

# FASTER REVIEW WITH HUMAN CONTROL - FROM WEEKS TO MINUTES

**HOW INTERNAL AUDIT USES AI TO REDUCE  
STATUTE-TO-POLICY-REVIEW TIME BY 93%**

**(i) If document-heavy research consumes your time or repetitive tasks  
slow you down, keep reading.**

**AI IMPACT AT UH**

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# FASTER REVIEW WITH HUMAN CONTROL - FROM WEEKS TO MINUTES

HOW INTERNAL AUDIT USES AI TO REDUCE STATUTE-TO-POLICY REVIEW TIME BY 93%

## THE CHALLENGE

Compliance review is **time-consuming and repetitive**. Auditors compare new legislation against existing UHS policies, compare regulatory requirements, identify noncompliance gaps, and build reporting around their findings.

## THE SOLUTION

Power Automate prepares UH policy documents while Copilot Studio assesses compliance with new legislation. **Reports are drafted in minutes** for auditor review, reducing time spent from roughly 14 days down to just 1.

### OPERATIONAL IMPACT

BEFORE

**~2 WKS**

**MANUAL AUDITOR REVIEW**  
SEARCH + COMPARE + DOCUMENT + APPROVE

AFTER AI  
WORKFLOW

**1 DAY**

**15 MIN AI REVIEW + REPORT > AUDITOR REVIEW**  
AI + HUMAN REVIEW

## THE VALUE



“ We need to go out and search for tools that will help us in our work so that we can have more time allocated to other projects that will bring more value to the university. ”

*Aiden Ho*  
Auditor  
Internal Auditing

## THE LESSONS



### START WITH THE PROCESS, NOT THE TECHNOLOGY

The project succeeded because the team first identified a repetitive, document-heavy workflow, and then applied AI to it, rather than looking for a place to use AI after the fact.



### SUBJECT MATTER EXPERTS CAN LEAD AI INNOVATION

The solution was built by audit staff learning through experimentation and research, demonstrating that deep process knowledge can be more important than technical expertise.



### HUMAN OVERSIGHT MUST BE BUILT IN

Every AI-generated report passes through a human review checkpoint before moving forward, ensuring accountability and quality control.



### DESIGN FOR REPEATABILITY, NOT ONE-TIME SUCCESS

The solution was built as a structured process that could be used consistently whenever new legislation or policy reviews occur.

## THE SHIFT

The goal was not to change how audits are performed, but to **reduce the effort required** to prepare for them. Human involvement remains critical to the success of the process.

## THE BIGGER PICTURE

Successful AI adoption begins with understanding the process. AI can **help teams work more quickly without sacrificing quality**.

## UH AI IMPACT SERIES | INTERNAL AUDIT

# FROM TWO WEEKS TO MINUTES: HOW UHS INTERNAL AUDIT TRANSFORMED COMPLIANCE REVIEW WITH AI

*Inside the workflow combining Copilot Studio, Power Automate and human approval to accelerate statute-to-policy analysis.*

Much of the time spent on compliance reviews is not spent making decisions; it's preparing the information needed to make them. By using AI and automation to perform much of this document-intensive work, **Internal Audit has streamlined a process that once required approximately two weeks to about one day, a 93% reduction in time spent.** Auditors retain responsibility for review and validation.

## THE CHALLENGE

The most time-consuming part of a compliance review often occurs before the review itself begins. Auditors locate the appropriate policy set, read lengthy statutes and policies, compare individual requirements, identify where language aligns or falls short, and assemble findings for review. Internal Audit explored AI not to replace audit judgment, but to reduce searching, sorting and first-pass comparison so staff could focus on **higher-value analysis**.

## THE SOLUTION

The team first experimented with the standard Copilot experience in Microsoft 365. It could respond to requests, but the answers were not consistently accurate or controlled enough for this compliance task. That limitation shaped the next step: Internal Audit used Copilot Studio to create a policy review-focused agent and Power Automate to build a repeatable process around it. **Copilot Studio** grounded the agent in selected policy and guidance sources. **Power Automate** connected the activities, including retrieving files, preparing documents, initiating analysis, routing reports for approval, and compiling approved results, into **one coordinated workflow**.

### IMPLEMENTATION CONSIDERATIONS

Some statutes can run hundreds of pages, while the AI processing step has **document-length limits**. The workflow isolates relevant sections and divides large files when necessary. Designated folders and triggers then move each completed action into the next stage, turning an AI capability into an **operational process**.

### HOW IT WORKS

Once the legislation and policy files are prepared, the AI-assisted workflow **evaluates statutory requirements against the existing policy**. It generates draft reports that identify potential matches, indicates when a requirement does not appear to be addressed, and captures supporting information such as policy revision dates. The **tabular output is structured for auditor review** and is not treated as a final conclusion.

### THE IMPACT

Draft comparisons can be **generated within minutes**. The practical gain is a shift in effort: **less time locating and assembling** information, and more time assessing whether the analysis is complete, accurate, and relevant.

## HUMAN OVERSIGHT

**Every AI-generated report reaches a human checkpoint.** An auditor reviews each report, returning rejected drafts to the AI step and allowing only approved ones to move forward. Once it advances, Power Automate consolidates approved information into an Excel summary for final review. **Auditors remain responsible** for the audit product and professional judgments drawn from the evidence.

## LESSONS LEARNED

Internal Audit developed the workflow in-house, with team members learning the tools through research, experimentation, and hands-on experience. Aiden Ho, Auditor II, explained that he **did not begin with a coding or automation background**. He learned through research, experimentation, and guidance built into Microsoft's tools. That matters because the people closest to a process often understand where the repetitive effort and decision points actually sit. With time to learn and test, **subject-matter knowledge** can become the foundation for a practical AI solution.

## THE TAKEAWAY

Internal Audit's experience shows that meaningful AI adoption begins with a **clear process, trusted information, human oversight, and defined outcome**. By redesigning the repetitive parts of compliance review, the team reduced a roughly two-week effort to draft analysis in minutes and an auditor-reviewed process of about one day, while keeping **professional judgment exactly where it belongs: with the auditors**.

For the UH community, the broader lesson is clear: *AI can speed up repetitive review work where significant time is spent reviewing documents and preparing information for analysis while people remain accountable for the final decisions.*