinary action is pending.	The employee received a 20-day suspension.	September 16, 2010
20104455	A DPSS employee accessed the LEADER system to view and update benefit issuance on her son's case records, and she inappropriately issued bus tokens and cash totaling \$9 to her son. Disciplinary action is pending.	The employee resigned.	September 16, 2010
20104477	A DPSS employee accessed the LEADER system to view the personal and confidential information in a participant's case records without authorization and did not notify the Department that he resided with a participant. Disciplinary action is pending.	The employee received a 5-day suspension.	September 16, 2010
20104541	A DPSS employee accessed the LEADER system to view the personal and confidential information in a DPSS participant's case records without authorization. Disciplinary action is pending.	The employee received a 15-day suspension.	September 16, 2010
Department of Public Works (DPW)			
20094175	A DPW employee stole and cashed a \$1,206 payment check that was mailed to DPW. The employee was discharged and reimbursed the County. The Department will strengthen internal controls over checks received via mail. The case was referred to the DA for possible criminal prosecution.	The District Attorney charged the employee with Grand Theft. DPW strengthened Internal Controls to secure checks.	September 16, 2010
Total number of Cases Resolved			42

CASE NUMBER	SUMMARY OF CASE DISPOSITION	STATUS OF DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN	SEMI-ANNUAL FRAUD HOTLINE STATUS REPORT ISSUE DATE
DISCIPLINARY ACTION PENDING CASES:			
Department of Children and Family Services (DCFS)			
20071978	A DCFS employee admitted she accessed the Child Welfare Services/Case Management System (CWS/CMS) to view the personal and confidential information in two participants' case records without authorization. Disciplinary action is pending.	Disciplinary action is pending.	May 24, 2010
20071989	A DCFS employee used his assigned County computer and Internet access to conduct personal business and failed to report his outside employment. Disciplinary action is pending.	Disciplinary action is pending.	May 24, 2010
20082539	A DCFS employee inappropriately used County postage to mail Department informational literature to her relatives. Disciplinary action is pending.	Disciplinary action is pending.	May 24, 2010
20082572	A DCFS employee worked at her outside employment while on sick leave and did not report the outside employment to her Department. In addition, the employee continued to provide her ex-husband with medical insurance through the County. As of September 15, 2009 disciplinary action is pending.	Disciplinary action is pending.	September 17, 2009
20082650	A DCFS employee did not report, as required, to the Department that she was involved in an accident and was arrested for driving under the influence (DUI) during non-County work hours. The employee also falsely reported to the Department that she was arrested for a probation violation after she was arrested a second time for DUI during non-County work hours. The employee was assigned to desk duty and disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
20082744	A DCFS employee entered falsified home visits with clients in the CWS/CMS and did not disclose her outside business to the Department. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
20082908	A DCFS employee inappropriately received a \$1,918 reimbursement for damage to her vehicle sustained in an accident that did not occur during County work hours. The Department changed its procedures to require employees to submit their time records along with damage claims. As of September 15, 2009 disciplinary action and restitution are pending.	Disciplinary action and restitution are pending.	September 17, 2009
20083037	A DCFS employee violated Department policy by failing to complete her timecard accurately and failing to submit her completed field itineraries. Disciplinary action is pending.	Disciplinary action is pending.	May 24, 2010
20083126	A DCFS supervisor did not properly accommodate an employee for his temporary work restriction. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
20083201	A DCFS employee worked for another County department while on disability leave from his County position. Another DCFS employee altered a County warrant and W-2 form and used the documents to apply for a real estate loan. Disciplinary actions are pending.	Disciplinary actions are pending.	May 24, 2010
20093412	Three DCFS employees accessed the CWS/CMS system to view the personal and confidential information in a client's case records without authorization. Disciplinary actions are pending.	Disciplinary actions are pending.	May 24, 2010

CASE NUMBER	SUMMARY OF CASE DISPOSITION	STATUS OF DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN	SEMI-ANNUAL FRAUD HOTLINE STATUS REPORT ISSUE DATE
20093480	Two DCFS employees accessed the CWS/CMS system to view the personal and confidential information in a client's case records without authorization. Disciplinary actions are pending.	Disciplinary actions are pending.	May 24, 2010
20093538	A DCFS employee accessed the CWS/CMS system to view the personal and confidential informant in participants' case records without authorization. Disciplinary action is pending.	Disciplinary action is pending.	May 24, 2010
20093557	A retired DCFS employee was rehired and continued to receive Los Angeles County Employee Retirement Association benefits. Restitution and disciplinary actions are pending.	Restitution and disciplinary actions are pending.	May 24, 2010
20093617	A DCFS employee falsified her field itinerary reports, did not comply with departmental policies and procedures regarding proper documentation of child visitations and did not perform the required visits to her clients. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
20093736	A DCFS employee falsified a physician's note in order to use sick leave while he was on vacation. Disciplinary action is pending.	Disciplinary action is pending.	May 24, 2010
20093762	A County laptop computer was stolen from a DCFS employee's unlocked vehicle, which was parked at her residence. The Department intends to charge the employee \$500 to replace the computer because she failed to properly secure it. Disciplinary actions and reimbursement are pending.	Disciplinary actions and reimbursement are pending.	May 24, 2010
20093783	A DCFS employee failed to exercise sound judgment when she identified herself as a DCFS employee while delivering proof of service documents to a County office on a personal matter. Disciplinary action is pending.	Disciplinary action is pending.	May 24, 2010
20093846	A DCFS employee engaged in inappropriate and unprofessional behavior during an interview with a juvenile client. Disciplinary action is pending.	Disciplinary action is pending.	May 24, 2010
20093926	A DCFS employee created a conflict of interest when he misrepresented himself as a psychologist to the Court and a law enforcement officer in order to visit his relative, who was an inmate in Court lockup. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
20093969	A DCFS employee used his assigned County computer and Internet access to view sexually explicit images. After the Department cancelled his Internet access, the employee continued to use his assigned County computer to view sexually explicit images from personal diskettes and USB flash drive media. Disciplinary action is pending.	Disciplinary action is pending.	May 24, 2010
20094006	A DCFS employee did not disclose her criminal conviction on her County employment application. Disciplinary action is pending.	Disciplinary action is pending.	May 24, 2010
20094055	A DCFS employee inappropriately accessed the CWS/CMS system to view the personal and confidential information in her relative's case records without authorization. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
20104377	A DCFS employee accessed the CWS/CMS system to view the personal and confidential information in her relative's case records without authorization. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
20104423	A DCFS employee used their County issued cell phone to make 1,977 personal calls while on a six-month medical leave. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
20104631	A DCFS employee violated Countywide and Departmental policies by using their County assigned computer to solicit business for their outside employment practice. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010

CASE NUMBER	SUMMARY OF CASE DISPOSITION	STATUS OF DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN	SEMI-ANNUAL FRAUD HOTLINE STATUS REPORT ISSUE DATE
Fire Department (Fire)			
20093256	A Fire employee used her assigned County computer and Internet access for non-County related business. The employee also shared the password to her computer with another employee. The Department intends to give the employee a three-day suspension.	The suspension is pending.	September 16, 2010
20093520	A Fire employee inappropriately received an out-of-class bonus and another employee was inappropriately promoted. The Department of Human Resources (DHR) has recommended rescinding both the bonus and the promotion, and Fire is working with DHR to implement mutually agreeable corrective actions.	Reclassification approval is progress.	May 24, 2010
20093589	A Fire employee used his assigned County computer and Internet access to view sexually explicit material and used his County e-mail account to send offensive material to co-workers. Disciplinary action is pending.	Discharge memo is still in progress.	May 24, 2010
Department of Health Services (DHS)			
20071801	A DHS physician and a County contract physician inappropriately issued prescription drugs to a DHS employee who was not a registered County patient and failed to maintain adequate medical records for the employee. The DHS employee inappropriately received free medication valued at \$148. The Department released the County contract physician and intends to place the physician on the "Do Not Send" list to prevent DHS from rehiring the physician. The Department also intends to give the County physician and the employee a 20-day suspension. As of September 15, 2009 execution of the disciplinary action is still pending.	Disciplinary action is pending.	September 17, 2009
20082653	A DHS employee used her assigned County computer and e-mail account to send inappropriate, non-County related e-mails to other County employees. Fifty additional employees were identified who sent non-County related e-mails. One employee received a Letter of Reprimand and disciplinary actions are pending for seven employees. All employees received a copy of the Department's Acceptable Use and Sexual Harassment Policies.	Disciplinary actions are pending for seven employees.	September 16, 2010
20082704	Two DHS employees claimed full shifts worked on their timecards for three and four days they did not work, respectively. In addition, 15 discrepancies were found for eight other employees who reported more hours worked on their timecards than what was indicated on their sign-in sheets. Timecard corrections and disciplinary actions are pending. In addition, disciplinary actions are pending for two supervisors who approved the timecards.	Corrections and disciplinary actions are pending.	September 16, 2010
20093539	A DHS employee signed patients' names on nine Medi-Cal application forms in order to expedite the ordering of equipment and supplies for the patient. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
20093564	A DHS employee fraudulently diverted 419 prescriptions on the pharmacy system using 67 patient records and at least one password was compromised. There was no evidence the patients should have received the medications. The patient pharmacy records were corrected. One employee was reassigned to restrict his access to patient information and all pharmacy employees have been required to change their passwords. The Sheriff determined that insufficient evidence exists to file criminal charges against any employee. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
20093580	Eighteen DHS employees accessed the LEADER and MEDS systems to view the personal and confidential information in a DPSS participant's case records without authorization. Also, 11 of the 18 DHS employees violated Department policy by failing to keep their LEADER and MEDS passwords secure, or by sharing their passwords. Disciplinary actions are pending.	Disciplinary actions are pending.	May 24, 2010

CASE NUMBER	SUMMARY OF CASE DISPOSITION	STATUS OF DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN	SEMI-ANNUAL FRAUD HOTLINE STATUS REPORT ISSUE DATE
Internal Services Department (ISD)			
20083240	An ISD employee was overpaid \$472 on her mileage claims after she miscalculated mileage and claimed mileage for days she did not work. The employee was counseled and reimbursement is pending.	Reimbursement is pending.	September 16, 2010
Department of Mental Health (DMH)			
20082548	Two DMH employees and one manager used their assigned County computers and e-mail accounts to send and receive inappropriate, non-County related material including pictures, chain letters, etc. Disciplinary actions are pending.	Disciplinary actions are pending.	September 16, 2010
Department of Parks and Recreation (Parks)			
20082334	A Parks employee reported 178.5 hours of regular time and 26.5 hours of overtime during a 10-month period that was not documented on the facility's sign in/out log, and he failed to consistently sign in/out as required. Also, the employee and his supervisor both failed to report a change in their relationship after the employee became the supervisor's son-in-law. Disciplinary actions are pending.	Disciplinary actions are pending.	September 16, 2010
20093694	A Parks supervisor took home County equipment for personal use and allowed other employees to take home equipment for personal use. Most of the equipment was returned to Parks; however, the Department determined a public address system and a camcorder are unaccounted for. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
20093930	A Parks supervisor did not properly verify employee timecards before approving them. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
Probation Department (Probation)			
20082977	A Probation employee did not sign in/out on the Department's attendance log, claimed eight hours worked on a day she was absent and claimed 71 hours of overtime that she did not work. The employee was given a Letter of Warning, and timecard corrections are pending.	Timecard corrections are pending.	September 16, 2010
20094037	A Probation meal ticket program audit found collections of \$312 and 125 tickets were missing. The responsible employee(s) could not be identified due to internal control weaknesses. Disciplinary action for the manager responsible for the program and strengthening of internal controls are pending.	Internal controls and disciplinary action are pending.	September 16, 2010
Department of Public Social Services (DPSS)			
20083159	Two related DPSS employees accessed the LEADER system to view the personal and confidential information in the case records of their relatives. In addition, the employees failed to report to the Department that a DPSS participant lived with them for several months. One employee received a 20-day suspension and disciplinary action is pending for the other employee.	Disciplinary action is pending for the other employee.	September 16, 2010
20093312	A DPSS employee inappropriately changed the Medi-Cal aid code in a participant's case record, resulting in the participant receiving increased Medi-Cal benefits for two months. The Medi-Cal aid code was corrected. The Department intends to give the employee a 30-day suspension.	Disciplinary action is pending.	September 16, 2010
20093587	A DPSS employee accessed the LEADER system to view the personal and confidential information in a participant's case records without authorization. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
20093912	A DPSS employee accessed the LEADER and Medi-Cal Eligibility Data System (MEDS) systems to view the personal and confidential information in a participant's case records without authorization. The employee also did not report her outside employment and exceeded the 24-hour per week limit on outside employment. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010

CASE NUMBER	SUMMARY OF CASE DISPOSITION	STATUS OF DISCIPLINARY AND/OR CORRECTIVE ACTION TAKEN	SEMI-ANNUAL FRAUD HOTLINE STATUS REPORT ISSUE DATE
20093914	A DPSS employee exceeded the 24-hour per week limit on outside employment for a two and a half year period. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
20094015	A DPSS employee did not report outside employment as an IHSS provider and exceeded the 24-hour per week limit on outside employment. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
20094177	A DPSS employee failed to report her outside employment activities. The employee submitted an updated declaration of outside employment. Disciplinary action is pending.	Disciplinary action is pending.	September 16, 2010
Total number of cases pending disciplinary action			49