How to Perform a Public File Search to Check for Enrollment in the Peer Review Program

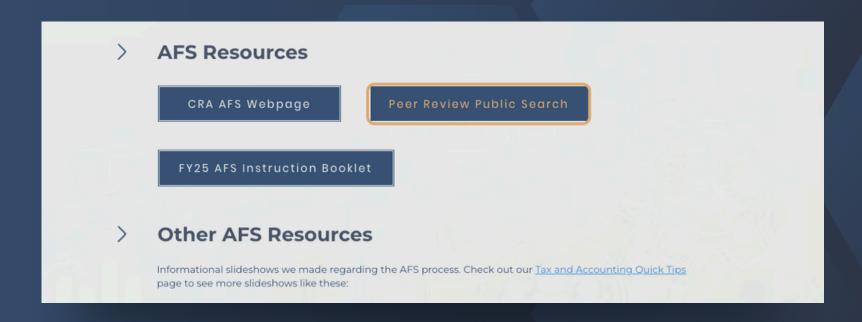
The performance of Michigan AFS agreed-upon procedures engagements requires enrollment in the AICPA's Peer Review Program. Check out this quick resource for how to perform a Peer Review Public File Search!





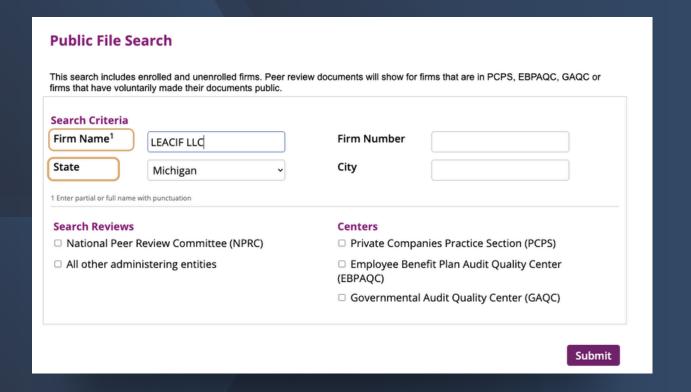
When engaging for your AFS, it is the business's responsibility to ensure proper due diligence in the selection of the service provider.

You can access the Peer Review Public Search directly at https://peerreview.aicpa.org/public_file_search.html or from our website at LEACIF.com/afs

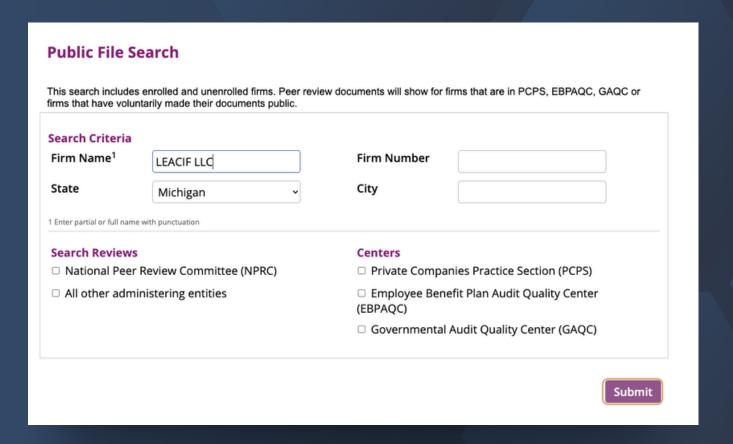


A Public File Search will show whether the firm is enrolled in the Peer Review Program, as well as information regarding their most recent Peer Review Report.

To begin a new search, under the **Search Criteria** section, type in the Firm's Legal Name and select the State.



You can add additional details, such as the Firm Number and City, or choose Submit to run the Public File Search. However, the Firm Name and State alone may be sufficient to find what is needed.



The Public File Listing will return the search results.

Here, we can see that the firm is enrolled in the AICPA Peer Review Program.

If no search results are returned, the Firm's Name may be incorrect to identify their enrollment, or they may not be enrolled.



Click on the Firm's name to see the **Public Firm File Details**. The Public Firm File Details will show the Report Rating. There are 3 Ratings: **Pass, Pass with Deficiencies, and Fail.**

The Details may also show the firm's latest Peer Review Report and Acceptance Letter under Peer Review Documents. Reports are generally due every 3 years.

