

.02 Acting on Reports of Investigation – Potential Violations Found

REVISION 01
(07/01/07 - 09/30/07)

When the POTENTIAL Violations Found box is checked on the Report of Investigation (ROI) the agency MUST send the [C022](#) notice. This box is checked when a potential violation is found and OSI was unable to provide due process.

The mandatory verification needed based on the investigation findings must be included in the C022.

The C022 must inform the participant of the following:

- Allegations.
- Investigation findings.
- Specific information needed to rebut facts discovered in the investigation.
- Additional [mandatory verification](#) needed based on the results of the investigation. The EI must state which documentation or collateral verification is needed.
- The opportunity to respond to allegations of potential fraud.

Provide a copy of the ROI and any information and verification submitted with the ROI when requested by the participant.

When the participant fails to provide verification requested in the C022, see [Acting on Reports of Investigation – Failure to Respond](#).

WARNING

When a change results in a negative action, supervisor approval MUST be obtained prior to taking the action.