

Element 2	Score	Draft #	Final Score	Notes
Scores are applied according to audit instructions/guidelines. (1 point per question)	0 – 11			
Validation methods applied as per instructions (DIO). (1 point per question)	0 – 11			
For each question, notes adequately justify the scoring and there is no contradiction between notes and score awarded. (4 points per question)	0 – 44			
No contradictions between one question and another. (-5 for each question affected by contraction)				
Program “strengths” are noted for the element, and are appropriate to the notes and scoring. (rating: 0, 5 or 10)	/10			
Suggestions given are clear and actionable, and appropriate to the notes/score for the element. (rating: 0, 5, 10, 15 or 20)	/20			
Element Total:	/96			
				Running Total
				/258

Element 3	Score	Draft #	Final Score	Notes
Scores are applied according to audit instructions/guidelines. (1 point per question)	0 – 19			
Validation methods applied as per instructions (DIO). (1 point per question)	0 – 19			
For each question, notes adequately justify the scoring and there is no contradiction between notes and score awarded. (4 points per question)	0 – 76			
No contradictions between one question and another. (-5 for each question affected by contraction)				
Program “strengths” are noted for the element, and are appropriate to the notes and scoring. (rating: 0, 5 or 10)	/10			
Suggestions given are clear and actionable, and appropriate to the notes/score for the element. (rating: 0, 5, 10, 15 or 20)	/20			
Element Total:	/144			
				Running Total
				/402

Element 4	Score	Draft #	Final Score	Notes
Scores are applied according to audit instructions/guidelines. (1 point per question)	0 – 14			
Validation methods applied as per instructions (DIO). (1 point per question)	0 – 14			
For each question, notes adequately justify the scoring and there is no contradiction between notes and score awarded. (4 points per question)	0 – 56			
No contradictions between one question and another. (-5 for each question affected by contraction)				
Program “strengths” are noted for the element, and are appropriate to the notes and scoring. (rating: 0, 5 or 10)	/10			
Suggestions given are clear and actionable, and appropriate to the notes/score for the element. (rating: 0, 5, 10, 15 or 20)	/20			
Element Total:	/114			
				Running Total
				/516

Element 5	Score	Draft #	Final Score	Notes
Scores are applied according to audit instructions/guidelines. (1 point per question)	0 – 10			
Validation methods applied as per instructions (DIO). (1 point per question)	0 – 10			
For each question, notes adequately justify the scoring and there is no contradiction between notes and score awarded. (4 points per question)	0 – 40			
No contradictions between one question and another. (-5 for each question affected by contraction)				
Program “strengths” are noted for the element, and are appropriate to the notes and scoring. (rating: 0, 5 or 10)	/10			
Suggestions given are clear and actionable, and appropriate to the notes/score for the element. (rating: 0, 5, 10, 15 or 20)	/20			
Element Total:	/90			
				Running Total
				/606

Element 6	Score	Draft #	Final Score	Notes
Scores are applied according to audit instructions/guidelines. (1 point per question)	0 – 11			
Validation methods applied as per instructions (DIO). (1 point per question)	0 – 11			
For each question, notes adequately justify the scoring and there is no contradiction between notes and score awarded. (4 points per question)	0 – 44			
No contradictions between one question and another. (-5 for each question affected by contraction)				
Program “strengths” are noted for the element, and are appropriate to the notes and scoring. (rating: 0, 5 or 10)	/10			
Suggestions given are clear and actionable, and appropriate to the notes/score for the element. (rating: 0, 5, 10, 15 or 20)	/20			
Element Total:	/96			
				Running Total
				/702

Element 7	Score	Draft #	Final Score	Notes
Scores are applied according to audit instructions/guidelines. (1 point per question)	0 – 12			
Validation methods applied as per instructions (DIO). (1 point per question)	0 – 12			
For each question, notes adequately justify the scoring and there is no contradiction between notes and score awarded. (4 points per question)	0 – 48			
No contradictions between one question and another. (-5 for each question affected by contraction)				
Program “strengths” are noted for the element, and are appropriate to the notes and scoring. (rating: 0, 5 or 10)	/10			
Suggestions given are clear and actionable, and appropriate to the notes/score for the element. (rating: 0, 5, 10, 15 or 20)	/20			
Element Total:	/102			
				Running Total
				/804

Element 8	Score	Draft #	Final Score	Notes
Scores are applied according to audit instructions/guidelines. (1 point per question)	0 – 9			
Validation methods applied as per instructions (DIO). (1 point per question)	0 – 9			
For each question, notes adequately justify the scoring and there is no contradiction between notes and score awarded. (4 points per question)	0 – 36			
No contradictions between one question and another. (-5 for each question affected by contraction)				
Program “strengths” are noted for the element, and are appropriate to the notes and scoring. (rating: 0, 5 or 10)	/10			
Suggestions given are clear and actionable, and appropriate to the notes/score for the element. (rating: 0, 5, 10, 15 or 20)	/20			
Element Total:	/84			
				Running Total
				/888

Overall Report	Score	Draft #	Final Score	Notes
No contradictions exist from one element to another. (-15 for each instance of a contradiction from to element)				
Element score calculated correctly. (-5 for each miscalculation identified.)				
Total Deducted from overall score				
				Grand Total
				/888

The following items are to be scored “Yes” or “No.” All items must be scored “Yes” before the report can be approved by the Certifying Partner.

Overall Report	Y/N	Corrected	Draft #	Notes
Report is legible and has a minimum of grammar/spelling errors.		<input type="checkbox"/>		
Ex. Summary includes key suggestions for improvement and key process strengths.		<input type="checkbox"/>		
Summary Score Sheet accurately represents overall scores.		<input type="checkbox"/>		