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Report on the Firm's System of Quality Control

June 7, 2019

To Stephen A. Tope, CPA and the Peer Review Committee of the Ohio Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Stephen A. Tope, CPA (the firm) in effect for the year ended December 31, 2018. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included an engagement performed under *Government Auditing Standards* including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

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Deficiency Identified in the Firm's System of Quality Control

We noted the following deficiency during our review:

1. The firm's quality control policies and procedures addressing engagement performance are not complied with on a routine basis to provide reasonable assurance that audit engagements are performed in accordance with professional standards. The firm's quality control policies and procedures require that all engagements be properly planned, performed, supervised, reviewed, documented and communicated in accordance with the requirements of professional standards. Audit documentation did not meet the requirements of professional standards for the audits reviewed. Specifically, risk assessment and the response to risks was not documented at the assertion level for all audits. Additionally, for the single audit reviewed we noted inadequate planning, risk assessment and audit procedures for the federal compliance audit. There were errors in the single audit reporting package and the report was not uploaded to the federal clearinghouse. In our opinion, this contributed to audits that did not conform to professional standards in all material respects. The firm intends to remediate the nonconforming audit workpapers by adding the omitted procedures and will then consider recalling and reissuing audit reports.

Opinion

In our opinion, except for the deficiency previously described, the system of quality control for the accounting and auditing practice of Stephen A. Tope, CPA in effect for the year ended December 31, 2018, has been suitably designed or complied with to provide the firm with reasonable assurance of performing or reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Stephen A. Tope, CPA has received a peer review rating of *pass with deficiency*.



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