

Audit Assist

The Audit Assist function enables you to perform an immediate check on a document to determine if there are any warnings or errors that could impede processing of the voucher.

There are different errors and/or warnings that display a message when something is incorrect on a document. Once you click **Audit Assist** on the voucher, if something is incorrect, you receive either an error or warning message. When an error message is displayed, you are not allowed to continue with the voucher until the condition has been changed. When a warning message is displayed, you are allowed to continue with the voucher, but your court may require more information or additional changes before the document is approved.

Figure 1: Audit Assist

Basic Info				Services	Expenses	Claim Status	Documents	Summary	Confirmation				
Basic Info													
1. CIR./DIST./DIV.CODE 0101	2. PERSON REPRESENTED Randolf Rex		VOUCHER NUMBER										
3. MAG. DKT/DEF.NUMBER 1:15-MJ-01098-2-BB	4. DIST. DKT/DEF.NUMBER 1:15-CR-02103-2-BB	5. APPEALS. DKT/DEF.NUMBER		6. OTHER. DKT/DEF.NUMBER									
7. IN CASE/MATTER OF(Case Name) USA v Rex	8. PAYMENT CATEGORY Felony (including pre-trial diversion of alleged felony)		9. TYPE PERSON REPRESENTED Adult Defendant		10. REPRESENTATION TYPE Criminal Case								
11. OFFENSE(S) CHARGED 15:77X.F SECURITIES VIOLATIONS													
12. ATTORNEY'S NAME ANDMAILING ADDRESS Kerry Kriger 110 Main Street San Antonio TX 78210 Phone: 210-539-3903				13. COURT ORDER <input checked="" type="checkbox"/> A Associate <input type="checkbox"/> C Co-Counsel <input type="checkbox"/> F Subs for Federal Defender <input type="checkbox"/> O Appointing Counsel <input type="checkbox"/> P Subs for Panel Attorney <input type="checkbox"/> R Subs for Retained Attorney <input type="checkbox"/> S Pro Se <input type="checkbox"/> T Retained Attorney <input type="checkbox"/> Y Standby Counsel Prior Attorney's Name Appointment Dates Signature of Presiding Judge or By Order of the Court Barney Ball Date of Order Nunc Pro Tunc Date 11/1/2015 Repayment <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO									
14. LAW FIRM NAME ANDMAILING ADDRESS													
Payment Info													
Preferred Payee Billy Bates - William Bates <input type="text" value="Billy Bates - William Bates"/> Billing Code: 110 Main Street San Antonio, TX 78210 - US Phone: 210-368-3466 Fax:													
<input type="button" value="« First"/>		<input type="button" value=" < Previous"/>		<input type="button" value=" Next >"/>		<input type="button" value="Last »"/>		<input type="button" value="Save"/>		<input type="button" value="Delete Draft"/>		<input type="button" value="Audit Assist"/>	

Figure 2: Error Message

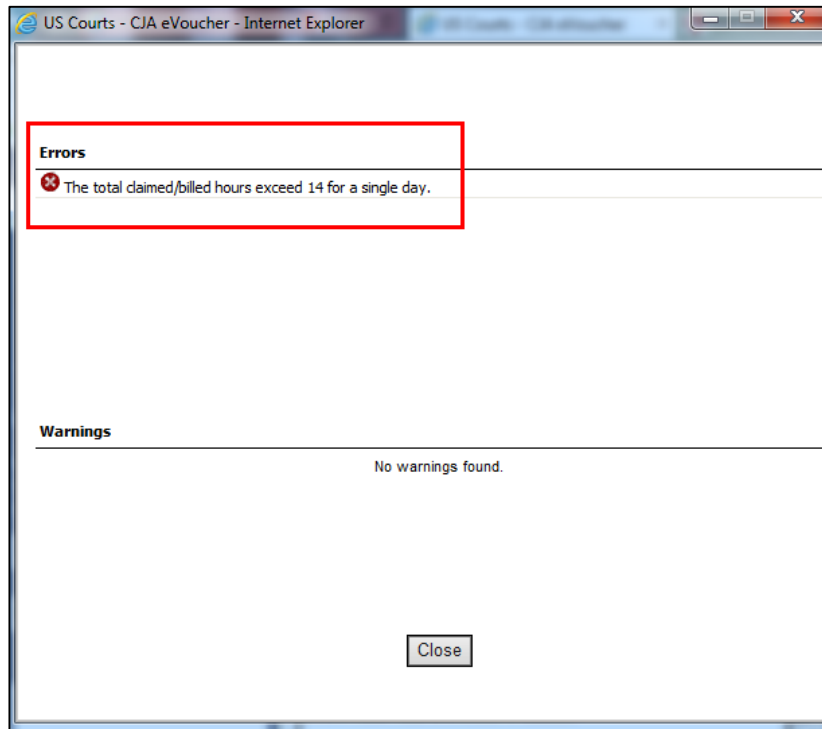


Figure 3: Warning Message

