

Virginia-Specific Ethics Course 2013 Outline

A. VBOA Fee Changes – Required discussion and handouts.

- New Fee Schedule – Effective January 1, 2013
- Q&A with the VSCPA

B. Enforcement Cases – Required discussion and handout.

- Trends
- Disciplinary actions

C. AICPA Professional Ethics Executive Committee (PEEC) Update

- [Proposed Revised and New Interpretations and Proposed Deletions of Ethics Rulings](#)

AICPA Accounting & Review Services Committee (ARSC) Update

- Note: At the time this outline was developed, the AICPA had published an Exposure Draft entitled: *Proposed Statements on Standards for Accounting and Review Services Association With Unaudited Financial Statements; Compilation of Financial Statements; and Compilation of Financial Statements-Special Considerations*. In January 2013 the ARSC voted to withdraw its [compilation and association exposure draft](#) in response to comment letters from stakeholders. The ARSC immediately began work on a proposal that will respond to these major concerns. A new Exposure Draft is expected to be issued in the late spring or early summer. Sponsors of the 2013 Virginia-specific Ethics Course should check back periodically to determine the current status of this AICPA Exposure Draft.

D. Documentation

- To include organization, workflow, retention (electronic)
- [AU-C Section 230](#)
- PRP Sections [4300](#) & [4400](#) Quality Control Policies & Procedures
- [SSARS No. 19](#)
- [SSAE No. 11](#)
- IRS Circular 230
- Sample links:
 - [Auditing Standard No. 3](#)
 - PCAOB [Case Study](#)

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E. Virginia's Top 10 Issues for 2013 *

1. Ownership of Information** - Who owns the information involved in a professional service affects the rights and responsibilities of those involved. It affects confidentiality issues, workpaper ownership and availability, the use of data for research and statistical analysis, oral assurance, and other issues. This affects CPAs in practice, industry, government and academe.
 - [Code of Professional Conduct - 501-1 – Records](#)
 - Tax Advisor Articles – Textron case, etc – April 2009, October 2009, May 2010 - Supreme Court Declines to Hear Textron Work Product Privilege Case
2. VBOA Requirements for Licensure/Renewal
 - [Initial License – Individual](#)
 - [Initial License – Firm](#)
 - [Renew License – Individual](#)
 - [Renew License - Firm](#)
3. CPE Reporting Requirements
 - [Board Regulation 18VAC5-22-40](#)
 - [Board Regulation 18VAC5-22-90](#)
 - [Board Regulation 18VAC5-22-140](#)
 - [Summary](#)
4. Behavioral Ethics
 - Example: [Kohlberg's Stages of Moral Development](#)
5. Enforcement FAQs
 - [Use of CPA Title in Virginia](#)
 - [General FAQs](#)
6. VBOA Social Media
 - Access/sign up from [home page](#)
 - Twitter
 - LinkedIn
 - Facebook
7. [Board Policies](#)
8. International Ethics Convergence
 - [Accounting WEB article - 8/28/09](#)
 - [AICPA article - 5/08](#)
 - [Journal of Accountancy article – 10/10](#)

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9. Fiduciary Responsibilities
 - AICPA Practice Guide (attached)
 - [AICPA/fi360 Publishes Handbook for Investment Advisors](#)
 - [AICPA Fiduciary Responsibility Fact Sheet](#) (Available to AICPA members only)
 - [AICPA Fiduciary Standard of Care](#)
 - [Fiduciary Responsibilities for CPAs in Industry](#) (Available to AICPA members only)

10. AICPA vs. Private Company Council - "Method of Accounting"
 - [AICPA's Financial Reporting Framework for Small- and Medium-sized Entities - FAQs](#)
 - [AICPA's Exposure Draft – Proposed Financial Reporting for Small- and Medium sized Entities](#)
 - [Private Company Financial Reporting - FAQs](#)

For Participants:

If the participant is not satisfied with the content of this course, the instructor, or does not believe that the course satisfies the requirements of this outline, the participant is encouraged to contact the VBOA at boa@boa.virginia.gov, or by calling (804) 367-0728.

For CPE Providers/Course Instructors:

Notes: CPE providers must provide a copy of this outline to each participant. It is recommended that CPE providers make cases and other materials available to participants in advance, e.g., by posting them on provider websites.

* Virginia's Top 10 Issues for 2013 - Awareness of Regulatory Issues Relative to Virginia CPAs. Provider/Instructor may use discretion as to topic selection from the provided list. Practical situations, potential solutions and examples must be included and illustrated with short scenarios or simulations. Course content (topic selections) should be tailored to best suit the audience (private and/or public practice).

<p style="text-align: center;">Virginia-Specific Ethics Course 2013 Outline</p>
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**Ownership of Information – Discussion of this topic should also include confidentiality issues, rule 301 of the Code of Conduct.

Discussion Topics/ Examples:

- A CPA is asked to provide client data (without identification of the client) for academic or other third-party research or analysis – can he?
- A CPA in industry moves to another employer. What information can he take with him for use there (i.e., client lists, accounting methods, calculations, or records)?
- An auditor applying analytical procedures on a client would like to compare ratios to those of another client in the same industry, can he?
- A CPA is the auditor for two companies that do business with each other. Can he/should he look at the records of one to provide evidence on the audit of the other?
- A banker calls the CPA and asks questions regarding the financial statement he compiled. Can he provide information orally? Can he provide assurance to its accuracy?

Important: CPE providers should urge participants to monitor the VBOA website for updates and information regarding the VBOA. CPE providers should also urge licensees to register with the Virginia Town Hall to receive automated VBOA regulatory updates (www.townhall.virginia.gov).