

Priority: Accountability

Lead Agency: Health Department

Program Offer Type: Support

Program Contact: LEAR Wendy R

Related Programs:

Program Characteristics:

Executive Summary

This program offer adds back two FTE to Health Department Business Services that was cut prior to the staff becoming part of Shared Services. This will restore staff capacity to address issues raised by the County Audit Committee and the County's external Auditors.

Program Description

In the fall of 2003 a Program Manager in Business Services was cut from Business Services with the expectation that senior level accounting expertise would be provided by Shared Services. This never materialized and the Health Department lost knowledge and expertise in Medical systems accounting. The central finance office in the County does not have staff with experience in medical claims systems or in industry standards for medical services accounting. This has resulted in several years of Management Letter comment and concern.

This program offer adds two staff accountant positions—a Finance Specialist Senior and a Finance Specialist 2, rather than the management level position that was eliminated in 2004.

Program Justification

These positions will be responsible for the day-to-day accounting transactions generated by the Medical, Dental and specialty clinic services provided by the Health Department. They will reconcile the various sub ledger systems (EPIC to SAP) avoiding any error in the reporting of the County's financial position. They will also work with the external auditors and County central finance to assure quick and accurate resolution of accounting related matters.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY04-05)	Current Year Purchased (FY05-06)	Current Year Estimate (FY05-06)	Next Year Offer (FY06-07)
Output	Mnthly reconciliation of all MCHD sub ledger systems	0	0	0	3
Outcome	No Management Letter comments or audit findings in MCHD clinical systems	1	3	1	0

Performance Measure - Description

Output: The Output would be an accurate reconciliation of three sub ledger systems, EPIC for Medical Billing, UHN for specialty claims processing, and Dental's DCO State data reporting reconciled to EPIC.

Outcome: The years reporting are based on the year in which the Auditor comments were received, not by the year audited. So for FY04-05 we had one Mgmt Letter comment for the FY04. In FY05-06 we had several comments. The current year estimate is an expectation of the results of the FY06 audit, with these positions added, finally the audit for FY07 should be clean, with no comments or findings.

Legal/Contractual Obligation

Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2006	2006	2007	2007
Personnel	\$0	\$0	\$146,805	\$0
Subtotal: Direct Exps:	\$0	\$0	\$146,805	\$0
Administration	\$0	\$0	\$0	\$0
Program Support	\$0	\$0	\$0	\$0
Subtotal: Other Exps:	\$0	\$0	\$0	\$0
Total GF/non-GF:	\$0	\$0	\$146,805	\$0
Program Total:	\$0		\$146,805	
Program FTE	0.00	0.00	2.00	0.00
Program Revenues				
Program Revenue for Admin	\$0	\$0	\$0	\$0
Total Revenue:	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last year this program was: