

# Client Accounting

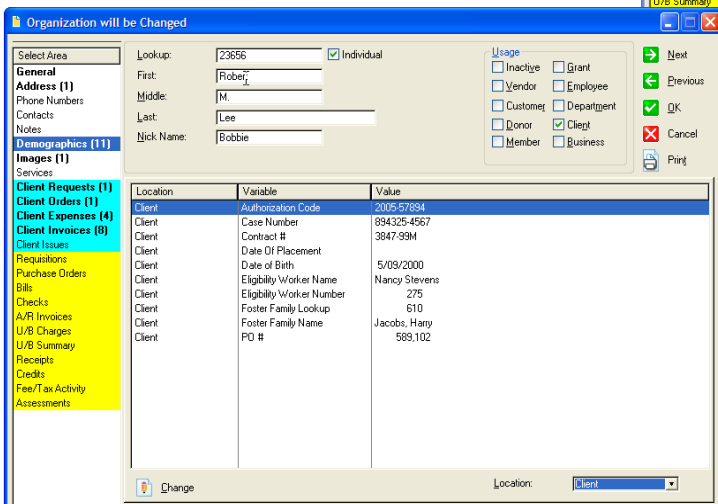
## WHAT IT DOES FOR YOU

Used by foster child care and other agencies providing support services to clients, **AccuFund Client Accounting** provides a central location in the **AccuFund Accounting Suite** for all information related to an agency's clients (for example foster children or adults). In most cases, **Client Accounting** removes the need to maintain a separate system for client financial information.

With **Client Accounting**, you can see all A/R invoices, A/P bills, purchase orders and requisitions for a client regardless of the associated customer (the state or private organization providing the client's funding). Reports can be generated for individual clients incorporating information from all the integrated modules used in the **AccuFund Accounting Suite**.

established in both Accounts Receivable and Accounts Payable, allowing you to pull information from both sides into a single report on a client or customer.

To facilitate the third-party billing, **Client Accounting** includes the client information on the Accounts Receivable invoice sent to the customer, permitting them to see the client(s) for whom they are being billed.



**Organization will be Changed**

Select Area: [ ]    Lookup: 23656     Individual    Usage:  Inactive  Grant  Vendor  Employee  Customer  Department  Donor  Client  Member  Business

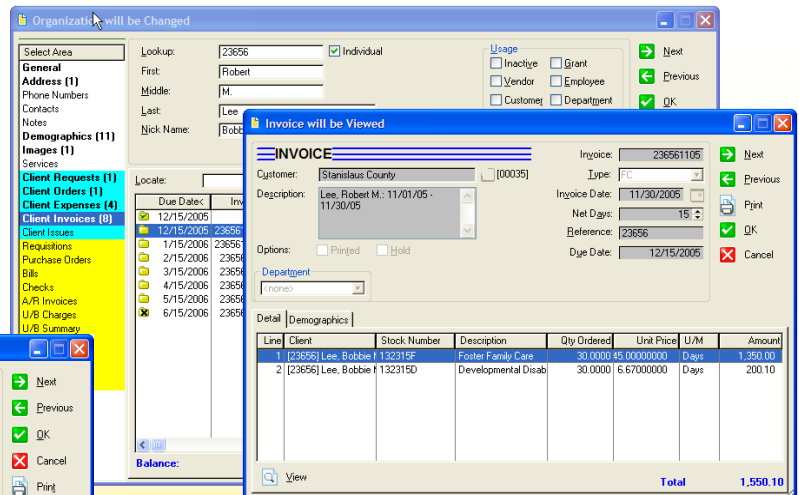
General  
**Address (1)**  
 First: Robert  
 Middle: M.  
 Last: Lee  
 Nick Name: Bobbie

**Demographics (11)**  
 Services  
**Client Requests (1)**  
**Client Orders (1)**  
**Client Expenses (4)**  
**Client Invoices (8)**  
 Client Issues  
 Requisitions  
 Purchase Orders  
 Bills  
 Checks  
 A/R Invoices  
 U/B Charges  
 U/B Summary  
 Receipts  
 Credits  
 Fee/Tax Activity  
 Assessments

Location	Variable	Value
Client	Authorization Code	200557894
Client	Case Number	894254567
Client	Contract #	384799M
Client	Date Of Placement	
Client	Date of Birth	5/09/2000
Client	Eligibility Worker Name	Nancy Stevens
Client	Eligibility Worker Number	275
Client	Foster Family Lookup	610
Client	Foster Family Name	Jacobs, Harp
Client	PO #	589.102

The client record gives a central view of all activity for each client from all sources. The blue section shows a quick glance of transaction types and the volume..

**Client Accounting** allows you to tie all received funds and payments to a client as well as to a vendor (the family hosting the foster child or housing and service providers for adults). This is possible because links to a client are



**Invoice will be Viewed**

**INVOICE**    Invoice: 236561105    Type: F    Invoice Date: 11/30/2005    Net Dgys: 15    Reference: 23656    Due Date: 12/15/2005

Customer: Stanislaus County    Description: Lee, Robert M.: 11/01/05 - 11/30/05

Options:  Printed  Hold    Department: [none]

Line	Client	Stock Number	Description	Qty Ordered	Unit Price	U/M	Amount
1	[23656] Lee, Bobbie	132315F	Foster Family Care	30.00000	45.00000000	Days	1,350.00
2	[23656] Lee, Bobbie	132315D	Developmental Disab	30.00000	6.67000000	Days	200.10

Balance:    Total: 1,550.10

Opening a client invoice lets the user see the details of the invoice including payment history.

## HOW IT WORKS

**AccuFund Client Accounting** allows agencies to track clients as well as customers by adding a layer of functionality across applicable modules in the **AccuFund Accounting Suite** — Accounts Receivable, Cash Receipts, Accounts Payable, Purchasing and Requisitions. Services provided by your agency are entered into Accounts Receivable and collected specifically for clients through Cash Receipts. They are paid out from Accounts Payable to your vendors linked to your clients. Because your agency generally has more than one organization from which it receives funding, you have the flexibility of tracking funds by customer and by client.

A client field has been added in Accounts Receivable so you can create invoices for customers for the services needed for each client. An invoice can be generated for a customer that contains multiple clients. In Accounts Payable, you can create a bill for each vendor/family showing the amount of funds for each client/child as those funds are received and paid.

Using the Purchasing module, you can create a purchase order for each vendor/family that outlines the amount they are committed to spend on each child. The purchase order can provide you with a breakdown of what the vendor/family is committed to in a future timeframe as well as in the present. You can also see the inventory of the services and supplies the client receives — a view that is available in Accounts Receivable and Requisitions as well.

## OTHER FEATURES

**AccuFund Client Accounting** has several other features that provide exceptional value:

- ✓ Receipts can be generated that show the amount of funds that have come in for each client, allowing you to see if overpayments were made.
- ✓ Credits for overpayments can be created in Accounts Receivable and will appear on corresponding invoices and in the Cash Receipts module.
- ✓ A complete history of purchase orders and requisitions can be obtained for each client by just clicking on the client's name.
- ✓ Revenue and expense activity can be combined in one report, enabling you to determine if the right amount of funds are being received.
- ✓ Inventory issues can be generated for distributing items in storage to clients.
- ✓ Demographic information fields in the client record are user definable.

## COMPONENT INTEGRATION

**Client Accounting** is integrated with:

- ✓ **Accounts Receivable** for tracking funds received from each of the customers for each of the clients.
- ✓ **Accounts Payable** for tracking funds disbursed to the vendors/families for each client/child.
- ✓ **Purchasing** for creating purchase orders for each vendor/family that establishes the amount of funds they are committed to spend on each client in their care.

*A/R credits may be created as part of cash receipts and applied directly to a client.*

- ✓ **Requisitions** for managing and processing requests for services and supplies.
- ✓ **Cash Receipts** for creating receipts and reviewing history of credits.

## COMPONENT AVAILABILITY

**Client Accounting** is available with both the Standard and Professional editions of the **AccuFund Accounting Suite**.

## STANDARD TEMPLATES PROVIDED

**AccuFund** provides a set of default report templates for **Client Accounting**. These templates provide all of the table connections to make it easy to create logical reports. They may be modified and added to through the **Reports/Forms Designer**. Default report templates include:

- ✓ Client Sales Activity
- ✓ Client Requisition Activity
- ✓ Client Purchasing Activity
- ✓ Client Expense Activity
- ✓ Client Issue Activity
- ✓ Client Activity

Each report template may have multiple reports defined with different data and levels of summary.