

## **2010 PEER REVIEW SCHEDULING: IMPORTANT INFORMATION FOR ALL ENROLLED FIRMS**

In an effort to streamline the entire peer review process, the Peer Review Program is transitioning to a new paperless web-based system.

During October 2009, it is expected firms with peer review due dates of January – April 2010 will be sent an email with instructions and a link to schedule their peer reviews directly online through the new system, called PRISM. In the meantime, these firms are encouraged to contact their peer reviewers to schedule appropriate calendar time. (Avoid that last minute scramble! Scheduling now will help reviewed firms and peer reviewers to be prepared for the scheduling email!)

Please note that Peer Review Program correspondence is now transitioning to email format with all enrolled firms.

To prepare for the new email correspondence process, all enrolled firms are urged to do two things: (1) ensure the Peer Review Program has the correct email address on file and (2) add [nc@prcpa.org](mailto:nc@prcpa.org) to the firm's allowed list of email senders.

The new 2010 online scheduling form will include information on the Facilitated State Board Access (FSBA) options. Firms will no longer receive a second letter regarding FSBA after the peer review has been accepted.

If you have questions, or to verify the email address currently on file, contact NCACPA Peer Review Coordinator Mary Kelly at 919-469-1040 or [mckelly@ncacpa.org](mailto:mckelly@ncacpa.org).

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