

NORTH CENTRAL COMMUNITY SERVICES PROGRAM

OFFICIAL NOTICE AND AGENDA of a meeting of the Board or a Committee

A meeting of the Finance, Personnel & Property Committee will be held at North Central Health Care – Wausau Badger Room, 1100 Lake View Drive, Wausau WI 54403 at

11:00 AM, on Thursday, July 30th, 2015.

(In addition to attendance in person at the location described above, Committee members and the public are invited to attend by telephone conference. Persons wishing to attend the meeting by phone should contact Debbie Osowski at 715-848-4405 24 hours prior to the meeting start time for further instructions.)

AGENDA

1. Call to order
2. Minutes of 06/25/2015 Finance, Personnel & Property Committee meeting
 - a. Action: approve minutes
3. June financials
 - a. Action: approve financial statements
 - b. Write-offs (report only; no action)
4. CFO Report
5. Accounts Receivable Update
6. Budget update
7. Overview of Changes to Paid Leave Time Policy
8. Review 2016 employee health insurance options
9. Potential settlement on lease dispute
10. Future agendas
11. Adjourn

- Action may be taken on any agenda items.
- In the event that any individuals attending this meeting may constitute a quorum of another governmental body, the existence of the quorum shall not constitute a meeting as no action by such body is contemplated.

Signed: /s/Gary Bezucha
Presiding Officer or His Designee

COPY OF NOTICE DISTRIBUTED TO:

Wausau Daily Herald Antigo Daily Journal
Tomahawk Leader Merrill Foto News
Langlade, Lincoln & Marathon County Clerk Offices

DATE: 7-24-2015 TIME: 12:00 p.m.
VIA: x FAX x MAIL BY: D. Osowski

THIS NOTICE POSTED AT:

NORTH CENTRAL HEALTH CARE
DATE: 07-24-2015 Time: 12:00 p.m.
By: D. Osowski

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the Administrative office at 848-4405. For TDD telephone service, call 845-4928.

**NORTH CENTRAL COMMUNITY SERVICES PROGRAM
FINANCE, PERSONNEL & PROPERTY COMMITTEE
MEETING MINUTES**

June 25, 2015

11:00 a.m.

NCHC – Wausau Campus

Present:

X	Ron Nye	X	Jeff Zriny	X	Lee Olkowski
X	Bob Weaver	X	John Robinson		

Also Present: Gary Bezucha, Brenda Glodowski, Michael Loy, Debbie Osowski

The meeting was called to order 11:02 AM, roll call taken, and a quorum noted.

Minutes

Motion/second, Weaver/Zriny, to approve the minutes of the 5/28/15 Finance, Personnel & Property Committee meeting. Motion carried.

Financials

- Revenues:
 - May showed an overall gain of just over \$287,000.
 - Hospital census averaged over 14 patients per day and is remaining above target; nursing home decreased to 203 from 205 with a target of 213; Medicare census improved from the prior month to 21. Committee felt the negative publicity on the nursing home renovations may be a factor in the decreasing nursing home census.
 - Nursing Home Medicaid rate is helping to maintain revenue targets. A consultant has been working with staff on documenting acuity more accurately which has helped.
 - Outpatient is under target due to staffing vacancies
 - It is expected to see a decrease in volumes over summer months.
 - Revenue overall exceeded budgeted targets
 - As mentioned last month, there are write-off's in the nursing home area due to the turnover in the nursing home billing area.

- Expenses:
 - Overall expenses were below targets but anticipate expenses will slowly increase for rest of year as vacancies are filled.
 - Salaries/Wages/Fringes seem to be largest expenses. Concern expressed about employee burnout.
 - Turnover is trending down; responding to issues employees have expressed.
 - Outpatient schedules are managed differently to be more efficient with their time due to high no-show rate; employees are also being held accountable for productivity. Billing targets per FTE were established which provides consistency in expectations and accountability. Employee engagement is another area that is monitored in that managers are held accountable for levels of employee engagement in their area.

- Overall, through May the organization shows an overall gain of \$1,024,813.

Motion/second, Zriny/Weaver, to approve the May financial statements. Motion carried.

CFO Report

- Have been working with NetSmart (vendor for TIER product) to resolve our issues and develop a finish plan; NetSmart has had individuals on site working directly with staff; several issues have been resolved which has improved flow; re-writing interface with billing to general ledger; will continue with weekly calls to resolve issues.
- ICD10 will be coming out October 1; training is scheduled.

Accounts Receivable Update

- Making progress on large projects
- Temporary staff have been helping with cash application.
- Days in A/R dropped again this past month.
- Staying on a steady pace and moving ahead.

Scheduler, Time and Attendance 2015 Capital Projects

- Budgeted \$200,000 for time and attendance and \$30,00 for scheduler systems
- Kronos bought Stromberg; Stromberg will be discontinued.
- Kronos is offering \$30,000 per year plus replace time clocks; about \$50,000 to implement and \$30,000/year thereafter.
- Kronos will host (in a 'cloud') vs. licensing our own.
- Kronos will allow apps to use for scheduling, signing up for shifts, etc.
- Researched with little competition; city/county spent comparable amount on their system.
- Committee agreed with project, research, and recommended to proceed. No action necessary.

Education on Fund Balances

- Discussion on fund balances continued from last month.
- Several suggestions were made: continue to discuss how best to prepare financial reports regarding the Fund balances, address any misconceptions, invite County Finance Committee to attend meetings of the Finance, Personnel & Property Committee.

Future Agendas

- No suggestions made

Motion/second, Weaver/Zriny, to adjourn the meeting at 11:56 a.m. Motion carried.

dko



MEMO

TO: North Central Health Care Finance Committee
FROM: Brenda Glodowski
DATE: July 24, 2015
RE: Attached Financials

Attached please find a copy of the June Financial Statements for your review. To assist you in your review, the following information is provided:

BALANCE SHEET

Accounts Receivable shows a very nice improvement from May. This area continues to improve each month as is reflected in the Days in Accounts Receivable measurement.

STATEMENT OF REVENUE AND EXPENSES

The month of June shows a gain of \$550,567 compared to a budgeted gain of \$62,582, resulting in a positive variance of \$487,985.

The hospital census averaged just over 14 patients per day, compared to the target of 13. The nursing home census improved, compared to May, averaging 204 per day. The target is 213. The Medicare census decreased for June, averaging 19 per day. The target for this census is 26. Included in the overall revenue for June is approximately \$125,000 from a reconciliation of January-May revenue.

Overall expenses remain below budget target. Salaries and benefits remain below targets.

Through June, the overall organization shows a gain of \$1,575,380 compared to the targeted gain of \$200,081. The Human Services Program shows a gain of \$1,437,828 and the nursing home shows a gain of \$137,553.

If you have questions, please feel free to contact me.

**NORTH CENTRAL HEALTH CARE
COMBINING STATEMENT OF NET ASSETS
JUNE 2015**

	<u>51.42/.437</u> <u>PROGRAM</u>	NURSING <u>HOME</u>	<u>TOTAL</u>	<u>TOTAL</u> <u>30-Jun-14</u>
CURRENT ASSETS:				
CASH AND EQUIVALENTS	6,855,714	(1,485)	6,854,229	4,141,947
SHORT-TERM INVESTMENTS	7,150,831		7,150,831	6,644,253
CASH FOR APPROVED CAPITAL PURCHASES	1,751,743	397,427	2,149,169	1,655,748
DONATED FUNDS	232,688		232,688	128,927
ACCOUNTS RECEIVABLE:				
PATIENT (NET)	3,306,096	3,884,041	7,190,137	6,279,691
STATE GRANTS	1,339,650		1,339,650	1,104,115
OTHER	234,595		234,595	323,054
APPROPRIATIONS RECEIVABLE	0		0	2,047,503
AMOUNTS RECEIVABLE FROM				
THIRD-PARTY REIMBURSEMENT PROGRAMS	418,000	476,346	894,346	564,500
INVENTORY	16,920	256,902	273,822	331,005
OTHER	<u>378,385</u>	<u>64,904</u>	<u>443,289</u>	<u>509,476</u>
TOTAL CURRENT ASSETS	<u>21,684,623</u>	<u>5,078,135</u>	<u>26,762,758</u>	<u>23,730,219</u>
CAPITAL ASSETS				
CAPITAL ASSETS	30,231,368	14,682,894	44,914,262	42,860,506
ACCUMULATED DEPRECIATION	<u>(22,436,443)</u>	<u>(10,771,921)</u>	<u>(33,208,364)</u>	<u>(31,565,275)</u>
CAPITAL ASSETS - NET	<u>7,794,925</u>	<u>3,910,974</u>	<u>11,705,898</u>	<u>11,295,231</u>
OTHER ASSETS - DEFERRED CHARGES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
RESTRICTED ASSETS - PATIENT TRUST FUNDS	<u>21,415</u>	<u>35,204</u>	<u>56,619</u>	<u>247,187</u>
TOTAL ASSETS	<u>29,500,963</u>	<u>9,024,312</u>	<u>38,525,274</u>	<u>35,272,636</u>

**NORTH CENTRAL HEALTH CARE
COMBINING STATEMENT OF NET ASSETS
JUNE 2015**

	<u>51.42/.437 PROGRAM</u>	<u>NURSING HOME</u>	<u>TOTAL</u>	<u>TOTAL 30-Jun-14</u>
CURRENT LIABILITIES:				
ACCOUNTS PAYABLE	3,595,791	0	3,595,791	3,328,346
THIRD PARTY PAYABLE	405,214	0	405,214	85,454
APPROPRIATIONS ADVANCES	0	0	0	0
ACCRUED LIABILITIES:				
SALARIES & RETIREMENT	1,157,610	0	1,157,610	1,141,441
PAYROLL TAXES AND WITHHOLDING	147,119	0	147,119	151,979
COMPENSATED ABSENCES	1,643,932	0	1,643,932	1,642,612
OTHER PAYABLES	72,806	0	72,806	74,608
DEFERRED REVENUE - STATE GRANTS	<u>188,536</u>		<u>188,536</u>	<u>0</u>
TOTAL CURRENT LIABILITIES	<u>7,211,008</u>		<u>7,211,008</u>	<u>6,424,440</u>
PATIENT TRUST FUNDS	<u>21,415</u>	<u>35,204</u>	<u>56,619</u>	<u>246,968</u>
NET ASSETS:				
INVESTED IN CAPITAL ASSETS	7,794,925	3,910,974	11,705,898	11,295,231
UNRESTRICTED	13,035,788	4,940,582	17,976,369	17,191,689
OPERATING INCOME(LOSS)	<u>1,437,828</u>	<u>137,553</u>	<u>1,575,381</u>	<u>114,306</u>
TOTAL NET ASSETS	<u>22,268,540</u>	<u>8,989,108</u>	<u>31,257,649</u>	<u>28,601,227</u>
TOTAL LIABILITIES AND NET ASSETS	<u>29,500,963</u>	<u>9,024,312</u>	<u>38,525,274</u>	<u>35,272,636</u>

**NORTH CENTRAL HEALTH CARE
COMBINING STATEMENT OF REVENUES AND EXPENSES
FOR PERIOD ENDING JUNE 30, 2015**

TOTAL	<u>CURRENT MONTH ACTUAL</u>	<u>CURRENT MONTH BUDGET</u>	<u>CURRENT MONTH VARIANCE</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>YTD VARIANCE</u>
REVENUE						
Net Patient Service Revenue	<u>\$3,603,753</u>	<u>\$3,447,869</u>	<u>\$155,883</u>	<u>\$20,459,006</u>	<u>\$20,596,104</u>	<u>(\$137,098)</u>
OTHER REVENUE						
State Match / Addendum	325,060	325,120	(59)	1,950,361	1,950,718	(357)
Grant Revenue	203,035	183,990	19,046	1,145,706	1,104,061	41,646
County Appropriations - Net	736,232	730,192	6,040	4,417,395	4,381,152	36,242
Departmental and Other Revenue	<u>193,602</u>	<u>180,658</u>	<u>12,944</u>	<u>1,049,957</u>	<u>1,083,950</u>	<u>(33,993)</u>
Total Other Revenue	<u>1,457,930</u>	<u>1,419,960</u>	<u>37,971</u>	<u>8,563,419</u>	<u>8,519,881</u>	<u>43,538</u>
TOTAL REVENUE	5,061,683	4,867,830	193,854	29,022,425	29,115,985	(93,560)
EXPENSES						
Direct Expenses	3,377,165	3,423,287	(46,122)	20,246,638	20,525,825	(279,187)
Indirect Expenses	<u>1,141,708</u>	<u>1,389,462</u>	<u>(247,754)</u>	<u>7,257,805</u>	<u>8,435,078</u>	<u>(1,177,273)</u>
Total Expenses	<u>4,518,873</u>	<u>4,812,748</u>	<u>(293,876)</u>	<u>27,504,443</u>	<u>28,960,904</u>	<u>(1,456,461)</u>
Operating Income (Loss)	<u>542,810</u>	<u>55,082</u>	<u>487,728</u>	<u>1,517,982</u>	<u>155,081</u>	<u>1,362,901</u>
Nonoperating Gains (Losses):						
Interest Income	6,690	7,500	(810)	35,759	45,000	(9,241)
Donations and Gifts	1,067	0	1,067	21,639	0	21,639
Gain / (Loss) on Disposal of Assets	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Nonoperating Gains / (Losses)	<u>7,757</u>	<u>7,500</u>	<u>257</u>	<u>57,398</u>	<u>45,000</u>	<u>12,398</u>
Operating Income / (Loss)	<u>\$550,567</u>	<u>\$62,582</u>	<u>\$487,985</u>	<u>\$1,575,380</u>	<u>\$200,081</u>	<u>\$1,375,299</u>

**NORTH CENTRAL HEALTH CARE
COMBINING STATEMENT OF REVENUES AND EXPENSES
FOR PERIOD ENDING JUNE 30, 2015**

	CURRENT MONTH <u>ACTUAL</u>	CURRENT MONTH <u>BUDGET</u>	CURRENT MONTH <u>VARIANCE</u>	YTD <u>ACTUAL</u>	YTD <u>BUDGET</u>	YTD <u>VARIANCE</u>
51.42/.437 PROGRAMS						
REVENUE						
Net Patient Service Revenue	<u>\$1,649,536</u>	<u>\$1,450,128</u>	<u>\$199,408</u>	<u>\$8,564,229</u>	<u>\$8,565,712</u>	<u>(\$1,483)</u>
OTHER REVENUE						
State Match / Addendum	325,060	325,120	(59)	1,950,361	1,950,718	(357)
Grant Revenue	203,035	183,990	19,046	1,145,706	1,104,061	41,646
County Appropriations - Net	594,566	588,525	6,041	3,567,398	3,531,152	36,245
Departmental and Other Revenue	<u>131,808</u>	<u>145,825</u>	<u>(14,017)</u>	<u>790,570</u>	<u>874,950</u>	<u>(84,380)</u>
Total Other Revenue	<u>1,254,470</u>	<u>1,243,460</u>	<u>11,010</u>	<u>7,454,035</u>	<u>7,460,881</u>	<u>(6,846)</u>
TOTAL REVENUE	2,904,006	2,693,588	210,418	16,018,264	16,026,593	(8,329)
EXPENSES						
Direct Expenses	1,871,711	1,878,133	(6,422)	10,987,544	11,260,826	(273,282)
Indirect Expenses	<u>526,090</u>	<u>765,508</u>	<u>(239,419)</u>	<u>3,646,808</u>	<u>4,647,212</u>	<u>(1,000,404)</u>
Total Expenses	<u>2,397,800</u>	<u>2,643,641</u>	<u>(245,841)</u>	<u>14,634,352</u>	<u>15,908,038</u>	<u>(1,273,686)</u>
Operating Income (Loss)	<u>506,205</u>	<u>49,946</u>	<u>456,259</u>	<u>1,383,912</u>	<u>118,555</u>	<u>1,265,357</u>
Nonoperating Gains (Losses):						
Interest Income	6,690	7,500	(810)	35,759	45,000	(9,241)
Donations and Gifts	657	0	657	18,156	0	18,156
Gain / (Loss) on Disposal of Assets	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Nonoperating Gains / (Losses)	<u>7,347</u>	<u>7,500</u>	<u>(153)</u>	<u>53,915</u>	<u>45,000</u>	<u>8,915</u>
Operating Income / (Loss)	<u>\$513,553</u>	<u>\$57,446</u>	<u>\$456,106</u>	<u>\$1,437,827</u>	<u>\$163,555</u>	<u>\$1,274,272</u>

**NORTH CENTRAL HEALTH CARE
COMBINING STATEMENT OF REVENUES AND EXPENSES
FOR PERIOD ENDING JUNE 30, 2015**

NURSING HOME	CURRENT MONTH <u>ACTUAL</u>	CURRENT MONTH <u>BUDGET</u>	CURRENT MONTH <u>VARIANCE</u>	YTD <u>ACTUAL</u>	YTD <u>BUDGET</u>	YTD <u>VARIANCE</u>
REVENUE						
Net Patient Service Revenue	<u>\$1,954,217</u>	<u>\$1,997,741</u>	<u>(\$43,525)</u>	<u>\$11,894,777</u>	<u>\$12,030,392</u>	<u>(\$135,615)</u>
OTHER REVENUE						
County Appropriations - Net	141,666	141,667	(1)	849,997	850,000	(3)
Departmental and Other Revenue	<u>61,795</u>	<u>34,833</u>	<u>26,961</u>	<u>259,387</u>	<u>208,999</u>	<u>50,387</u>
Total Other Revenue	<u>203,461</u>	<u>176,500</u>	<u>26,961</u>	<u>1,109,384</u>	<u>1,058,999</u>	<u>50,384</u>
TOTAL REVENUE	2,157,676	2,174,241	(16,564)	13,004,161	13,089,392	(85,231)
EXPENSES						
Direct Expenses	1,505,454	1,545,153	(39,699)	9,259,094	9,265,000	(5,905)
Indirect Expenses	<u>615,618</u>	<u>623,953</u>	<u>(8,335)</u>	<u>3,610,997</u>	<u>3,787,866</u>	<u>(176,870)</u>
Total Expenses	<u>2,121,072</u>	<u>2,169,107</u>	<u>(48,035)</u>	<u>12,870,091</u>	<u>13,052,866</u>	<u>(182,775)</u>
Operating Income (Loss)	<u>36,604</u>	<u>5,135</u>	<u>31,471</u>	<u>134,070</u>	<u>36,526</u>	<u>97,544</u>
Nonoperating Gains (Losses):						
Interest Income	0	0	0	0	0	0
Donations and Gifts	410	0	410	3,483	0	3,483
Gain / (Loss) on Disposal of Assets	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Nonoperating Gains / (Losses)	<u>410</u>	<u>0</u>	<u>410</u>	<u>3,483</u>	<u>0</u>	<u>3,483</u>
Operating Income / (Loss)	<u>\$37,014</u>	<u>\$5,135</u>	<u>\$31,879</u>	<u>\$137,553</u>	<u>\$36,526</u>	<u>\$101,027</u>

NORTH CENTRAL HEALTH CARE
 REPORT ON AVAILABILITY OF FUNDS
 June 30, 2015

BANK	LENGTH	MATURITY DATE	INTEREST RATE	AMOUNT
BMO Harris	395 Days	07/26/2015	0.30%	\$500,000
Abby Bank	365 Days	07/19/2015	0.55%	\$500,000
People's State Bank	365 Days	08/21/2015	0.45%	\$500,000
Abby Bank	365 Days	08/29/2015	0.45%	\$500,000
CoVantage Credit Union	456 Days	10/01/2015	0.65%	\$500,000
People's State Bank	365 Days	10/30/2015	0.50%	\$500,000
Abby Bank	365 Days	10/29/2015	0.55%	\$500,000
River Valley Bank	365 Days	12/27/2014	0.50%	\$500,000
CoVantage Credit Union	365 Days	12/28/2015	0.599%	\$300,000
Abby Bank	365 Days	12/30/2015	0.55%	\$500,000
Abby Bank	183 Days	01/05/2016	0.65%	\$500,000
Abby Bank	730 Days	02/25/2017	0.80%	\$500,000
People's State Bank	365 Days	02/28/2016	0.45%	\$250,000
Abby Bank	365 Days	03/15/2016	0.65%	\$400,000
People's State Bank	365 Days	04/29/2016	0.50%	\$350,000
People's State Bank	365 Days	04/30/2016	0.50%	\$500,000
Abby Bank	365 Days	05/03/2016	0.50%	\$500,000
BMO Harris	395 Days	05/28/2016	0.30%	\$500,000
Abby Bank	456 Days	09/01/2016	0.95%	\$500,000
CoVantage Credit Union	456 Days	09/01/2016	1.00%	\$500,000
TOTAL FUNDS AVAILABLE				\$9,300,000
WEIGHTED AVERAGE		327.37 Days	0.476% INTEREST	

**North Central Health Care
Write-Off Summary
June 2015**

	<u>Current Month</u>	<u>Current Year To Date</u>	<u>Prior Year To Date</u>
<i>Inpatient:</i>			
Administrative Write-Off	\$266	\$11,273	\$2,900
Bad Debt	\$577	\$1,274	\$2,983
<i>Outpatient:</i>			
Administrative Write-Off	\$3,901	\$40,974	\$5,815
Bad Debt	\$98	\$4,783	\$19,450
<i>Nursing Home:</i>			
Daily Services:			
Administrative Write-Off	\$2,483	\$2,483	\$6,860
Bad Debt	\$2,448	\$23,300	\$1,662
Ancillary Services:			
Administrative Write-Off	\$12,557	\$21,673	\$3,320
Bad Debt	\$0	\$0	\$676
<i>Pharmacy:</i>			
Administrative Write-Off	\$0	\$0	\$0
Bad Debt	\$0	\$0	\$0
Total - Administrative Write-Off	\$19,206.92	\$76,402.87	\$18,895.00
Total - Bad Debt	\$3,122.94	\$29,356.87	\$24,771.00

**North Central Health Care
2015 Patient Days**

<u>Month</u>		<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>Budgeted Occupancy</u>	<u>Actual Occupancy</u>
January	Nursing Home	6,603	6,500	(103)	88.75%	87.37%
	Hospital	403	403	0	81.25%	81.25%
February	Nursing Home	5,964	6,007	43	88.75%	89.39%
	Hospital	364	446	82	81.25%	99.55%
March	Nursing Home	6,603	6,607	4	88.75%	88.80%
	Hospital	403	439	36	81.25%	88.51%
April	Nursing Home	6,390	6,162	(228)	88.75%	85.58%
	Hospital	390	403	13	81.25%	83.96%
May	Nursing Home	6,603	6,301	(302)	88.75%	84.69%
	Hospital	403	440	37	81.25%	88.71%
June	Nursing Home	6,390	6,115	(275)	88.75%	84.93%
	Hospital	390	420	30	81.25%	87.50%
July	Nursing Home Hospital					
August	Nursing Home Hospital					
September	Nursing Home Hospital					
October	Nursing Home Hospital					
November	Nursing Home Hospital					
December	Nursing Home Hospital					

North Central Health Care Budget Revenue/Expense Report

Month Ending June 30, 2015

ACCOUNT DESCRIPTION	CURRENT MONTH ACTUAL	CURRENT MONTH BUDGET	YTD ACTUAL	YTD BUDGET	DIFFERENCE
<u>REVENUE:</u>					
TOTAL NET REVENUE	5,061,683	4,867,830	29,022,425	29,115,985	(93,560)
<u>EXPENSES:</u>					
Salaries and Wages	2,292,342	2,385,378	13,572,821	14,299,770	(726,949)
Fringe Benefits	696,763	971,018	5,028,655	5,821,021	(792,366)
Departments Supplies	533,284	431,133	2,855,153	2,586,800	268,353
Purchased Services	212,829	273,725	1,801,208	1,683,350	117,858
Utilitites/Maintenance Agreements	250,213	302,644	1,722,657	1,876,865	(154,208)
Personal Development/Travel	36,375	40,350	191,165	242,100	(50,936)
Other Operating Expenses	125,256	172,988	652,668	1,037,930	(385,262)
Insurance	40,803	48,258	249,724	289,550	(39,826)
Depreciation & Amortization	140,442	137,253	860,126	823,518	36,609
Client Purchased Services	<u>190,566</u>	<u>50,000</u>	<u>570,265</u>	<u>300,000</u>	<u>270,265</u>
TOTAL EXPENSES	4,518,873	4,812,748	27,504,443	28,960,904	(1,456,461)
EXCESS REVENUE (EXPENSE)	542,810	55,082	1,517,982	155,081	1,362,901

NCHC-DONATED FUNDS**Balance Sheet**

As of June 30, 2015

June 30, 2015

ASSETS**Current Assets****Checking/Savings****CHECKING ACCOUNT**

Adult Day Services	4,861.91
Adventure Camp	693.99
AODA Day Services	-754.62
Birth to 3 Program	2,035.00
Clubhouse	103,354.40
Community Services - M/H	2,276.20
CSP	-492.15
Fishing Without Boundries	4,945.00
General Donated Funds	71,154.18
Housing - DD Services	1,370.47
Langlade HCC	3,103.80
Legacies by the Lake	
Music in Memory	1,922.90
Legacies by the Lake - Other	4,279.12
Total Legacies by the Lake	6,202.02
Lincoln County CSP	-175.00
Marathon Cty Suicide Prev Task	5,348.02
National Suicide Lifeline Stipe	3,176.37
Northern Valley West	1,816.00
Northwoods Alliance	8,752.92
Nursing Home - General Fund	3,117.18
Outpatient Services - Marathon	101.08
Pool	9,007.82
Prevent Suicide Langlade Co.	1,543.55
Suicide Prevention Walk	750.00
United Way	350.05

Total CHECKING ACCOUNT 232,538.19**Total Checking/Savings** 232,538.19**Accounts Receivable**Accounts Receivable 166.00**Total Accounts Receivable** 166.00**Total Current Assets** 232,704.19**TOTAL ASSETS** 232,704.19**LIABILITIES & EQUITY****Equity**

Opening Bal Equity 123,523.75

Retained Earnings 59,745.02

Net Income 49,435.42**Total Equity** 232,704.19**TOTAL LIABILITIES & EQUITY** 232,704.19

**North Central Health Care
Finance Committee-Analysis
Calendar Year: 2015**

	Target	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Days Cash On Hand:														
Invested	70	61	62	62	60	61	62							61
Operating		48	36	33	47	46	46							45
Total		109	98	95	107	107	108							106
Average Daily Census:														
Nursing Home	213	210	215	213	205	203	204							208
Hospital	13	13	16	14	13	14	14							14
Days in Accounts Receivable:**	55-60 days	80	79	75	72	71	67							71
Direct Expense/Gross Patient Revenue**	55%-59%	61%	51%	59%	62%	65%	60%							59%
Write Offs**	.5%-.6%	0.18%	0.27%	0.32%	0.16%	0.59%	0.42%							0.33%
Excess Revenue (Expense):														
Actual		\$10,895	\$590,281	\$28,969	\$107,200	\$287,468	\$550,567							\$1,575,380
Budget		\$56,970	\$117,322	(\$12,015)	\$57,582	(\$82,354)	\$62,582							\$200,082
Prior Year-Actual		\$124,183	\$12,296	\$31,615	(\$294,589)	(\$17,820)	\$258,622							\$114,307

**Dash Board Outcomes

**North Central Health Care
Accounts Receivable Action Plan
February, 2015**

Purpose: Accounts Receivable has escalated to days in Accounts Receivable being at 80 days. The action plan is to bring the days in accounts receivable down to 55-60 days, which will meet the 2015 outcome target for the organization. Accounts receivable has increased significantly with the implementation of the new billing system, Tier. While the billing system is still being worked on to function as needed, the action plan will serve as a guide to stay on task with working through the processes and achieving the desired results.

Action Item	Action	Target Completion Date	Completion Date/Status Update
<p>The accounts with non- applied cash increased to \$2.8 million as of 12/31/14, and include several hundred individual client accounts.</p>	<p>A temporary staff is working entirely on applying cash for the balances as of 12/31/14. The cash application staff position will work on cash application for payments from January forward. This process will be caught up and will remain current once caught up. While there will be an amount of non-applied cash on a regular basis due to prepayment of some services, the dollar amount this will be is significantly less than the current amount.</p>	<p>April 30, 2015</p>	<p>As of March 19: Additional problem has been detected with void/reissues of charges. A support case is filed for this; it is supposed to be corrected by March 31. It has been detected that internal staff were making corrections to the unapplied balances. This has been stopped and only specific staff will be doing this.</p> <p>As of April 23: An additional temp staff started 04/21 to work on CCS Cash application. Current temp still working on 2014 cash, most of what can be done is done. There is still some non-applied nursing home. This can't be applied until a</p>

			<p>problem in the system is fixed. Netsmart indicates they continue to work on this.</p> <p>As of May 18: Temp staff is hired to work on CCS payments. There is still a significant amount of non-applied cash. This continues to be worked on.</p> <p>As of July 21: Progress continues to be made. There are still temp staff in place to work on this.</p>
<p>As of February 2015, there are 37 billing support cases open with Netsmart that need to be corrected to be able to continue with multiple billing functions.</p>	<p>Are working on an agreement with Netsmart to complete these open cases. In addition, the agreement should include that any other items that occur related to resolving the open cases also need immediate attention and correction. An additional agreement will be put in place for future support cases. The timing of closing the cases will be part of the agreement and will be closely monitored.</p>	<p>March 31, 2015</p>	<p>On March 19 status call, the number of open cases will be updated.</p> <p>As of April 23: Still approx. 25 open issues with Netsmart. Continue to work with vendor.</p> <p>As of May 18: There 20 open cases. Net Smart has been contacted again for status report, still waiting for the response.</p> <p>As of June 16: A Net Smart programmer is on site working on the billing open cases. Progress is being made.</p> <p>As of July 21: The programmer that was onsite in June did make significant progress in completing</p>

			<p>open cases. The EDI process is still not complete, this is a large component. Net Smart has committed to bringing the programmer back on site to complete this.</p>
<p>Comprehensive Community Services have not been billed since July, 2014, due to the system not working to enable billing of these services.</p>	<p>Continue testing the file and working with the vendor to correct. Sample bills are submitted to Forward Health for payment to see if the system is working. Once the test bills work through the entire system, billing will be sent every week until all billing is current.</p>	<p>March 31, 2015</p>	<p>As of March 19: A \$400,000 EOB has come in. They check should be here by Monday, March 23. All of September, October, November and December billing has been sent. July and August billing are being done manually and will be completed by March 31.</p> <p>As of April 23: Billing is current. Approx. \$1,000,000 of payments have been received. Working to apply payments to accounts.</p>
<p>The client detail aging that is in the Tier system is very long (approx. 8,000 pages) so is not a usable aging. It also does not group the outstanding balances by client in a user friendly format. (The summary aging by payer is being used to analyze the aging)</p>	<p>Work with internal staff (data analyst) to develop aging reports by provider that will accurately reflect the open balances.</p>	<p>March 31,2015</p>	<p>As of March 19: A report has been developed, using Langlade County charges. It is being tested.</p> <p>As of April 23: Have reviewed another program (Aquatic) to try and set up internal reports to be able to work from while vendor works on the system aging.</p> <p>As of May 18: There are still struggles with the vendor that are</p>

			<p>continued to be worked on.</p> <p>As of June 16: The aging report has been worked on and is being tested. It appears that a workable aging may be in place.</p> <p>As of July 21: The aging is still not working.</p>
<p>Potential errors on the aging have been discovered. It appears that nursing home clients who have a MA liability payment do not drop off the aging once the payment is made. This results in balances being left on the aging after being paid.</p>	<p>Review the aging on individual clients to be sure the balances have been paid, and to understand the trail of how the process is flowing. This will then provide information on how to resolve the problem. Review additional self pay plans to see if this situation is occurring in other areas. A support case has been filed with the vendor to also review.</p>	<p>March 31,2015</p>	<p>During the March 12 status call, Net Smart indicated this was corrected and the report should be run again. When the report was run, the errors still appeared, so this will be discussed again on the March 19 call.</p> <p>As of April 23: Continue to work with NetSmart.</p> <p>As of May 18: Continue to work with NetSmart.</p> <p>As of June 16: Net Smart has been working on the aging. A modified aging report is in testing and appears to be working.</p>

<p>Review all plans with balances over 150 days. Review why they are not paid and take action to bill.</p>	<p>Develop internal reports by plan by client to review which clients have balances. Submit billings on these clients and plan.</p>	<p>May 31, 2015</p>	
<p>Review all aging by client by plan for accuracy.</p>	<p>Once support cases are cleaned up, and all billing is out, review the balances at that point by client t review for accuracy. This is another check to be sure the aging information has been corrected.</p>	<p>June 30, 2015</p>	<p>As of March 19: The aging for Langlade County services is being reviewed.</p> <p>As of April 23: The aging for Aquatic has been reviewed.</p>
<p>Continue to monitor the days in A/R every month. Each month the days in A/R should decrease. The target is for days in A/R to reach target levels.</p>	<p>Review and report days in A/R each month.</p>	<p>Monthly.</p> <p>Days in A/R to be between 55 and 60 by year 4th quarter, 2015.</p>	<p>The days in A/R as of the end of February decreased by 1 day.</p> <p>The days in A/R as of the end of March have decreased by another 4 days.</p> <p>Are adding a staff to do Medicaid billing.</p> <p>The days in A/R as of the end of April decreased another 3 days.</p> <p>As of July 21: The das in A/R continues to decrease each month</p>

<p>Review of processes in place to monitor efficiency and outcomes of processes.</p>	<p>Monitor processes to be sure they are meeting outcomes of billing and collections on a timely basis, and that days in A/R are maintained at targeted levels.</p>	<p>4th Quarter, 2015 Ongoing</p>	<p>As of April 23: The goal is to work with several programs (O/P, Birth to Three, Psych, and Day Treat) to move to billing every two weeks. Working with programs on timeliness of documentation so this can occur.</p>
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