



August 23, 2018

Jeannine Birmingham, CPA, CGMA, President/CEO  
Derrell Curry, Peer Review Committee Chair  
Alabama Society of CPAs  
1041 Longfield Court  
Montgomery, Alabama 36117

Re: Oversight Visit to Alabama Society of CPAs

Dear Ms. Birmingham and Mr. Curry:

I have attached the report and letter on the oversight visit that I performed on August 15-16, 2018. Please review the oversight visit documents with the peer review staff and prepare a response to the observations using exhibit 1-8 from the *AICPA Peer Review Program Oversight Handbook* as a guide. If there were no specific observations requiring a response, please prepare a brief letter acknowledging the visit using exhibit 1-9 from the oversight handbook as a guide. Your response for review and comment should be submitted to me prior to submitting the response to the Oversight Task Force. Please address your letter to Brian Bluhm, Chair of the Oversight Task Force and email it to Laurel Gron, AICPA Peer Review Manager no later than 90 days from the date of this letter.

If you have any comments or suggestions to be communicated to the AICPA Peer Review Board (board), please prepare a letter to the AICPA Oversight Task Force using exhibit 1-10 from the oversight handbook as a guide. Your comments and suggestions that might have been discussed as part of your oversight visit are no longer summarized in the letter of procedures and observations and must be communicated separately. This is important as your suggestions enable the board to identify problems and concerns, to provide consultation, and to provide additional guidance as needed on a national basis.

If you have any questions, please contact Laurel Gron with the AICPA Peer Review Program at [laurel.gron@aicpa-cima.com](mailto:laurel.gron@aicpa-cima.com) or (919) 402-4535.

Sincerely,

A handwritten signature in black ink that reads "Randy S. Watson".

Randy S. Watson, Member, Oversight Task Force  
AICPA Peer Review Program

Enclosure

cc: Laurel Gron, AICPA Peer Review Program  
Brian Bluhm, *Chair, Oversight Task Force*



## Oversight Visit Report

August 16, 2018

To the Alabama Society of CPAs  
*Peer Review Committee*

We have reviewed Alabama Society of CPA's administration of the AICPA Peer Review Program (program) as part of our oversight program. Alabama Society of CPAs is responsible for administering the program in Alabama. Our procedures were conducted in conformity with the guidance established by the AICPA Peer Review Board (board) as contained in the *AICPA Peer Review Program Oversight Handbook*.

### **Administering Entity's Responsibility**

The administering entity is responsible for administering the AICPA Peer Review Program in compliance with the *AICPA Standards for Performing and Reporting on Peer Reviews*, interpretations, and other guidance established by the board.

### **Oversight Task Force's Responsibility**

Our responsibility is to determine whether (1) administering entities are complying with the administrative procedures established by the board as set forth in the *AICPA Peer Review Program Administrative Manual*, (2) the reviews are being conducted and reported upon in accordance with the standards, (3) the results of the reviews are being evaluated on a consistent basis by all administering entity peer review committees, and (4) information disseminated by administering entities is accurate and timely.

### **Conclusion**

Based on the results of the procedures performed, we have concluded that the Alabama Society of CPAs has complied with the administrative procedures and standards in all material respects as established by the board.

As is customary, we have issued a letter of oversight visit procedures and observations that details the oversight procedures performed and sets forth recommendations that were not considered to be of sufficient significance to affect the conclusions expressed in this report.

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Randy S. Watson, Member, Oversight Task Force  
AICPA Peer Review Program



August 16, 2018

To the Alabama Society of CPAs  
*Peer Review Committee*

We have reviewed Alabama Society of CPA's administration of the AICPA Peer Review Program as part of our oversight program and have issued our report thereon dated August 16, 2018. That report should be read in conjunction with the observations in this letter, which were considered in determining our conclusions. The observations described below were not considered to be of sufficient significance to affect the conclusions expressed in that report.

The oversight visit was conducted according to the procedures in the *AICPA Peer Review Program Oversight Handbook*. An oversight program is designed to improve the administering entity's administration of the AICPA Peer Review Program through feedback on its policies and procedures, and to provide resource assistance from an AICPA Peer Review Board Oversight Task Force member on both technical and administrative matters.

In conjunction with the oversight visit of the Alabama Society of CPAs, the administering entity for the program, conducted on August 15-16, 2018, the following observations are being communicated.

**Administrative Procedures**

On the morning of August 15, 2018, I met with the Peer Review Coordinator to review the program's administration. I believe the administrative processes were being handled in a manner consistent with peer review standards.

I reviewed the files, which were still open due to follow-up actions, which had not yet been completed. I found that the follow-up actions were being effectively monitored for completion by the administrative staff and the peer review committee.

I also reviewed the policies and procedures for the granting of extensions. I found that the Peer Review Coordinator handles short-term extension requests with discussion from the committee when the circumstances warrant.

I also reviewed the timeliness of technical reviews and the preparation of committee decision letters. I found no problems in these areas.

The administering entity has developed a backup plan to support the administrators and technical reviewers if they become unable to serve in their respective capacities.

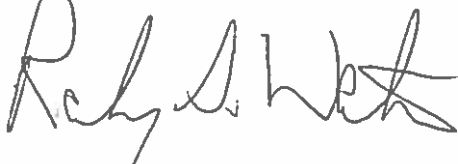
Appropriate decisions were made in the acceptance process, including assigned corrective actions and reviewer monitoring. Reviews were being presented to the RABs on a timely basis.

**Oversight Program**

The Alabama Society of CPA's peer review committee has adopted a formal oversight program that is well documented. I reviewed the document and procedures performed and found it to be comprehensive.

**Summary**

There are no further observations to be communicated to the Alabama Society of CPAs.

A handwritten signature in black ink, appearing to read "Randy S. Watson". The signature is written in a cursive style with a large initial "R".

Randy S. Watson, Member, Oversight Task Force  
AICPA Peer Review Program