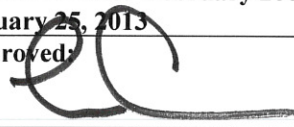




**COBB COUNTY COMMUNITY SERVICES BOARD
DOUGLAS COUNTY COMMUNITY SERVICES BOARD**

Page 1 of 1

Policy # 6003	Fraud and Abuse
Origination Date: November 2004	
Revision Date: December 8, 2014	
Reviewed Date: February 2005; January 13, 2006; May 4, 2007; May 2, 2008; April 2, 2009; May 21, 2010, January 25, 2013	
Approved: 	
Tod W. Citron, Executive Director	

POLICY:

It is the policy of Cobb County Community Services Board and the Douglas County Community Services Board, through the assertive effort of the Management / Leadership Team, to make every effort, reasonable or otherwise, to insure that:

1. Opportunity to commit fraud and abuse relative to the agency assets is eliminated or otherwise mitigated,
2. Any and all reports of fraud and abuse through reasonable suspicion as a test of evidence are responded to in a timely and accurate manner, and
3. All employees are aware of their responsibility to report agency reasonable suspicion of such activity without regard for the nature, extent, longevity, or potential consequences of the report.

The Fraud and Abuse policy is to insure that the agency has guidelines and procedures in effect for the handling of fraud and abuse (including misappropriation of funds).

PROCEDURE:

1. All employees of the agency have a substantial responsibility to report any circumstances of reasonable suspicion that fraud and abuse has occurred.
2. Any such report should be directed to the Executive Director and/or the Fiscal Director without regard for compliance with the operation of his/her chain-of-leadership.
3. At the employee's discretion, such a report may be directed instead and in confidence to the Corporate Compliance Officer at (770) 429-5000. Any employee making such report in good faith will not be subject to any form of reprisal, threat of reprisal or harassment as a result of either having made the report or having participated in investigations of such report.

The Executive Director of the Cobb County Community Services Board and the Douglas County Community Services Board is responsible for the implementation of this policy within the programs.