

# VLS

## FRAUD ALERT HOTLINE SERVICE

### ONE OF THE MOST EFFECTIVE TOOLS IN PREVENTING AND DETECTING FRAUD

**THE FRAUD ALERT HOTLINE SERVICE** from VLS *Fraud Solutions* is a powerful 24/7 Anonymous Reporting system—a proven and highly effective anti-fraud tool for schools and colleges. The toll-free anonymous telephone hotline, and the anonymous website, are your “always-on,” safe and confidential means for your employees and staff to promote ethical behavior, prevent fraud and detect suspicious and fraudulent activities.

Anonymous tips are the most common method in detecting fraud. Nearly every school and college is the victim of fraud that robs them of many thousands of dollars in precious resources each year. Experienced law enforcement agencies and investigators agree that “confidential source” information is one of the most valuable tools to identify, detect and solve a fraud scheme. Tips are the most common method in detecting fraud, and early detection reduces loss. A Fraud Alert Hotline has been found to effectively identify potential fraud risks and perpetrators.

“ *The most common means of detecting fraud is through tips. Having a Hotline in place is proven to decrease the time to detect fraud, and those entities that had Hotlines in active use experienced much lower dollar losses associated with fraud.* ”

—Association of Certified Fraud Examiners, 2006 Report to the Nation

#### HOW AND WHY IT WORKS

The toll free, bilingual (English & Spanish) telephone line and the free, open-access website operates full-time. Unlike other Hotline answering services, calls are answered by trained interviewers and all information is reviewed by experienced Certified Fraud Examiners who provide immediate consultation on a plan of action.

For each call, an immediate Alert Advisory is sent and a summary is prepared with an analysis of the implications. When an investigation is warranted, a plan of action and assessment of resources is coordinated with the client if needed, and a timely and thorough investigation can be handled by our experienced fraud investigators.

Service advantages include:

- sends positive message “from the top” about integrity and zero tolerance;
- protects privacy and is immediately accessible at a time best for informant or complainant;
- captures all relevant (factual and emotional) information;
- available to all employees, and anyone else doing business with you, who are more likely to report to a third party;
- uncovers both internal and external fraud risk and information;
- captures additional or new complaint from same complainant;
- provides a timely assessment and professional response to alert;
- acts as a positive public relations tool for administration, employees, students and public.



**VLS FRAUD SOLUTIONS** A PROFESSIONAL SERVICE OF VICENTI, LLOYD & STUTZMAN LLP

*Working together to build a culture of integrity and productivity within your workplace*

2210 E. ROUTE 66, SUITE 100, GLENDORA, CA 91740 | [WWW.VLSLLP.COM](http://WWW.VLSLLP.COM) | (626) 857-7300

**INDEPENDENT TURN-KEY PROGRAM IS READY NOW** You can implement our professional Hotline program immediately. It is fully compliant with all regulatory and legal requirements. It is based on expert knowledge of proven methods of detection and uses reporting mechanisms and courses of action that are pre-established and can effectively integrate with your anti-fraud program. This third-party system also tracks all complaints and alerts, maintains an independent database of original alerts and disposition, and provides an analysis to identify patterns and trends. Information is always accessible and retrievable.

#### **ONGOING TRAINING AND EDUCATION WITH YOUR HOTLINE PROGRAM**

With your subscription to the VLS Fraud Alert Hotline, an initial companywide orientation is included. This training includes mechanics of the Hotline and an overview about fraud in the workplace. As a subscriber to the VLS Fraud Alert Hotline, all other VLS Fraud Solutions courses are available at discounted rates.

#### **A POTENT PUBLIC RELATIONS TOOL**

Establishing a Fraud Alert Hotline communicates an important message about your institution's high standards and ethical reputation, beginning with setting a "Tone at the Top." This program educates the public, helps recruit ethical employees, and sets a standard for all individuals doing business with your institution. With a system in place, you can handle fraud issues internally, discreetly, consistently and enables you to maintain focus on your primary day-to-day responsibilities with less distraction.

#### **EXPERIENCE COUNTS**

*VLS Fraud Solutions* has over 50 years experience helping local educational agencies in California fight fraud. We are proven experts in school and college environments. All *VLS Fraud Solutions* services are conducted by our multi-disciplinary team of fraud experts (*CPAs, Certified Fraud Examiners and former law enforcement investigators including the FBI*).

**FOR MORE INFORMATION** on *VLS Fraud Solutions*, and to schedule your free consultation, please contact Linda Saddlemire, CPA, CFE, or Ernie Cooper, CPA, CFE—our **VLS FRAUD SOLUTIONS ADVISORS—AT (626) 857-7300**. Or you can e-mail Linda at [lsaddlemire@vlsllp.com](mailto:lsaddlemire@vlsllp.com) or Ernie at [ecooper@vlsllp.com](mailto:ecooper@vlsllp.com).

