

CLIENT ACCOUNTING



AccuFund's Client Accounting provides a central location for all information related to an agency's clients (i.e. foster children or adults). In most cases, Client Accounting removes the need to maintain a separate system for client financial information.

Client Accounting allows an organization to create unlimited fields to track and report on client data, such as enrollment dates, ethnicity, guardianship, and much more. These items can be linked to Dashboards and automated tasks.

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 that incorporate information from all the integrated modules used in the AccuFund Accounting Suite.

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 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.

OVERVIEW

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 the vendors linked to your clients.

Since agencies generally have more than one organization from which they receive 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

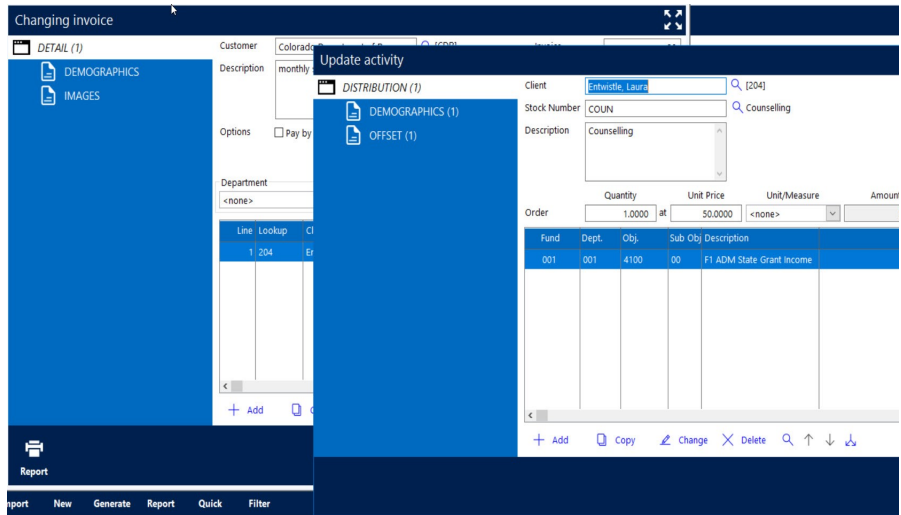
Customize Client Information screens to track all of the key Case Management information.

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.

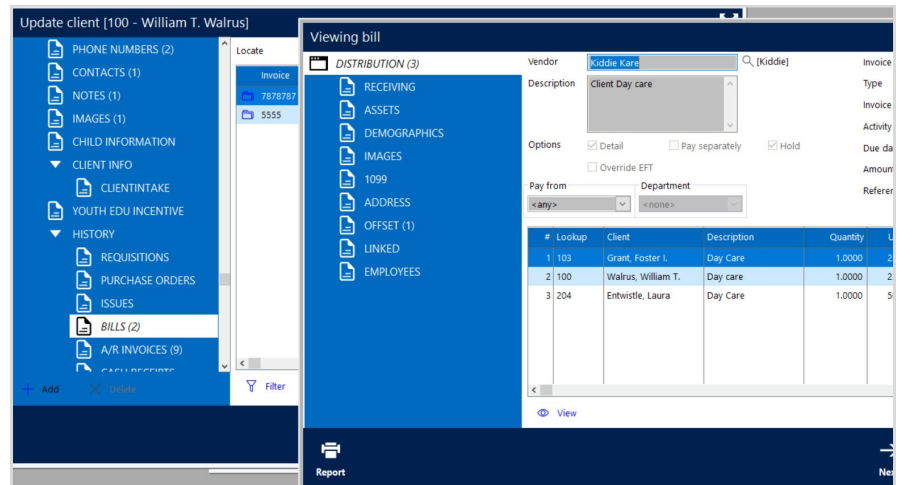
FEATURES

AccuFund Client Accounting has several features that provide exceptional value:

- Receipts that show the amount of funds 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.



A/R Invoices and other documents can be created on behalf of one or more Clients.



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

COMPONENT INTEGRATION, AVAILABILITY & REPORTING

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

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

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.