

Texas Tech University Health Sciences Center El Paso Institutional Compliance Procedure

Procedure: SB 17 (2024) Annual Compliance Attestations	
Effective Date: July 16, 2024	Last Revision:
References: SB 17 (2024), Internal Audit - Report on Senate Bill 17 Compliance Review of Texas Tech University Health Sciences Center El Paso, July 3, 2024, Project #2024046d	
TTUHSC El Paso Institutional Compliance Website: http://elpaso.ttuhscc.edu/compliance/	

Procedure Statement

This procedure supports the action plan established by the president of Texas Tech University Health Sciences Center El Paso in response to Internal Audit – “*Report on Senate Bill 17 Compliance Review of Texas Tech University Health Sciences Center El Paso, July 3, 2024, Project #2024046d.*”

Scope

This procedure applies to the following departments:

1. Office of Institutional Compliance,
2. Office of Institutional Advancement,
3. Human Resources,
4. Office of Research, and
5. Faculty Affairs.

Procedure

1. On the first Monday of each July, Compliance will send the SB 17 (2024) attestations to the departments listed in the scope of this procedure until Senate Bill 17 (2024) has either been replaced or revoked.
2. The attestations (see attachments) will be sent to the Vice President of each respective area with a due date of two (2) weeks after the distribution.
 - a. If the attestations are not returned in the two week time period a reminder will be sent to the individual copying the President of the University.
3. Compliance will report the findings to the Office of the President in the Annual Compliance Report.

Frequency of Review

This procedure will be reviewed by the end of May of each even-numbered year.

Review Date:

Revision Date: