



Martha S. Mavredes, CPA
Auditor of Public Accounts

Commonwealth of Virginia

Auditor of Public Accounts

P.O. Box 1295
Richmond, Virginia 23218

April 5, 2019

The Honorable Lisa A. Mayne
Chief Judge
County of Fairfax General District Court
4110 Chain Bridge Road
Fairfax, VA 22030

Audit Period: July 1, 2017 through June 30, 2018
Court System: County of Fairfax
Judicial District: Nineteenth

We are performing a statewide audit of the General District Courts. During our review of this court, we conducted certain audit procedures, as we deemed appropriate.

Management of this court is an important part of the court's accountability, since you are responsible for establishing and maintaining internal controls and complying with applicable laws and regulations. During our review, we noted certain matters that required management's attention and corrective action. These matters included:

Properly Bill and Collect Psychological Evaluation Fees

Repeat: No

The Clerk did not properly bill and collect psychological evaluation fees. In five of nine cases tested, defendants were not billed a total of \$3,050. The Clerk should correct the specific cases noted above and should establish a system of review to minimize the likelihood of billing errors going undetected. In all cases, the Clerk should bill and collect psychological evaluation fees in accordance with the Code of Virginia.

Lisa A. Mayne, Chief Judge

April 5, 2019

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We acknowledge the cooperation extended to us by the Clerk and his staff during this engagement.

AUDITOR OF PUBLIC ACCOUNTS

MSM: clj

cc: The Honorable Susan J. Stoney, Judge
The Honorable Tina L. Snee, Judge
The Honorable Michael J. Cassidy, Judge
The Honorable Manuel A. Capsalis, Judge
The Honorable Michael J. Lindner, Judge
The Honorable Michael H. Cantrell, Judge
The Honorable William J. Minor, Jr., Judge
The Honorable Mitchell I. Mutnick, Judge
The Honorable Mark C. Simmons, Judge
C. Eric Barr, Clerk
Paul F. DeLosh, Director of Judicial Services
Supreme Court of Virginia