

Administrative Policy No. 4.09

Subject: Delegation of Authority to Investigate Programs Administered by the Department

Information Contact: Senior Director, Office of Fraud and Accountability
MS 45817 360-664-5767

Authorizing Source: RCW [10.93.020\(2\)](#), [43.20A.110](#), [43.20A.605](#), [74.04.012](#), [74.04.050](#), [74.04.060](#), [74.09.200](#), [74.09.210](#), & [74.09.290](#)

Effective Date: April 27, 1990

Revised: October 5, 2020

Approved By: Original signed by Lori Melchiori
Senior Director, Office of Policy and Rules

Purpose

This policy establishes authority for the Office of Fraud and Accountability to:

- Investigate public assistance applicant and recipient fraud in programs administered by the department or investigated pursuant to a service level agreement (SLA) with another agency.
- Investigate providers, other than providers of medical services funded by Title XIX funds.
- Refer appropriate cases to the prosecuting authority of jurisdiction.

Scope

This policy applies to all DSHS organizational units.

Policy Requirements

- A. The office of fraud and accountability will:
1. Investigate applicant, recipient, and provider fraud—other than medical providers funded by Title XIX funds—in programs administered by the department.

2. Secure evidence, using methods of investigation that:
 - a. Do not infringe on the legal rights of persons involved, and
 - b. Are consistent with recognized principles of due process.
 3. Refer all appropriate cases, where substantial evidence of criminal acts has been found, to the county prosecuting attorney, United States Attorney of jurisdiction, or both.
- B. All DSHS employees will cooperate with investigations conducted by the office of fraud and accountability. Failure to do so may result in corrective action.

DSHS Official