



**FIVE-TOWN HEALTH ALLIANCE, DBA
MOUNTAIN HEALTH CENTER
BOARD MEETING DATE: 12/16/13**

SUMMARY FINANCIAL REPORT MONTH ENDING 11/30/2013 – SUBMITTED BY: BOB ELLIS – CFO

1. **November 2013 Financial Review:**
 - *Charges - \$109,556 (October \$137,915)*
 - Lower charge amounts due to the fewer
 - number of days open to see patients
 - Only 19 days of productivity in November compared with 23 days of productivity in October
 - *Adjustments - \$33,004 (October \$45,264)*
 - Adjustments include assumed payments for Medicare and Medicaid bills being held
 - Medicaid bills will be released starting December 5
 - Still waiting to hear about Medicare FQHC rate
 - *Net Patient Revenue - \$83,372 (October \$92,651)*
 - *Other Revenue - \$71,214 (October \$3,823)*
 - ○ *Includes \$54,167 in accrued (not yet drawn down) FQHC grant funds*
 - ○ *Includes \$15,000 in accrued State Grants (Received December 2)*
 - *Total Revenue - \$154,586.34 (October \$96,474)*
 - *Total Expense - \$104,511 (October \$102,213)*
 - Continuing education and training expense is approximately \$2,000 above normal
 - IT support costs were approximately \$3,000 greater than the previous month due to Amazing Charts upgrade
 - More time was spent on site installing memory upgrades and monitoring Amazing Charts conversion issues
 - *Surplus/(Deficit) – November Surplus \$50,075 (October Deficit (\$5,762))*
 - *YTD Surplus \$44,313*
 - **NOTE: New fiscal year started October 1**
2. **340B activities**
 - *Will meet with Hudson Headwaters December 4.*
3. **Line of Credit**
 - *Two draws were required to cover held bills, totaling \$58,000*
 - *Remaining LOC available - \$34,500*
 - *After a mid December draw to cover payroll, the LOC will be paid down using a combination of grant funds and patient revenue resulting from the release of held Medicare and Medicaid bills (And some commercial bills held during the conversion to outsourcing billing to PGM)*



4. Conclusions:

- *Financial status*
 - In spite of holding Medicare and Medicaid bills since November 1, MHC had sufficient cash on hand to cover November cash expenditures
 - FQHC grant revenue will provide just \$55,000 in additional revenue each month from now on
 - In December, held bills will begin to be released for payment, for Medicaid and possibly Medicare
- Revised fiscal year
 - As of October 1, the health center's fiscal year has been changed from July 1 to June 30 to October 1 to September 30.
 - As discussed in previous board meeting, this change was made for the purpose of being better positioned to take advantage of the higher FQHC Medicare reimbursement that is scheduled to start as of October 1, 2014

November resulted in a significant surplus thanks to the Section 330 grant and the State of Vermont grant funds. In addition, held Medicaid bills will begin to be submitted in the first week of December. Section 340 B activity is progressing well, with a beginning start up still on track for April 2013.

This is the beginning of a new era for Mountain Health Center and the people in the communities it serves!



Board Meeting Financial Report
Financial Summary For November 30, 2013
 Meeting Date: December 19, 2013

Period	November			YTD Actual Minus Budget 0 = Under Budget
	Month Actual	Month Budget	YTD Actual	
Revenue				
Gross Patient Revenue	\$ 116,376	\$ 112,311	\$ 281,644	\$ 15,044
Adjustments (Insur & Other)	(33,004)	(30,206)	(85,621)	(20,516)
Subtotal Net Patient Revenue	\$ 83,372	\$ 82,105	\$ 176,023	\$ (5,473)
Other Revenue				
Unrestricted Donation	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Grants	88,167	-	69,167	69,167
Blue Print PPM	2,047	3,000	3,888	(2,112)
Meaningful Use	-	-	-	-
Various refunds from vendors	-	-	-	-
CHY Care Coordinator	-	762	982	(612)
Other Revenue	-	-	-	-
Subtotal Other Revenue	\$ 71,214	\$ 3,762	\$ 75,037	\$ 67,513
Total Net Revenue	\$ 154,586	\$ 85,867	\$ 251,060	\$ 62,041

Expenses	Month Actual	Month Budget	YTD Actual	YTD Budget
Salaries	\$ 72,591	\$ 72,244	\$ 140,749	\$ 144,488
Fringe Benefits	13,249	11,090	22,834	22,184
Personnel Expenses	86,840	83,334	163,583	166,672
Supplies	1,549	2,680	8,811	5,259
Equipment	2,033	1,141	2,680	4,493
Rent	2,625	2,528	5,050	5,112
Other Expense	12,564	11,358	26,623	27,621
Total Expenses	\$ 104,511	\$ 100,989	\$ 208,747	\$ 209,167
Surplus/(Deficit)	\$ 50,075	\$ (16,122)	\$ 44,313	\$ (20,188)

Prepared By Bob Ellis

Financial Indicators						
Profit & Loss Review	September	October	November	Trend	September	October
Encounters	717	800	761	Negative		
Charge/Encounter	\$ 165.71	\$ 153.24	\$ 152.93	About the same		
Net Revenue/Encounter (includes capitation payments)	\$ 93.43	\$ 102.95	\$ 109.56	Positive		
Cost/Encounter	\$ 130.65	\$ 113.57	\$ 137.33	Negative		
Rev Less Cost/Encounter	\$ (37.22)	\$ (10.62)	\$ (27.78)	Negative		
Other Revenue/Encounter	\$ 51.07	\$ 4.25	\$ 93.59	Positive		
(Net Rev Less Cost)/Encounter	\$ 13.86	\$ (6.38)	\$ 65.80	Positive		
Business Days	20	23	19			
Average Charge/Business Day	\$ 5,582	\$ 5,998	\$ 6,125	Positive		
Average Expense/Business Day	\$ 4,984	\$ 4,444	\$ 5,501	Negative		
Net Payment/Business Day (Pat Rev)	\$ 3,349	\$ 4,028	\$ 4,368	Positive		
Other Revenue/Business Day	\$ 1,831	\$ 166	\$ 3,748	Positive		
Total Net Revenue/Business Day	\$ 5,180	\$ 4,195	\$ 8,136	Positive		
Surplus/(Deficit) Per Business Day	\$ 487	\$ (250)	\$ 2,636	Positive		

Balance Sheet Review	YTD September	YTD October	YTD November	Trend
Net Days in AIR (Target 45 Days) FQHC Bills held	53.4	56.51	62.85	Negative
Quick Ratio ((Cash+Cont Asset)/(Cont Liab+LYD))	3.41	3.57	1.88	About the same
Cash On Hand	39,999	6,237	491	Negative
Other Current Assets			\$ 69,167	Positive
Accounts Receivable - Det/Nov Mtdr & Mtdcd Bills Held	\$ 111,979	\$ 142,654	\$ 181,365	Negative
Current Liabilities Includes Current Li Dept Payment of 42,877	44,503	41,704	87,663	Negative
Days Cash On Hand (Target 30 Days)	12.95	7.50	0.29	Negative
Days in Period (Fiscal Yr Changed to October-1)	92	123	61	
Available Line of Credit	\$ 37,500	\$ 94,500	\$ 34,500	Negative
Days Cash Plus Line of Credit Available	76.02	32.29	10.21	Negative

LTD Total Payments Remaining for FY 2014 \$24,096.00

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Profit & Loss Budget Performance
November 2013

	Nov 13	Budget	Oct - Nov 13	YTD Budget	Annual Budget
Income					
4100 - Patient Revenue					
4110 - Patient Revenue	109,566.03	104,399.00	247,470.54	230,776.00	1,043,987.00
4125 - Capitation	6,820.41	6,112.00	12,932.05	12,224.00	55,008.00
4180 - Patient Refunds	0.00	0.00	-560.50	0.00	0.00
4126 - PCIP Incentive	0.00	1,800.00	1,800.61	3,600.00	16,200.00
4127 - Withhold	0.00	0.00	0.00	0.00	13,100.00
4120 - Insurance Adjustment	-33,004.00	-30,206.00	-85,620.00	-65,105.00	-294,144.00
Total 4100 - Patient Revenue	83,372.44	82,105.00	176,022.70	181,495.00	834,151.00
4300 - Grants & Contributions					
430001 - 330 Grant	54,166.67		54,166.67		
430002 - State of VT Legislative Grant	15,000.00		15,000.00		
430009 - Unrestricted Donations	0.00		1,000.00		5,900.00
Total 4300 - Grants & Contributions	69,166.67		70,166.67		5,900.00
4400 - Other Income					
440001 - Blueprint PPM	2,047.23	3,000.00	3,888.14	6,000.00	27,000.00
440002 - CHT Care Coordinator	0.00	762.00	982.35	1,524.00	6,861.00
440004 - 340B Revenue	0.00		0.00		52,743.00
440003 - Meaningful Use	0.00		0.00		48,500.00
Total 4400 - Other Income	2,047.23	3,762.00	4,870.49	7,524.00	136,104.00
Total Income	154,586.34	85,867.00	251,059.86	189,019.00	975,155.00
Expense					
6000 - Personnel Expenses					
6702 - Salary & Wages	45,440.90	40,455.00	84,263.80	80,910.00	364,092.00
6710 - Professional Wages	18,236.72	23,514.00	39,235.43	47,028.00	226,625.00
6734 - Non-Clinical Wages	8,913.16	8,275.00	17,249.54	16,550.00	74,478.00
6731 - Clinical Wages	0.00		0.00		12,435.00
6790 - Employee Bonuses					
Total 6702 - Salary & Wages	72,590.78	72,244.00	140,748.77	144,488.00	677,628.00
6704 - Fringe Benefits					
6770 - Workers Comp Insurance	3,450.00	305.00	3,760.00	615.00	1,225.00
6780 - Health Insurance	2,502.00	3,851.00	5,004.00	7,702.00	34,659.00
6720 - Professional SIMPLE Match	797.64	796.00	1,595.28	1,595.00	7,180.00
6735 - Non-Clinical SIMPLE Match	552.68	618.00	1,124.84	1,037.00	4,688.00
6732 - Clinical SIMPLE Match	188.04	161.00	379.52	361.00	1,528.00
Total 6704 - Fringe Benefits	7,490.36	5,653.00	11,863.74	11,310.00	49,358.00

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Profit & Loss Budget Performance
November 2013

	Nov 13	Budget	Oct - Nov 13	YTD Budget	Annual Budget
6708 - Payroll Taxes					
6730 - Professional Payroll Taxes	3,570.58	3,005.00	6,603.66	6,010.00	27,046.00
6736 - Non-Clinical Payroll Taxes	1,490.96	1,799.00	3,027.72	3,598.00	17,336.00
6733 - Clinical Payroll Taxes	696.94	633.00	1,339.22	1,266.00	5,697.00
Total 6708 - Payroll Taxes	5,758.48	5,437.00	10,970.60	10,874.00	50,079.00
Total 6000 - Personnel Expenses	85,839.62	83,334.00	163,583.10	166,672.00	777,066.00
6990 - Other Expense					
6501 - Information Tech Support	3,114.00	510.00	3,384.00	1,020.00	4,590.00
6150 - Continuing Education					
6150 - Continuing Education - Other	2,300.00	625.00	3,031.00	1,250.00	5,625.00
6151 - Books, CDs, Surveys, Training	770.00		1,475.00		
Total 6150 - Continuing Education	3,070.00	625.00	4,506.00	1,250.00	5,625.00
6090 - Rent Expense	2,525.00	2,556.00	5,080.00	5,112.00	23,004.00
6500 - Minor Equipment					
6506 - Minor Furniture and Equipment	1,269.99		1,269.99		
6502 - Office Equipment Leasing	763.26	641.00	1,409.60	1,282.00	5,767.00
6500 - Minor Equipment - Other	0.00	500.00	0.00	3,211.00	6,711.00
Total 6500 - Minor Equipment	2,033.25	1,141.00	2,679.59	4,493.00	12,478.00
6910 - Utilities					
6911 - Telephone Expense	694.79	667.00	1,403.84	1,334.00	5,999.00
6910 - Utilities - Other	376.33	200.00	752.66	400.00	1,800.00
6916 - Cell Phone	100.00	100.00	200.00	200.00	900.00
6914 - Rubbish/Recycle	68.15	200.00	136.30	400.00	1,800.00
6912 - Electric	0.00	260.00	0.00	520.00	2,340.00
6913 - Heat	0.00	400.00	0.00	600.00	2,500.00
Total 6910 - Utilities	1,239.27	1,827.00	2,492.80	3,454.00	15,339.00
6504 - Web Fees	995.00	83.00	995.00	166.00	746.00
6105 - Interest Expense	507.71	408.00	1,047.69	816.00	3,676.00
6530 - Repairs & Maintenance					
6531 - Cleaning - Housekeeping	433.32	433.00	866.64	866.00	3,901.00
6530 - Repairs & Maintenance - Other	0.00	42.00	0.00	84.00	374.00
Total 6530 - Repairs & Maintenance	433.32	475.00	866.64	950.00	4,275.00
6100 - Service Charges	414.62	289.00	888.54	578.00	2,600.00
6800 - Professional Fees					
6820 - Legal Fees	129.00		645.00	500.00	5,000.00
6810 - Accounting	0.00		0.00		8,500.00
6830 - Consulting Fees	0.00		2,300.00		750.00
Total 6800 - Professional Fees	129.00		2,945.00	500.00	14,260.00

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Profit & Loss Budget Performance
November 2013

	Nov 13	Budget	Oct - Nov 13	YTD Budget	Annual Budget
6505 · Secure Shred	102.50	18.00	102.50	36.00	163.00
6259 · Membership Dues	65.00	67.00	845.00	134.00	593.00
6520 · Board Expense	58.91		120.73		
6789 · Payroll Processing Expense	30.00		30.00		
8789 · Payroll Processing Expense - Other	0.00	100.00	0.00	200.00	900.00
6786 · End of Year Processing W2					
Total 6789 · Payroll Processing Expense	30.00	100.00	30.00	200.00	900.00
6210 · Postage	12.65	47.00	487.62	94.00	424.00
6251 · Bi-State Dues	0.00	485.00	747.11	970.00	4,367.00
6115 · CMS 855A Fees	0.00		532.00		
6503 · EMR Application Fees	0.00		0.00		3,900.00
6400 · Laundry Expense	0.00		19.00		
6450 · Laboratory Fees	0.00		200.00		
6300 · Insurance Expense					
6350 · Business Owners Insurance	0.00	55.00	0.00	110.00	493.00
6310 · Malpractice Insurance	0.00		1,871.28	1,871.00	5,614.00
6360 · DRG Insurance	0.00		1,625.00	1,625.00	1,625.00
Total 6300 · Insurance Expense	0.00	55.00	0.00	110.00	493.00
6110 · Advertising	0.00	65.00	3,496.28	3,606.00	7,732.00
6255 · Licenses & Permits	0.00	208.00	300.00	416.00	1,876.00
Total 6990 · Other Expense	14,730.25	239.00	0.00	478.00	2,153.00
6950 · Travel and Meetings - Other		9,133.00	31,735.50	24,273.00	108,777.00
6950 · Travel and Meetings	2,308.33		2,462.06		
6951 · Conference, Convention, Meeting	83.68		155.68		
6952 · Meals & Entertainment	0.00	350.00	0.00	700.00	15,000.00
Total 6950 · Travel and Meetings	2,392.01	350.00	2,617.74	700.00	15,000.00
6515 · Supplies					
6511 · Medical Supplies	1,266.38	2,009.00	8,139.86	4,018.00	18,083.00
6512 · Office Supplies	282.97	621.00	670.95	1,241.00	5,583.00
Total 6515 · Supplies	1,549.35	2,630.00	8,810.82	5,259.00	23,666.00
6960 · Contractual Expense	0.00	5,542.00	0.00	12,253.00	55,421.00
6835 · Outsourced Billing Expense	0.00	5,542.00	0.00	12,253.00	55,421.00
Total 6960 · Contractual Expense	0.00	5,542.00	0.00	12,253.00	55,421.00
Total Expense	104,511.23	100,989.00	206,747.16	209,157.00	979,928.00
Net Income	50,076.11	-16,122.00	44,312.70	-20,138.00	-4,774.00

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Balance Sheet
 As of November 30, 2013

	Nov 30, 13
ASSETS	
Current Assets	
Checking/Savings	290.54
1000 - Checking Account	100.00
1100 - Petty Cash	100.00
1101 - Change Bank	490.54
Total Checking/Savings	981.08
Accounts Receivable	
1200 - Accounts Receivable	558,536.73
1250 - Contractual Allowances	-378,406.78
Total Accounts Receivable	182,129.95
Other Current Assets	
1260 - Grants Receivable	69,166.67
Total Other Current Assets	69,166.67
Total Current Assets	251,787.16
TOTAL ASSETS	251,787.16
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	4,643.05
2000 - Accounts Payable	4,643.05
Total Accounts Payable	9,286.10
Other Current Liabilities	2,163.00
2100 - Payroll Liabilities	2,163.00
2110 - Accrued Salary	2,163.00
Total 2100 - Payroll Liabilities	4,326.00
260001 - Line Of Credit	95,500.00
Total Other Current Liabilities	97,663.00
Total Current Liabilities	102,306.05
Long Term Liabilities	
250002 - Term Loan 90K	80,586.39
Total Long Term Liabilities	80,586.39
Total Liabilities	182,892.44

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Balance Sheet
As of November 30, 2013

	Nov 30, 13
Equity	
1700 - Net Asset	15,045.82
3000 - Unrestricted Net Assets	9,536.20
Net Income	44,312.70
Total Equity	68,894.72
TOTAL LIABILITIES & EQUITY	251,787.16