


PARTNERSHIP HEALTH CENTER
EXECUTIVE/FINANCE COMMITTEE MEETING AGENDA

Wednesday, September 18, 2024
 10:30 a.m. to 12:00 p.m.

FREIGHTHOUSE WEST CONFERENCE ROOM
 306 Railroad St West | Missoula MT 59802

or

VIRTUAL DETAILS (TEAMS): [Click here to join the meeting](#)

Meeting ID: 235 044 265 69 | Passcode: CGSzDe

<u>TOPIC</u>	<u>ESTIMATED TIME</u>
I. Call to Order	10:30 a.m.
II. Public Comments	10:35 a.m.
III. Executive/Finance Committee Meeting Minutes of July 31, 2024*	10:45 a.m.
IV. July & August Financial Statements*	11:25 a.m.
a. Financial Policy Review	
i. Purchasing and Accounts Payable – minor changes	
ii. Conducting the Federal Audit – minor changes	
iii. Subrecipient Monitoring – no changes	
iv. Vasectomy Fee and Alternate Sliding Fee Schedule – no changes	
V. CEO/Leadership Update	11:45 a.m.
VI. Old Business	As needed
VII. Additions	As needed
VIII. Agenda for September 27, 2024 Board of Directors Meeting*	11:55 a.m.
IX. Next Committee Meeting: October 16, 2024	
X. Adjournment	12:00 p.m.

2024 Meeting Dates:

Monthly EFC Meetings	
JANUARY	01/03/2024
FEBRUARY	01/31/2024
MARCH	02/28/2024
APRIL	04/03/2024
MAY	05/01/2024
JUNE	06/05/2024 06/06/2024
JULY	07/03/2024
AUGUST	07/31/2024
SEPTEMBER	09/18/2024
OCTOBER	10/16/2024
NOVEMBER	11/20/2024
DECEMBER	12/18/2024

(Action items are in blue)

* indicates attachment



**PARTNERSHIP HEALTH CENTER (PHC)
EXECUTIVE/FINANCE COMMITTEE (EFC) MEETING MINUTES**

July 31, 2024

PRESENT: Kathleen Walters, Chair
John Crawford, Vice Chair
Joe Melvin, Treasurer

STAFF: Lara Salazar, Chief Executive Officer (CEO)
Bryan Chalmers, Chief Financial Officer (CFO)
Marge Baack, Chief Operations Officer (COO)
Jaime Dixon, Assistant Chief Financial Officer
James Quirk, MD, Chief Medical Officer (CMO)
Joseph Faircloth, Chief Infrastructure Officer (CIO)
Skye McGinty, Chief Diversity and Equity Officer
Rebecca Goe, Chief Innovations Officer (CINNO)

Brianna Walker, Recording Secretary

*Virtual

ISSUE	DISCUSSION	ACTION
<p>CALL TO ORDER</p> <p>PUBLIC COMMENTS</p> <p>MINUTES</p> <p>CFO REPORT</p>	<p>The meeting was called to order by Kathleen Walters, Chair, at 10:37 a.m.</p> <p>Kathleen Walters called for public comments: None heard.</p> <p>All Committee members received a copy of the July 3, 2024 Executive/Finance Committee Meeting Minutes for review.</p> <p>Bryan Chalmers distributed the June financial statement to all committee members (see attached) and reported the following:</p> <ul style="list-style-type: none"> • <u>Total Revenue</u>: -8.0%; impact from Medicaid redetermination and Covid relief dollars ending. • <u>Expenses</u>: -4.7% with net income loss of \$3.5 million; budgeted at \$2.2 million • <u>Cost per day</u>: displayed and reviewed • <u>Encounters</u>: <ul style="list-style-type: none"> ○ Medical: -1.9% ○ Behavioral Health: -6.4% with school based in flux while it stabilizes ○ Dental: -8.5% 	<p>*It was moved, seconded (John Crawford/Joe Melvin) & carried to approve the EFC Meeting Minutes of July 3, 2024 as presented. The vote was unanimous.</p>

- Year to date Fee Revenue: displayed and reviewed
- Volume indicators: total encounters at -3.9%
- Month to date: medical is -5.1%; behavioral health -28.9%; clinical pharmacy -10.5%
- Encounter mix: displayed and reviewed
- FTE's (Full Time Equivalencies): displayed and reviewed
- Fee revenue: \$52 million; revenue adjustments applied
- Lease and subscription liabilities: greater than \$1 million, rent is listed here as well
 - Kathleen Walters asked for the definition of subscription liability. Defined as software licenses PHC is obligated to pay, including Epic.
- Net Pension Liability: \$18.4 million
- Operating loss: helps PHC determine how much other income is needed. The greater the loss becomes, the greater the pressure on Innovations for grants and donations.
- Operating revenue: \$614k loss
- Total revenue with grants: \$640k
- Salaries: salary budget being closer to reality is the goal; 4.7% vacancy rate
- Net Income Loss: Budgeted at \$184k, actual was \$1 million
- Contracted Services: \$503k
- Month to date loss: \$584k
- Net revenue year to date:
 - Medicaid redetermination is 14% behind, equates to \$1.6 million
 - Pharmacy is 18% behind, which is \$1.4 million
- Non operating revenue:
 - Grants behind by approximately \$1 million
- Total revenue: -8.0%
- Total operating expense: \$2.2 million; -4.7%
- Cash Report: 120 days reserve requirement. Started at \$13.6 million, budgeted at \$15.3 million, actual is \$14.6 million.
- Deficit spend: Started with \$7.1 million; budgeted to use \$5.5 million; actual was \$4.1 million used
- Total cash: Started with \$29.4 million, budgeted at \$24.6 million, actual was \$27.3 million.
- Capital spend: displayed and reviewed
- Grants: displayed
- Payor mix: Change in \$2 million

FY2025 BUDGET

- Volume shift: pharmacy growing but also impacted by payor mix change

All Committee members received the FY 2025 Budget and three year plan in the packet to review. Bryan Chalmers reported the following:

- Total encounters: Reviewed predicted and actual
 - Medical: 14.5% increase
 - Clinical Pharmacy: 4.8% increase
 - Behavioral Health: 16.3% increase
 - Dental: 24% increase
 - Overall 20% increase in encounters
- Encounters per provider: reviewed; discounted for the 2025 EHR install
- Net income loss: \$2.8 million projected; actual was \$3.5 million with potential for being greater
- Total revenue: Increased from \$45k presented to \$46k revised
- Supplies: reviewed; very much volume driven
- Purchased services: driven by software and contracts; \$5.4 million presented to \$5.2 million revised
- Net income loss: \$4.3 originally presented down to \$2.9
- FTE Budget: year over year increased from 226 to 312
- Payroll: 249 on payroll in 2022; 271 in 2025 and 287 on the roster currently.
- Cash: goal is to have net income and cash flow be static; cash spreadsheets reviewed
 - 2025: decreasing from \$27.3 million to \$22.6 million; using \$4.6 million
 - 2026: decreasing from \$22.6 million to \$18.9 million; using \$3.7 million
 - 2027: decreasing from \$18.9 million to \$16.0 million; using \$2.9 million – not meeting cash reserve requirement for 2027
- Position control: reviewed
- Will be adding submitted grants, LEAN activities and how that benefits the net income and loss line. Lara Salazar advised that Rebecca Goe has applied for an expanded hours grant through HRSA that can help offset some costs with employees.
 - Kathleen Walters inquired if PHC would ever get the loss down. Lara Salazar stated that with the cash reserves, it provides time to make adjustments. Plan is to evaluate how LEAN's impact over the next six months. If Medicaid redetermination hadn't happened, PHC would have been on track.

<p>CEO UPDATE</p>	<p>All Committee members received the Leadership Report in the packet to review. Lara Salazar reported the following:</p> <ul style="list-style-type: none"> • Evaluating staff ratios and vacations to avoid sending staff home and having gaps in care • Executive team is preparing to look at programs and if some need to be absorbed • Pursuing grants strategically and not adding programs without knowing they are revenue generators • In FY2026, there will be four new software implementations and PHC should see efficiency gains with updated technology <ul style="list-style-type: none"> ○ Kathleen Walters asked if increasing encounters would help. It is a balance with Medicaid. PHC is working with MPCA (Montana Primary Care Association) and others to advocate for Medicaid not to sunset. • Looking at Value-Based pay arrangements with conversations scheduled with Pureview and Greater Valley health regarding direct primary care models to help generate revenue. • Continuing space planning and looking at PHC’s footprint and determining if it is efficient. • Seeley Lake Clinic reports a \$300k loss and Executives are actively working with the Hospital Board in Seeley Lake to determine next steps. 	<p>*It was moved, seconded (John Crawford/Joe Melvin) & recommended to present the FY2025 Revised Budget and Three Year Plan to the full Board. The vote was unanimous.</p>
<p>NEXT BOARD AGENDA</p>	<p>The draft agenda for the Friday, August 9, 2024, Board Meeting was approved.</p>	<p>*It was moved, seconded (John Crawford/Joe Melvin) & carried to approve the July Board Meeting Agenda. The vote was unanimous.</p>
<p>NEXT MEETING</p>	<p>The next Executive/Finance Committee meeting will be September 4, 2024.</p>	
<p>ADJOURNMENT</p>	<p>The meeting was adjourned at 11:59 a.m.</p>	
<p>* Indicates motions made and accepted.</p>	<p>Respectfully submitted,</p> <p>_____</p> <p>Jilayne Dunn, Board Secretary</p> <p>_____</p> <p>Brianne Walker, Recording Secretary</p>	



**FINANCIAL REPORT
DRAFT**



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Key Talking Points

Key Indicators

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Revenue Adjustments

Statement of Net Position as of July 31, 2024

Audit Formatted Financial Statement July 2024

Detail MTD Financial Statement July 2024

Detail YTD Financial Statement July 2024

Encounter Graphs

Cash Report

Capital Fund Report

Grant Summary

Estimated Reconciliation of Budget Variance

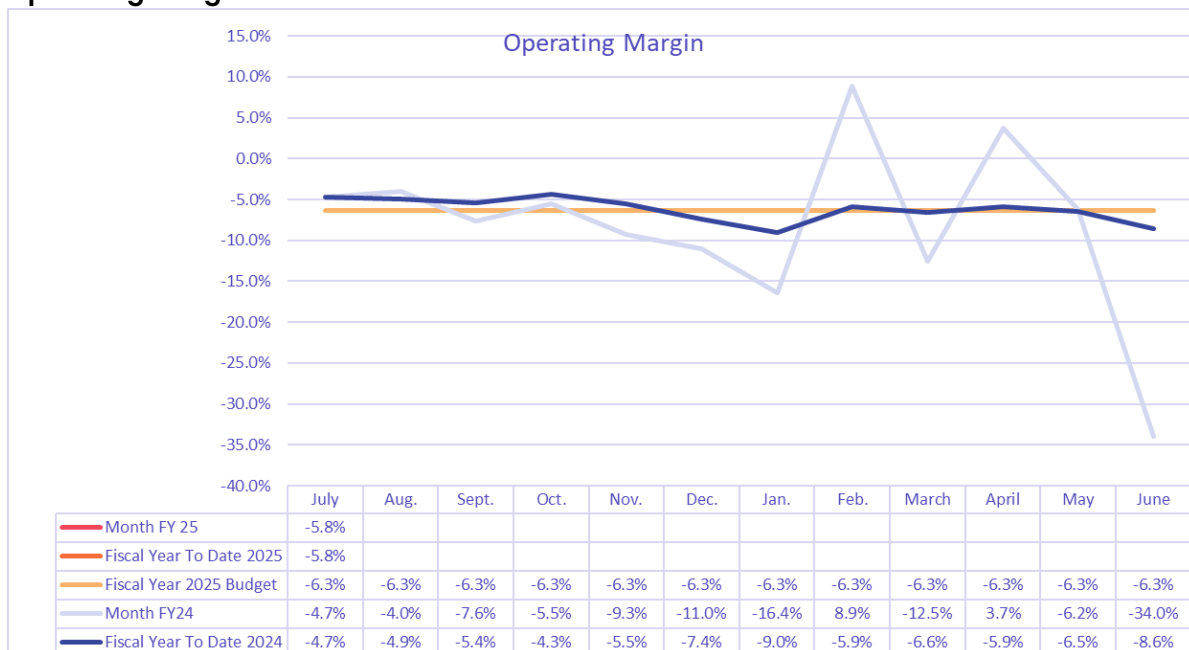
Monthly Finance Overview

July Year to Date 2024

YTD (Year to date) Financial Position:

	Actual YTD	Budget	Variance	Variance %
REVENUE				
Total Operating Revenue	2,890,254	2,915,325	(25,071)	-0.9%
Total Non-Operating Revenue	850,952	944,523	(93,571)	-9.9%
TOTAL REVENUE	3,741,206	3,859,848	(118,642)	-3.1%
EXPENSE				
Personnel	2,334,918	2,381,487	(46,569)	-2.0%
Supplies	1,267,728	1,284,734	(17,006)	-1.3%
Purchased Services	355,100	436,698	(81,598)	-18.7%
Depreciation	62,562	62,562	-	0.0%
TOTAL EXPENSES	3,957,745	4,102,918	(145,173)	-3.5%
NET INCOME/(LOSS)	(216,539)	(243,070)	26,531	-10.9%
Net Margin	-5.8%	-6.3%		

Operating Margin:



Cost Per Encounter:

	FY 24 Q4	July YTD	Budget YTD
Medical	373	453.57	360.14
Dental	331	322.73	322.14
Behavioral Health	398	546.10	383.08
School Based Health	463	3,827.76	369.92
Total Clinical	370	449.89	356.65
Pharmacy	125	126.21	123.71

Calculations include overhead allocation.
All expenses are included, including depreciation.

Other: notes regarding expense variances-

Month to Date:

Clothing Allowance:

Issued at the beginning of the year, one-time payment for fiscal year

Computer:

Much of the computer expenses will be spent as we get closer to EPIC go-live

Continuing Education:

Not all contracts have been fully executed by Missoula County, CE payout for providers will occur once fully executed.

Key Talking Points

Jul-24

Key Utilization

Total Encounters Month to Date (MTD) are 5,561 with a Budget of 7,634.
Year to Date (YTD) total is 5,561 and the Budget is 7,634 for a % variance of -27.2.
The prior YTD total was 5,140. Year to Date and Prior Year ratio 108.2%.

Total Medical Encounters MTD are 3,372 with a Budget of 4,520.
YTD total is 3,372 and the Budget is 4,520 for a % variance of -25.4.
The prior YTD total was 3,323. Year to Date and Prior Year ratio 101.5%.

Total Behavioral Health Encounters MTD are 692 with a Budget of 1,162.
YTD Total is 692 and the Budget is 1,162 for a % variance of -40.5.
The prior YTD total was 630 Year to Date and Prior Year ratio 109.8%.

Total School Based Behavioral Health Encounters MTD are 28 with a Budget of 331.
YTD Total is 28 and the Budget is 331 for a % variance of -91.5.
The prior YTD total was 12 Year to Date and Prior Year ratio 233.3%.

Total Dental Encounters MTD are 1,368 with a Budget of 1,488.
YTD Total is 1,368 and the Budget is 1,488 for a % variance of -8.1.
The prior YTD total was 1,048 Year to Date and Prior Year ratio 130.5%.

Pharmacy Prescriptions Filled MTD are 11,536 with a Budget of 11,157.
YTD Total is 11,536 and the Budget is 11,157 for a % variance of 3.4.
The prior YTD total was 9,568 Year to Date and Prior Year ratio 120.6%.

Balance Sheet

Consolidated Days Cash on Hand is 217.1 days calculating available cash and investments of \$27.08m.
Operating cash is \$24.35m for 195.2 days, and the capital fund is \$2.73m for 21.9 days.
* the formula is based on all calendar days, not just business days.

Days in Clinical Accounts Receivable are 62, and the current receivable balance is \$2,921,298.
Clinical AR is presented gross and does not include an adjustment for assessment of collectability.

Revenue and Expense

Fee Revenue for the month totaled \$2.89m with a Budget of \$2.92m for a % variance of -0.9%.

YTD Fee Revenue is \$2.89m with a Budget of \$2.92m for a % variance of -0.9%.
The prior YTD revenue was \$2.49m for a % variance of 16.2%.

Total Revenue for the month is \$3.74m with a Budget of \$3.86m for a % variance of -3.1%.

YTD Total Revenue is \$3.74m with a Budget of \$3.86m for a % variance of -3.1%.

Expenses for the month totaled \$3.96m with a Budget of \$4.1m for a % variance of -3.5%.
YTD expenses are \$3.96m with a Budget of \$4.1m for a % variance of -3.5%.
The prior YTD expenses are \$3.2m for a variance of 23.6%.

Net Income for the month is \$-216,539 with a Budget of \$-243,070 for a % variance of -10.91%.
YTD Net Income is \$-216,539 with a Budget of \$-243,070 for a % variance of -10.91%.
Capital Reserve Interest revenue posted for the month is \$0

Current Month

Year To Date

YTD

Jul. 31, 2024					Jul. 31, 2024				Budget		Jul. 31, 2023	
Actual	Budget	Daily Avg	Var	Var %	Actual	Budget	Var	Var %	12 Mo Total	Prior Year	% Change	

VOLUME INDICATORS

22												
1,696	2,180	99	(484)	-22.2%	Creamery Medical	1,696	2,180	(484)	-22.2%	24,671	1,624	4.4%
841	1,371	62	(530)	-38.7%	Creamery Residency Medical	841	1,371	(530)	-38.7%	15,519	960	-12.4%
14	16	1	(2)	-13.9%	Creamery Residency BH	14	16	(2)	-13.9%	184	16	
1,031	1,093	50	(62)	-5.7%	Creamery Dental	1,031	1,093	(62)	-5.7%	12,371	869	18.6%
88	-	0	88		Creamery IBH	88	-	88		-	120	
527	1,033	47	(506)	-40.5%	Alder BH	527	1,033	(418)	-40.5%	11,689	543	-2.9%
301	311	14	(10)	-3.2%	Seeley Lake Medical	301	311	(10)	-3.2%	3,519	252	19.4%
200	199	9	1	0.6%	Seeley Lake Dental	200	199	1	0.6%	2,251	154	29.9%
0	0	0	(0)		Seeley Lake BH	0	0	(0)		0	0	
153	178	8	(25)	-13.9%	POV Medical	153	178	(25)	-13.9%	2,011	100	53.0%
13	0	0	13	14713536.4%	POV BH	13	0	13	14713536.4%	0	8	62.5%
199	178	8	21	12.0%	Lowell Clinic Medical	199	178	21	12.0%	2,011	209	-4.8%
137	138	6	(1)	-0.6%	Lowell Clinic Dental	137	138	(1)	-0.6%	1,560	11	1145.5%
46	0	0	46	52063536.4%	Lowell Clinic BH	46	0	46	52063536.4%	0	56	-17.9%
7	148	7	(141)	-95.3%	Trinity Medical	7	148	(141)	-95.3%	1,672	0	
0	113	5	(113)		Trinity BH	0	113	(113)	0.0%	1,280	0	
0	83	4	(83)	-100.0%	School Based - Lowell BH	0	83	(83)	-100.0%	936	0	
11	83	4	(72)	-86.7%	School Based - Willard BH	11	83	(72)	-86.7%	936	12	-8.3%
5	83	4	(78)	-94.0%	School Based - CS Porter BH	5	83	(78)	-94.0%	936	0	
12	83	4	(71)	-85.5%	School Based - Franklin BH	12	83	(71)	-85.5%	936	0	
11,536	11,157	507	379	3.4%	Pharmacy Prescriptions	11,536	11,157	379	3.4%	126,274	9,568	20.6%
101	133	6	(32)	-24.1%	Clinical Pharmacy	101	133	(32)	-24.1%	1,507	127	-20.5%
175	155	7	20	12.6%	Missoula Food Bank Medical	175	155	20	12.6%	1,759	178	-1.7%
0	58	3	(58)	-100.0%	Missoula Food Bank Dental	0	58	(58)	-100.0%	660	14	-100.0%
4	0	0	4	4527172.7%	Missoula Food Bank BH	4	0	4	4527172.7%	0	23	-82.6%
3,372	4,520	205	(1,148)	-25.4%	Medical	3,372	4,520	(1,148)	-25.4%	51,162	3,323	1.5%
692	1,162	53	(470)	-40.5%	BH	692	1,162	(470)	-40.5%	12,969	630	9.8%
28	331	15	(303)	-91.5%	School Based BH	28	331	(303)	-91.5%	3,743	12	133.3%
1,368	1,488	68	(120)	-8.1%	Dental	1,368	1,488	(120)	-8.1%	16,842	1,048	30.5%
101	133	6	(32)	-24.1%	Clinical Pharmacy	101	133	(32)	-24.1%	1,507	127	-20.5%
5,561	7,634	347	(2,073)	-27.2%	Total Encounters	5,561	7,634	(2,073)	-27.2%	86,223	5,140	8.2%
11,536	11,157	507	379	3.4%	Pharmacy Prescriptions	11,536	11,157	379	3.4%	126,274	9,568	20.6%
22					Work Days	22						
Avg Encounters By Day												
153.3	205.5				Medical	153.3	205.5			166.2		
31.5	52.8				BH	31.5	52.8			31.5		
1.3	15.0				School Based BH	1.3	15.0			0.6		
62.2	67.6				Dental	62.2	67.6			52.4		
4.6	6.1				Clinical Pharmacy	4.6	6.1			6.4		
252.8	347.0				Total Encounters	252.8	347.0			257.0		
524	507				Pharmacy Prescriptions	524	507			478		

Creamery Medical % of Creamery Medical Visits 67%
 Creamery Residency % Creamery Medical Visits 33%

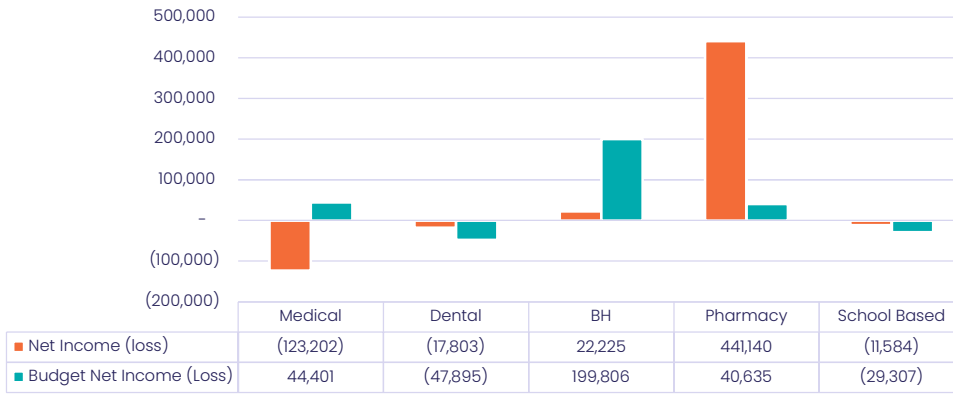
OTHER INDICATORS

Prescription Mix				Encounter Mix				7/31/2024		7/31/2023	
	Current Month	Prior Year Month	Change		Current Month	Prior Year Month	Change				
	7/31/2024	7/31/2023			7/31/2024	7/31/2023			7/31/2024	7/31/2023	
Medicaid	29.9%	35.3%	-5.4%	Medicaid	31.0%	40.2%	-9.1%		31.0%	40.2%	
Medicare				Medicare	20.5%	19.0%	1.5%		20.5%	19.0%	
Self Pay	23.0%	21.4%	1.6%	Self Pay	21.7%	15.7%	6.0%		21.7%	15.7%	
Medicare/Medicaid				Medicare/Medicaid	0.7%	0.3%	0.4%		0.7%	0.3%	
Private Pay	47.1%	43.4%	3.8%	Private Pay	26.1%	24.8%	1.2%		26.1%	24.8%	
Total Prescriptions	100.0%	100.0%	0.0%	Total Encounters	100%	100%	0.0%		100%	100.0%	
Productivity					7/7/2024-7/20/2024	6/23/2024-7/6/2024	6/9/2024-6/22/2024				
					Pay Period 15	Pay Period 14	Pay Period 13				
Total Hours					22,417	22,247	22,285				
Total FTEs					280.21	278.08	278.56				
Productive Hours					19,111	16,687	19,320				
Productive FTEs					238.9	208.6	241.5				
RATIO Productive to Total Hours					85.3%	75.0%	86.7%				
Total Encounters					2,538	2,307	2,428				
Encounter Per Staffed FTE					9.06	8.30	8.72				

FINANCIAL STATISTICS

		7/31/2024	Budget	Year to Date	Year to Date Budget
Operating Margin w/internal granting		-5.8%	-6.3%	-5.8%	-6.3%
2019 Capital Link	Strategic Plan				
Industry Benchmark	< = 60				
60	Clinical AR Days and Gross Balance	62	\$ 2,921,298		Insurance Balance Patient Balance
	Pharmacy AR, Net Collectible Value		23,854		\$ 1,373,814 \$ 1,547,483
	Days Cash on Hand		Current Month		Prior Month Change
45	> = 120	195.2	24,347,193	201.9	24,655,066 (307,873)
	Operating Cash	21.9	2,728,600	22.0	2,687,784 40,816
	Capital Fund	217.1	<u>27,075,793</u>	223.9	<u>27,342,850</u> <u>(267,057)</u>
	Total Cash				

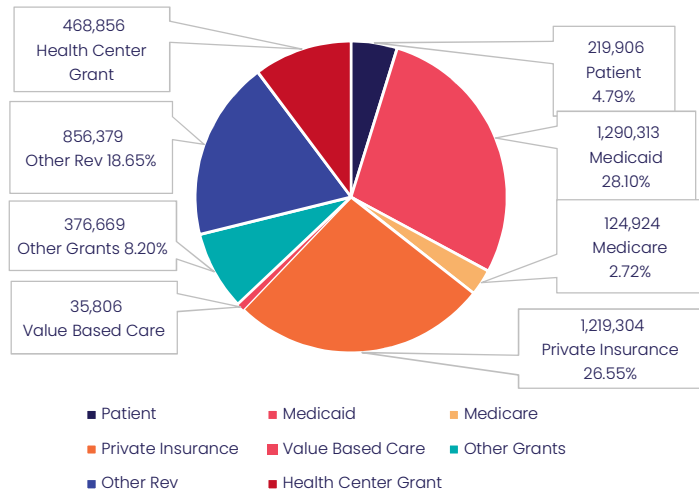
Service Line Margin YTD July 2024



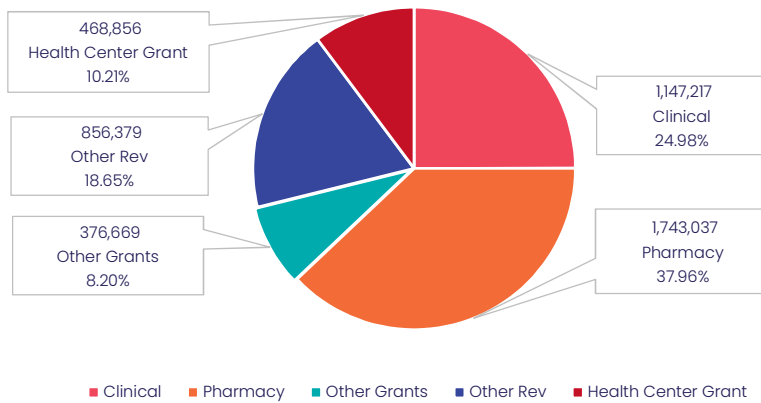
Other Unit Margin YTD July 2024



Total YTD July 2024 by Payor Rev



Clinic, Pharmacy, & Other Rev YTD July 2024



Partnership Health Center
Draft Statement of Revenues, Expenses, and Other Changes in Assets
Period Ending July 31, 2024

2023 Month to Date				2023 Year To Date				2022 YTD Comparison	
Total Accrual	MTD Budget	ACCRUAL Variance	ACCRUAL Variance%	Total ACCRUAL	YTD Budget	ACCRUAL Variance	ACCRUAL Variance%	Prior YTD Accrual	31-Jul-23
OPERATING REVENUE									
GROSS CHARGES									
				Clinical					
				Patient	201,268			201,268	
				Medicaid	381,762			381,762	
				Medicare	195,240			195,240	
				Private Insurance	465,126			465,126	
				Total Clinical	1,243,397			1,243,397	
				Pharmacy					
				Patient	103,460			103,460	
				Medicaid	1,217,434			1,217,434	
				Medicare					
				Private Insurance	2,271,921			2,271,921	
				Total Pharmacy	3,592,815			3,592,815	
				Total Gross Charges	4,836,212			4,836,212	
REVENUE ADJUSTMENTS									
Explicit Price Concessions (Contractual Adj., SFS Discount, DIR Fees)									
				Clinical					
				Patient	(67,953)			(67,953)	
				Medicaid	247,494			247,494	
				Medicare	(70,316)			(70,316)	
				Private Insurance	(231,162)			(231,162)	
				Refunds					
				Pharmacy					
				Patient	(556,377)			(556,377)	
				Medicaid					
				Medicare	(1,286,581)			(1,286,581)	
				Private Insurance					
				Refunds					
				Total Explicit Price Concessions	(1,964,896)			(1,964,896)	
Implicit Price Concessions (PHC Cares, courtesy adj, collections)									
				Clinical					
				Patient	(10,049)			(10,049)	
				Medicaid					
				Medicare					
				Private Insurance					
				Pharmacy					
				Patient	(6,820)			(6,820)	
				Medicaid					
				Medicare					
				Private Insurance					
				Total Implicit Price Concessions	(16,869)			(16,869)	
				Total Adjustments	(1,981,765)			(1,981,765)	
NET REVENUE									
				Clinical					
				Patient	123,266	35,578	87,688	246.5%	134,173
				Medicaid	629,256	948,270	(319,014)	-33.6%	706,624
				Medicare	124,924	162,190	(37,266)	-23.0%	125,265
				Private Insurance	233,964	318,351	(84,387)	-26.5%	177,659
				Value Based Care	35,806	48,333	(12,527)	-25.9%	57
				Total Clinical Revenue	1,147,217	1,512,723	(365,506)	-24.2%	1,143,778
				Pharmacy					
				Patient	96,640	75,389	21,251	28.2%	64,712
				Medicaid	661,057	548,564	112,493	20.5%	495,564
				Medicare	-	-	-	-	-
				Private Insurance	985,339	778,649	206,691	26.5%	783,145
				Total Pharmacy	1,743,037	1,402,602	340,435	24.3%	1,343,421
				Total Operating Revenue	2,890,254	2,915,325	(25,071)	-0.9%	2,487,199

PARTNERSHIP HEALTH CENTER
DRAFT STATEMENT OF NET POSITION
As of July 31, 2024

7/31/2024

ASSETS

Current Assets:

Cash & Cash Equivalents	27,075,793
Clinical Accounts Receivable, gross	2,921,298
Allowance for Uncollectible Clinical	
Clinical Accounts Receivable, net	
Pharmacy Accounts Receivable, gross	31,806
Allowance for Uncollectible Pharmacy	(7,951)
Pharmacy Accounts Receivable, net	23,854
Other Receivables	
340B Inventory	300,422
Medicaid Inventory	829,598
Inventory (Pharmacy)	1,130,020
Prepaid Expenses	
Total Current Assets	32,280,986

Capital Assets:

Nondepreciable Capital Assets	617,414
Depreciable Capital Assets, Net of Accumulated Depreciation	11,294,650
Right-of-use subscription asset, net of accumulated amortization	
Right-of-use lease asset, net of accumulated amortization	\$879,796
TOTAL ASSETS	45,072,846

DEFERRED OUTFLOWS OF RESOURCES

Deferred Pension Expense	3,921,757
Deferred Postemployment Benefits Expense	533,269
Total Deferred Outflows of Resources	4,455,026

LIABILITIES

Current Liabilities:

Accounts & Warrants Payable	
Accrued Payroll	205,469
Notes Payable	
Accrued Interest	
Compensated Absences	1,618,576
Current portion of subscription liability	
Current Portion of Long-Term Debt	140,000
Current Portion of Lease Liability	170,289
Total Current Liabilities	2,134,334

Long-Term Liabilities:

Long-Term Debt, Net of Current Portion	1,010,000
Long-Term subscription liability	
Long-Term Lease Liability, Net of Current Portion	699,508
Postemployment Benefits	1,574,528
Net Pension Liability	18,431,297
Total Long-Term Liabilities	21,715,333
TOTAL LIABILITIES	23,849,667

DEFERRED INFLOWS OF RESOURCES

Deferred Pension Expense	1,349,340
Deferred Postemployment Benefits Expense	533,269
Total Deferred Inflows of Resources	1,882,609

NET POSITION

Net Investment in Capital Assets	
Restricted	
Unrestricted	
TOTAL NET POSITION	23,795,596

*DRAFT Statement, Total Net Position is not complete
Pension and OPEB amounts are based on 6/30/2023 Actuarial assumptions for Fiscal Year 2023.
Capital assets and depreciation are reported at 6/30/2023 values.
Missoula County unable to provide Compensated Absences monthly. Reported at 6/30/2023 value.
Does not include GASB 96 SPITA pronouncement

PARTNERSHIP HEALTH CENTER
DRAFT STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
For the Month Ended July 2024

	ACTUAL MTD	MTD BUDGET	ACTUAL YTD	YTD BUDGET	Annual BUDGET	Accrual AUDITED 2023	Accrual AUDITED 2022
OPERATING REVENUE							
Charges for Services	2,890,254	2,915,325	2,890,254	2,915,325	34,983,902	33,717,396	31,060,515
Operating Revenue	2,890,254	2,915,325	2,890,254	2,915,325	34,983,902	33,717,396	31,060,515
On-Behalf Revenue-Pensions						571,772	1,154,677
Total Operating Revenue	2,890,254	2,915,325	2,890,254	2,915,325	34,983,902	34,289,168	32,215,192
OPERATING EXPENSES							
Personnel	2,321,918	2,379,362	2,321,918	2,379,362	28,552,341	27,242,968	23,020,764
Other Operating Expenses- Clothing	13,000	2,125	13,000	2,125	25,500		
Other Operating Expenses- Supplies	1,267,728	1,284,734	1,267,728	1,284,734	15,416,804		
Other Operating Expenses- Purchased Services	292,538	374,136	292,538	374,136	4,489,633		
Other Operating Expenses						17,695,462	15,615,712
Depreciation	62,562	62,562	62,562	62,562	750,742	596,004	648,113
Operating Expenses	3,957,745	4,102,918	3,957,745	4,102,918	49,235,020	45,534,434	39,284,589
Uncompensated Absences						1,618,576	1,547,995
Pension Expense						2,766,606	1,626,775
OPEB Expense						81,943	113,811
Total Operating Expenses	3,957,745	4,102,918	3,957,745	4,102,918	49,235,020	45,534,434	39,284,589
Operating Loss	(1,067,491)	(1,187,593)	(1,067,491)	(1,187,593)	(14,251,118)	(11,245,266)	(7,069,397)
NON-OPERATING REVENUE (EXPENSE)							
Intergovernmental Revenue	673,263	520,616	673,263	520,616	6,247,397	10,206,566	9,717,122
Private/Local Grants and Donations	172,262	127,730	172,262	127,730	1,532,754	279,018	471,287
Miscellaneous Revenue	5,427	288,677	5,427	288,677	3,464,123	173,199	239,147
Investment Earnings	-	7,500	-	7,500	90,000	84,574	8,418
Interest Expense	-	(7,417)	-	(7,417)	(89,000)	(45,813)	(51,438)
Loss on Disposal of Assets						(343,452)	
Total Non-Operating Revenue (Expense)	850,952	944,523	850,952	944,523	11,334,274	10,354,092	10,384,536
Change in Net Position	(216,539)	(243,070)	(216,539)	(243,070)	(2,916,844)	(891,174)	3,315,139
Net Position, Beginning of Year			26,387,715	26,387,715	26,387,715	27,278,889	23,963,750
Net Position, End of Period			26,171,176	26,144,645	23,470,871	26,387,715	27,278,889

Total Budgeted Non-Operating Revenue: \$11,334,274

Total Unsecured, budgeted Grant Revenue: \$1,729,189, 15.26%

Non-Operating Revenue: Grants applied for, unsecured in the budget	Expected to hear by:	Budgetary impact
● Award short by \$99,320 CAF \$34,320 funded, \$133,640 budgeted	Undersecured	(99,320)
● \$374,819 SAMHSA System of Care (primarily subcontracted)	10/1/2024	
● \$350,000 Otto Bremer	9/16/2024	
● \$36,000 UDS Plus	Oversecured	2,802
● \$167,050 HRSA BH Expansion	9/1/2024	
● \$546,000 OMH - Trinity	7/1/24, no update from grantor	
● \$150,000 DPHHS County & Tribal Matching	Expected soon	
Total		(96,518)

Non-Operating Revenue: Grants applied for, unsecured not in the budget	Expected to hear by:	Budgetary impact
● \$500,000 HRSA Expanded Hours, Dec '24-Nov'26 Submitted	Unclear	
● \$650,000 annually HRSA New Acces Point, June.'25-May '26	Unclear	
● \$375,000 annually SAMHSA Strategic Prevention, 5 yrs	Unclear	
● \$231,494 Crisis Diversion July'24-June'27 Submitted	Unclear	Covers 2 FTE existing, remaining is pass through expenses

Lean Process Improvements:

- Sept. '24, Kaizen event Clinical team model

Operational Changes:

- Aug. '24 | Pharmacy Software upgrade, expected more efficient operations
- Sept. '24 | Billing: engage PioneerRx for payment recon., ~1.5 FTE reallocate for Clinical Billing support
- Sept. '24-ongoing | Billing: Insurance Discovery service, expected revenue recapture
- Oct. '24 | Pharmacy Buying Group & PSAO, expected \$400,000 cost savings over 1 yr

Partnership Health Center
Draft Statement of Revenues, Expenses, and Other Changes in Assets
 Period Ending July 31, 2024

2023 Month to Date					
Total Accrual 31-Jul-24	MTD Budget	ACCRUAL Variance	ACCRUAL Variance%		
OPERATING REVENUE					
NET REVENUE					
				Clinical	
123,266	35,578	87,688	246.5%	Patient	
629,256	948,270	(319,014)	-33.6%	Medicaid	
124,924	162,190	(37,266)	-23.0%	Medicare	
233,964	318,351	(84,387)	-26.5%	Private Insurance	
35,806	48,333	(12,527)	-25.9%	Value Based Care	
1,147,217	1,512,723	(365,506)	-24.2%	Total Clinical Revenue	
				Pharmacy	
96,640	75,389	21,251	28.2%	Patient	
661,057	548,564	112,493	20.5%	Medicaid	
-	-	-		Medicare	
985,339	778,649	206,691	26.5%	Private Insurance	
1,743,037	1,402,602	340,435	24.3%	Total Pharmacy	
2,890,254	2,915,325	(25,071)	-0.9%	Total Operating Revenue	
NON-OPERATING REVENUE					
468,856	443,692	25,164	5.7%	Federal (Direct)	
19,627	57,231	(37,604)	-65.7%	Federal Pass-Through	
124,952	65,903	59,048	89.6%	State (Direct)	
-	11,137	(11,137)	-100.0%	State Pass-Through	
-	25,000	(25,000)	-100.0%	Contributions & Donations	
-	-	-		Private Foundation/Organization	
5,427	282,824	(277,397)	-98.1%	Other	
232,090	-	232,090		Coronavirus Relief Funds	
-	7,500	(7,500)	-100.0%	Interest Income	
-	5,853	(5,853)	-100.0%	Rental Income (Residency (Qtrly))	
-	45,383	(45,383)	-100.0%	Residency Program (Qtrly)	
850,952	944,523	(93,571)	-9.9%	Total Grants, Donations and Other Support	
3,741,206	3,859,848	(118,642)	-3.1%	TOTAL REVENUE	
OPERATING EXPENSES					
PERSONNEL					
1,732,801	1,774,074	(41,273)	-2.3%	Salaries, Wages	
2,029	2,458	(429)	-17.5%	EAP	
587,088	602,830	(15,742)	-2.6%	Benefits	
2,321,918	2,379,362	(57,444)	-2.4%	Salaries, Wages & Benefits	
13,000	2,125	10,875	511.8%	Clothing Allowance	
1,267,728	1,284,734	(17,006)	-1.3%	SUPPLIES	
94	2,667	(2,572)	-96.5%	Pharmacy	
3,846	9,312	(5,466)	-58.7%	Office	
45,960	117,630	(71,670)	-60.9%	Computer	
2,342	26,528	(24,187)	-91.2%	Clinic	
2,077	3,746	(1,669)	-44.5%	Janitorial	
9,629	9,829	(200)	-2.0%	Equipment - Non-Capital	
8,221	19,030	(10,809)	-56.8%	Dental Supplies/Lab	
1,126,497	1,029,093	97,404	9.5%	Prescription Drugs	
69,061	66,898	2,163	3.2%	Vaccines	
292,538	436,698	(144,160)	-33.0%	PURCHASED SERVICES	
9,607	10,695	(1,088)	-10.2%	Postage	
0	2,121	(2,121)	-100.0%	Printing/Litho	
2,206	4,235	(2,029)	-47.9%	Transportation - Patient	
9,040	11,190	(2,150)	-19.2%	Outreach	
386	2,093	(1,707)	-81.5%	Books/Resource/Subscription	
676	3,623	(2,947)	-81.3%	Dues & Memberships	
-	-	-		Transcription	

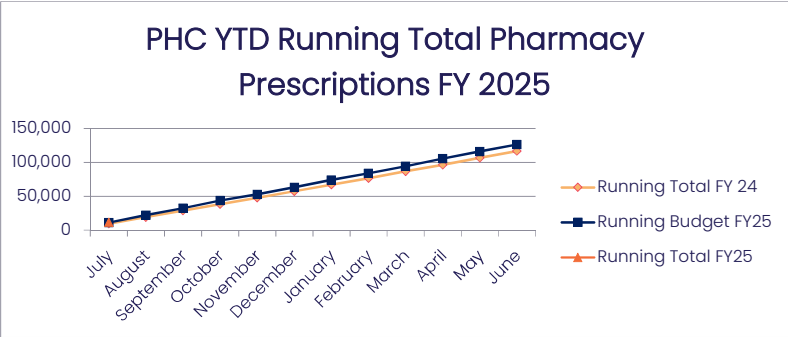
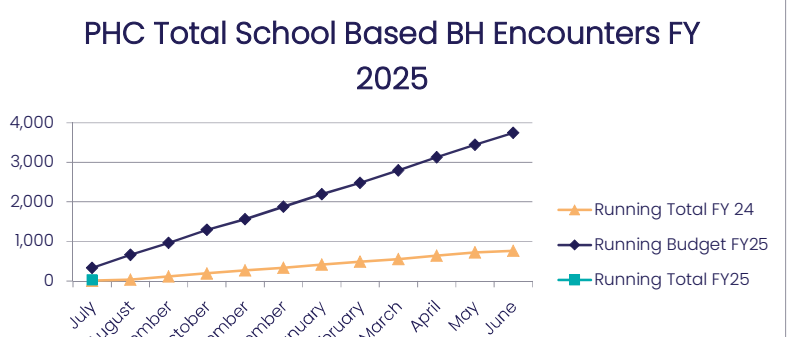
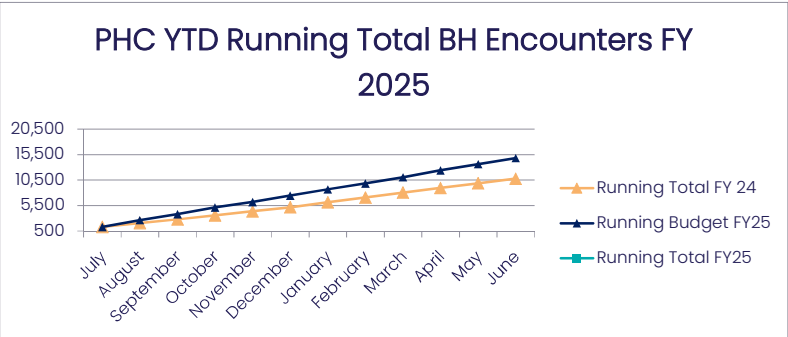
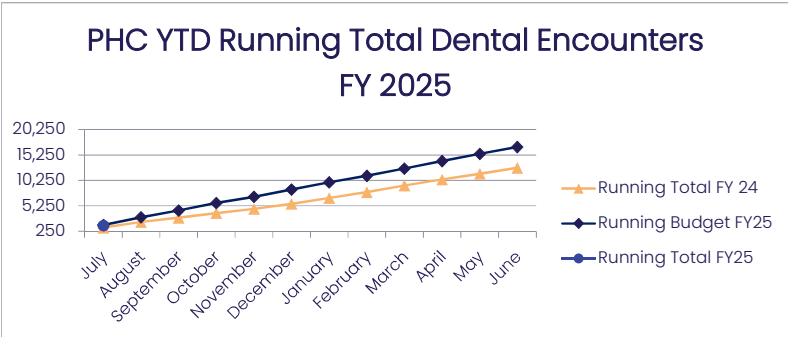
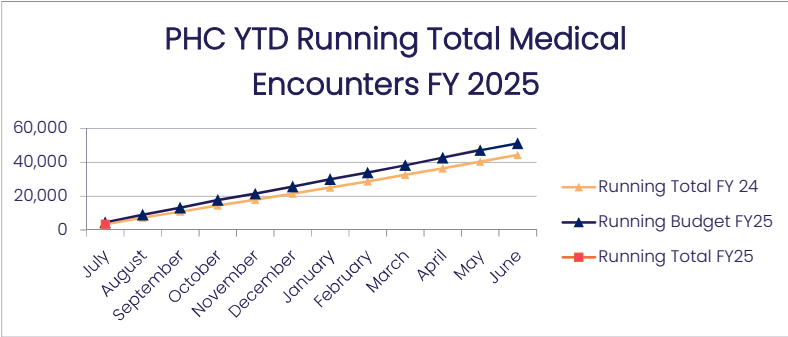
2023 Month to Date

Total Accrual 31-Jul-24	MTD Budget	ACCRUAL Variance	ACCRUAL Variance%	
-	521	(521)	-100.0%	Recruitment
17,074	14,361	2,713	18.9%	Utilities
1,696	1,773	(77)	-4.3%	Garbage Collection
6,138	15,369	(9,231)	-60.1%	Phone
101	1,708	(1,607)	-94.1%	Dental Provider Services
46,258	52,508	(6,250)	-11.9%	Provider Services
-	3,750	(3,750)	-100.0%	Audit Fees
5,854	5,232	622	11.9%	Legal Services/Accounting
129,005	129,852	(847)	-0.7%	Contracted Services
15,524	21,941	(6,417)	-29.2%	Equipment Repair & Maintenance
2,036	1,150	886	77.0%	Mileage - Personal Vehicle
1,411	2,058	(647)	-31.5%	Meals/Lodging/Incidentals
879	18,290	(17,410)	-95.2%	Continuing Education
4,988	14,868	(9,880)	-66.5%	Training/Tuition/Registration Fees
12,743	20,575	(7,833)	-38.1%	Lab Services
2,219	3,224	(1,005)	-31.2%	Waste Disposal
7,067	22,862	(15,795)	-69.1%	Rent
14,873	-	14,873		Amortization of Right of Use Lease
2,457	-	2,457		Subscription Lease
300	2,719	(2,419)	-89.0%	Professional Licenses & Dues
-	7,417	(7,417)	-100.0%	Interest
-	-	-		Paying Agent Fee
62,562	62,562	-	0.0%	Depreciation
3,957,745	4,102,918	(145,173)	-3.5%	TOTAL OPERATING EXPENSES
(216,539)	(243,070)	26,531	-10.9%	NET INCOME (LOSS)
				DEBT SERVICE
11,250	11,667	(417)	-3.6%	Principal
-	7,417	(7,417)	-100.0%	Interest
-	-	-		Paying Agent Fee
				OTHER
-	-	-		Transfers
2,858	-	2,858		Capital Building and Constructions
-	-	-		Capital Equipment
3,909,291	4,052,023	(142,732)	-3.5%	CASH PRESENTATION EXPENSES
(168,086)	(192,175)	24,090	-12.5%	CASH PRESENTATION NET INCOME
-5.8%	-6.3%			Net Margin

Partnership Health Center
Draft Statement of Revenues, Expenses, and Other Changes in Assets
Period Ending July 31, 2024

	2023 Year To Date			
	Total ACCRUAL 31-Jul-24	YTD Budget	ACCRUAL Variance	ACCRUAL Variance%
OPERATING REVENUE				
NET REVENUE				
Clinical				
Patient	123,266	35,578	87,688	246.5%
Medicaid	629,256	948,270	(319,014)	-33.6%
Medicare	124,924	162,190	(37,266)	-23.0%
Private Insurance	233,964	318,351	(84,387)	-26.5%
Value Based Care	35,806	48,333	(12,527)	-25.9%
Total Clinical Revenue	1,147,217	1,512,723	(365,506)	-24.2%
Pharmacy				
Patient	96,640	75,389	21,251	28.2%
Medicaid	661,057	548,564	112,493	20.5%
Medicare	-	-	-	
Private Insurance	985,339	778,649	206,691	26.5%
Total Pharmacy	1,743,037	1,402,602	340,435	24.3%
Total Operating Revenue	2,890,254	2,915,325	(25,071)	-0.9%
NON-OPERATING REVENUE				
Federal (Direct)	468,856	443,692	25,164	5.7%
Federal Pass-Through	19,627	57,231	(37,604)	-65.7%
State (Direct)	124,952	65,903	59,048	89.6%
State Pass-Through	-	11,137	(11,137)	-100.0%
Contributions & Donations	-	25,000	(25,000)	-100.0%
Private Foundation/Organization	-	-	-	
Other	5,427	282,824	(277,397)	-98.1%
Coronavirus Relief Funds	232,090	-	232,090	
Interest Income	-	7,500	(7,500)	-100.0%
Rental Income (Residency (Qtrly))	-	5,853	(5,853)	-100.0%
Residency Program (Qtrly)	-	45,383	(45,383)	-100.0%
Total Grants, Donations and Other Support	850,952	944,523	(93,571)	-9.9%
TOTAL REVENUE	3,741,206	3,859,848	(118,642)	-3.1%
OPERATING EXPENSES				
PERSONNEL				
Salaries, Wages	1,732,801	1,774,074	(41,273)	-2.3%
EAP	2,029	2,458	(429)	-17.5%
Benefits	587,088	602,830	(15,742)	-2.6%
Salaries, Wages & Benefits	2,321,918	2,379,362	(57,444)	-2.4%
Clothing Allowance	13,000	2,125	10,875	511.8%
SUPPLIES	1,267,728	1,284,734	(17,006)	-1.3%
Pharmacy	94	2,667	(2,572)	-96.5%
Office	3,846	9,312	(5,466)	-58.7%
Computer	45,960	117,630	(71,670)	-60.9%
Clinic	2,342	26,528	(24,187)	-91.2%
Janitorial	2,077	3,746	(1,669)	-44.5%
Equipment - Non-Capital	9,629	9,829	(200)	-2.0%
Dental Supplies/Lab	8,221	19,030	(10,809)	-56.8%

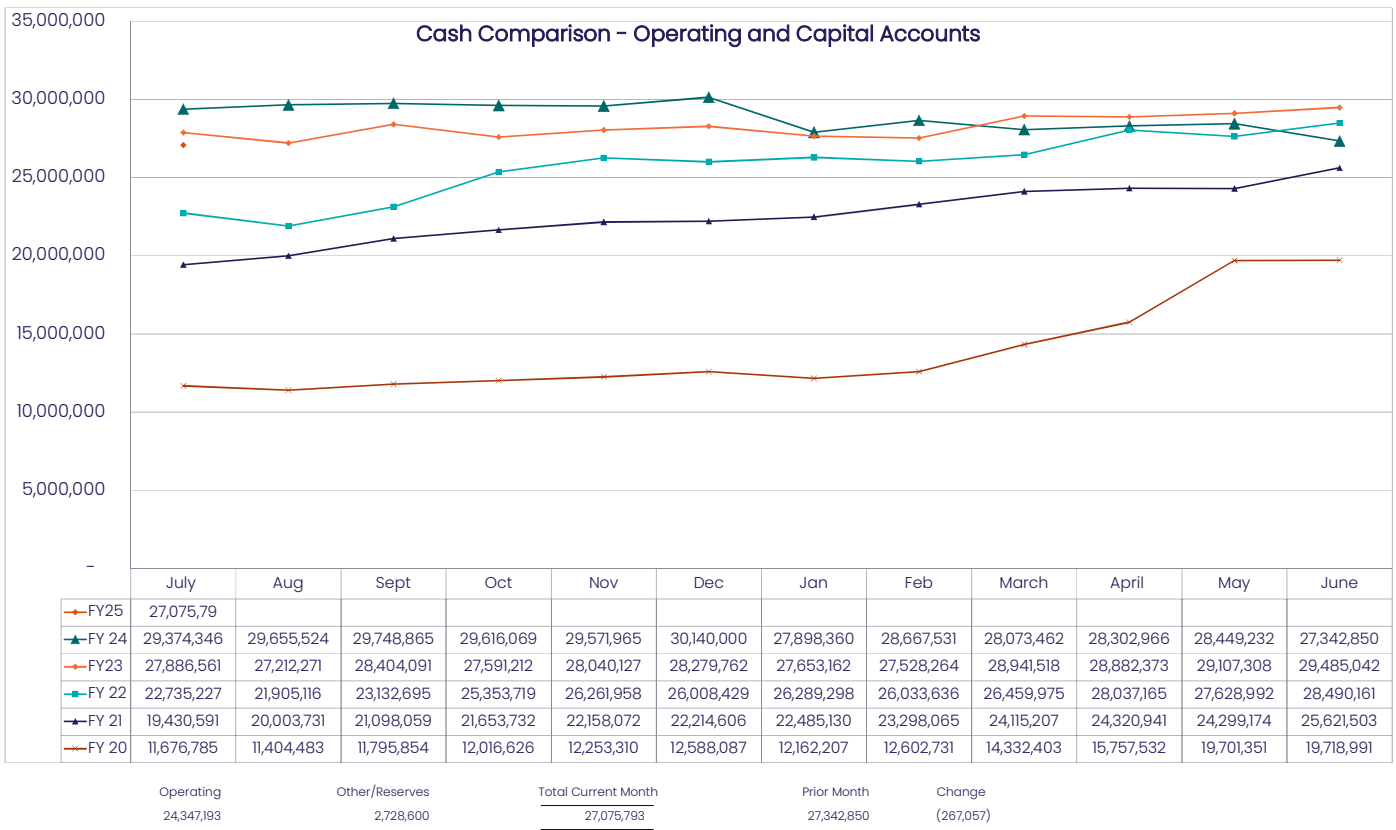
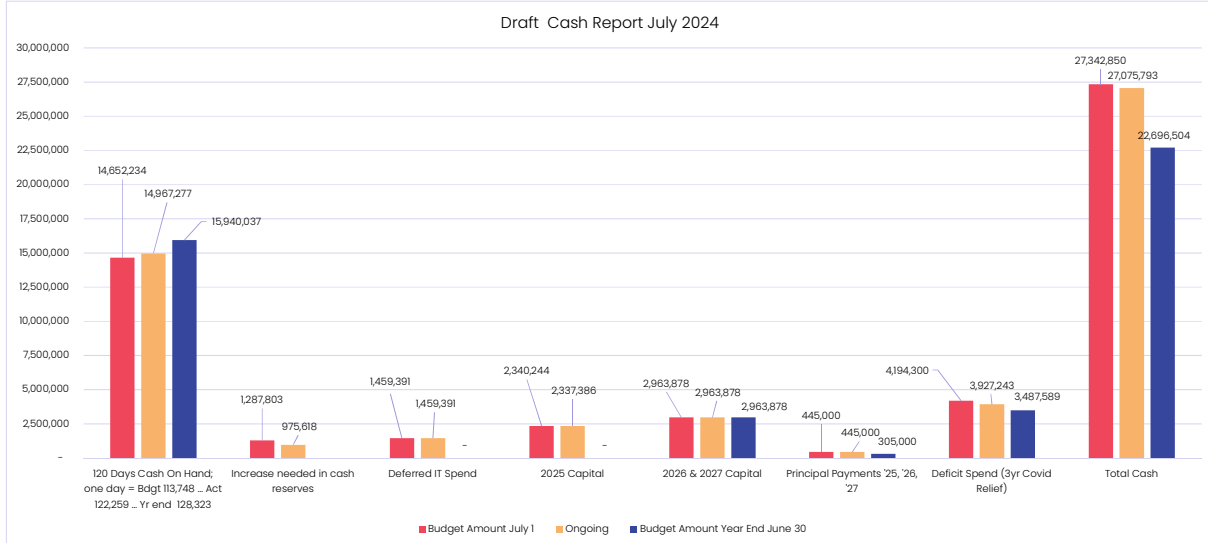
2023 Year To Date				
	Total ACCRUAL 31-Jul-24	YTD Budget	ACCRUAL Variance	ACCRUAL Variance%
Prescription Drugs	1,126,497	1,029,093	97,404	9.5%
Vaccines	69,061	66,898	2,163	3.2%
PURCHASED SERVICES	355,100	436,698	(81,598)	-18.7%
Postage	9,607	10,695	(1,088)	-10.2%
Printing/Litho	0	2,121	(2,121)	-100.0%
Transportation - Patient	2,206	4,235	(2,029)	-47.9%
Outreach	9,040	11,190	(2,150)	-19.2%
Books/Resource/Subscription	386	2,093	(1,707)	-81.5%
Dues & Memberships	676	3,623	(2,947)	-81.3%
Transcription	-	-	-	
Recruitment	-	521	(521)	-100.0%
Utilities	17,074	14,361	2,713	18.9%
Garbage Collection	1,696	1,773	(77)	-4.3%
Phone	6,138	15,369	(9,231)	-60.1%
Dental Provider Services	101	1,708	(1,607)	-94.1%
Provider Services	46,258	52,508	(6,250)	-11.9%
Audit Fees	-	3,750	(3,750)	-100.0%
Legal Services/Accounting	5,854	5,232	622	11.9%
Contracted Services	129,005	129,852	(847)	-0.7%
Equipment Repair & Maintenance	15,524	21,941	(6,417)	-29.2%
Mileage - Personal Vehicle	2,036	1,150	886	77.0%
Meals/Lodging/Incidentals	1,411	2,058	(647)	-31.5%
Continuing Education	879	18,290	(17,410)	-95.2%
Training/Tuition/Registration Fees	4,988	14,868	(9,880)	-66.5%
Lab Services	12,743	20,575	(7,833)	-38.1%
Waste Disposal	2,219	3,224	(1,005)	-31.2%
Rent	7,067	22,862	(15,795)	-69.1%
Amortization of Right of Use Lease	14,873	-	14,873	
Subscription Lease	2,457	-	2,457	
Professional Licenses & Dues	300	2,719	(2,419)	-89.0%
Interest	-	7,417	(7,417)	-100.0%
Paying Agent Fee	-	-	-	
Depreciation	62,562	62,562	-	0.0%
TOTAL OPERATING EXPENSES	3,957,745	4,102,918	(145,173)	-3.5%
NET INCOME (LOSS)	(216,539)	(243,070)	26,531	-10.9%
DEBT SERVICE				
Principal	11,250	11,667	(417)	-3.6%
Interest	-	7,417	(7,417)	-100.0%
Paying Agent Fee	-	-	-	
OTHER				
Transfers	-	-	-	
Capital Building and Constructions	2,858	-	2,858	
Capital Equipment	-	-	-	
CASH PRESENTATION EXPENSES	3,909,291	4,052,023	(142,732)	-3.5%
CASH PRESENTATION NET INCOME	(168,086)	(192,175)	24,090	-12.5%
Net Margin	-5.8%	-6.3%		





PHC PARTNERSHIP HEALTH CENTER

Fiscal Year 2024 Cash Report



* Cash balances are influenced by the timing of the county posting.



PHC PARTNERSHIP HEALTH CENTER

Fiscal Year 2025 Capital Report

July 2024	Dept	Grant Funded	Cost	Budget	Totals	Timeline
C8E Funded Renovation of Creamery Building	Facility	Moving C8E funds to Alder Remodel	2,858	541,650		
C8E Funded Renovation of Alder Building	Facility			-		
Freighthouse E.W. paint, carpet, improvements	Facility	Tenant Improvement Dollars		57,780		As Needed
Solar	Facility			100,000		
Dividing Wall in Weinberg	Facility			30,000		
Creamery Exam Room patch + paint	Facility			20,000		
Lowell Clinic - Remodel PSR Area to accommodate 2 PSRs	Facility			7,814		
Creamery Main Floor Remodel	Facility			800,000		
Exterior PHC Sign facing Orange Street	Facility			30,000		
Exterior PHC Sign at Trinity	Facility			30,000		
Facilities				2,858	1,617,244	
Twelve O'Clock Cabinets to Rooms 7 & 8	PHC Dental			35,000		
Replace aging xray head @ Creamery	PHC Dental			5,000		
Midmark Steam Sterilizer M11 to replace aging equipment Creamery	PHC Dental			7,000		
Pano (2-D, external BW feature only) Lowell	PHC Dental			25,000		
Dental				-	72,000	
Badge System Upgrade	IT			78,000		June 2024
Conference Room Technology	IT			-		
Electronic check in kiosks	IT			-		
Information Technology				-	78,000	
Exam tables	Medical			160,000		
Exam room blinds	Medical			23,000		
EKG Machine	Medical			30,000		
Electronic Vaccine Reader integrated into EHR	Medical			20,000		
Interpreter services, change in contract	Medical			20,000		
Vehicle - Mobile Van Match	Medical			20,000		
Medical					273,000	
Finance Software	Administration			300,000		
					300,000	
Capital Payments Year to Date			2,858		2,340,244	

PARTNERSHIP HEALTH CENTER

SUMMARY OF GRANTS & CONTRACTS STATUS REPORT

Date: 07/31/2024

CURRENT

Report Totals	Column Totals		\$ 11,760,597	\$ 683,606	\$ 4,064,606	\$ 7,695,991			
Grant Description	Start	End	Funding	Current Period Expenditures	Expenditures through Report Date	Fund Balance Remaining	% Remaining	Notes	Staff Lead
1 FEDERAL GRANTS (Direct)									
H80 330 Grant FY24-25	5/1/2024	4/30/2025	\$ 5,024,299	\$ 418,692	\$ 1,256,076	\$ 3,768,223	75%		Lara Salazar
HRSA H80	5/1/2024	4/30/2025	\$ 38,802	0	-	38,802	100%	Quality Improvement	Bryan Chalmers
HRSA C8E Capital	9/1/2021	9/14/2025	\$ 673,173	0	286,584	\$ 386,589	57%	Creamery remodel project. Roof nearly complete. Rebudgeting planned for remainder of funds once bids are received. Prioritized list of projects identified. Gathering updated bids for completion.	Jody Faircloth
HRSA H8L COVID	9/1/2023	12/31/2024	\$ 40,295	1,336	\$ 29,739	\$ 10,556	26%		
HRSA School Based Service Sites HZE	9/1/2023	8/31/2025	\$ 700,000	15,398	\$ 154,267	\$ 545,733	78%		
CDC Community Health Workers	8/31/2021	8/30/2025	\$ 1,800,000	36,580	1,204,999	\$ 595,001	33%	CHW program development manager recently left PHC. In the interims, Becca Goe and Jen Floyd are sharing oversight of the CHW team until a new program development manager is identified. Year 3 subcontracts are drafted to MCHD and All Nations. Rebudgeting of remaining funds w/anticipated NCE for 6-12 months.	Jen Floyd
Ryan White Part C FY24-25	5/1/2024	4/30/2025	\$ 302,205	\$ 16,760	\$ 68,110	\$ 234,095	77%		Netta Linder
TOTAL FEDERAL GRANTS			\$ 8,578,774	\$ 488,766	\$ 2,999,775	\$ 5,578,999	65%		
2 FEDERAL GRANTS - Sub Award Pass Through									
Ryan White B FY24-25	4/1/2024	3/31/2025	\$ 172,500	\$ 12,934	\$ 58,537	\$ 113,963	66%		Netta Linder
Ryan White B Covid Vaccine Encounters	4/1/2024	3/31/2025	\$ 19,195	\$ 202	\$ 945	\$ 18,250	95%		Netta Linder
HIV Prevention	6/1/2023	7/31/2024	\$ 55,289	12	51,301	\$ 3,988	7%	Extended to 7/31/24. Spend addtl 2k by 6/30/24; 4k after 7/1/24 (c/o 4k bal to 3/31/25)	Netta Linder
HIV Immunization Outreach	6/1/2023	3/31/2025	\$ 15,400	24	11,124	\$ 4,276	28%		Netta Linder
HIV Mpox Funding	6/1/2023	12/31/2024	\$ 20,000	427	3,519	\$ 16,481	82%		Netta Linder
DPHHS Refugee Resettlement	10/1/2023	9/30/2024	464,274	33,398	354,073	110,201	24%	119 patients identifying as refugees were seen across all sites in January.	Cris Fleming
UM ERAT Seeley Lake Rural/Residency	7/1/2024	6/30/2025	\$ 14,324	0	\$ -	\$ 14,324	100%	Invoice quarterly	Jim Quirk
DPHHS Child Care Innovation & Infrastructure (Federal Pass Thru	9/1/2022	9/30/2024	\$ 522,178	60,309	\$ 126,370	\$ 395,808	76%	Grant to develop in-house child care for PHC employees. Conversations happening with First Methodist about possible child care space.	Rebecca Goe
MCPS OPI Stronger Connections	7/1/2023	6/30/2025	\$ 338,570	11,270	\$ 99,908	\$ 238,662	70%	2-yr grant, \$169,285/yr, to support BH @ CS Porter and Franklin schools	
TOTAL FEDERAL GRANTS - Sub Award Pass Through			\$ 1,621,730	\$ 118,576	\$ 705,777	\$ 915,953	5		

Grant Description	Start	End	Funding	Current Period Expenditures	Expenditures through Report Date	Fund Balance Remaining	% Remaining	Notes	Staff Lead
3 STATE GRANTS (Direct & Sub Award Pass Through)									
Mobile Support Team (Pass through Msla Fire Dept)	7/1/2024	6/30/2025	\$ 873,755	\$ 41,070	\$ 41,070	\$ 832,685	95%		Jim Quirk
Mental Health Coordinator DPHHS CTMG via Msla County	7/1/2024	6/30/2025	74,648	4,665	4,665	69,983	94%		Rebecca Goe
Tenancy Support Specialist DPHHS CTMG via Msla County	7/1/2024	6/30/2025	81,024	4,872	4,872	76,152	94%		Jen Floyd
TOTAL STATE GRANTS			\$ 1,029,427	\$ 50,607	\$ 50,607	\$ 978,820	95%		
4 LOCAL - CITY & COUNTY									
TOTAL CITY/LOCAL			\$ -	\$ -	\$ -	\$ -			
5 CONTRIBUTIONS & DONATIONS									
6 PRIVATE FOUNDATIONS/ORGANIZATIONS									
MTHCF Peer Support	11/15/2021	11/13/2024	\$ 75,000	2,961	\$ 27,269	\$ 47,731	64%	Peer support specialist will work with CCT to help chronically unhoused Missoula residents develop the skills needed to sustain housing.	Rebecca Goe
MTHCF Lowell School BH	11/15/2021	11/15/2024	\$ 75,000	6,713	\$ 65,581	\$ 9,419	13%	Signed MOU with Lowell School to provide services at the beginning of January, 2023. Working with BH team to get in-school services up and running.	Rebecca Goe
MTHCF FUSE	11/20/2023	11/19/2024	50,000	2,519	\$ 42,387	\$ 7,613	15%		Rebecca Goe
MTHCF Strategic Alliance for Improved Behavioral Health	7/15/2022	7/14/2025	\$ 225,000	0	\$ 146,319	\$ 78,681	35%		Rebecca Goe
Community Food & Agricultural Coalition - Refugee Health Food Rx	11/17/2023	11/16/2024	\$ 10,666	318	\$ 5,109	\$ 5,557	52%		Stefano Zamora
Johns Hopkins Bloomberg School of Public Health	5/1/2024	4/30/2025	\$ 25,000	8,756	\$ 8,756	\$ 16,244	65%	Quarterly review. Addressing youth substance use through school support	Amy Krzyzek
Headwaters Community Organizing	5/20/2024	5/19/2025	70,000	4,390	13,026	56,974	81%		Rebecca Goe
TOTAL PRIVATE FOUNDATIONS/ORGANIZATIONS			\$ 530,666	\$ 25,657	\$ 308,447	\$ 222,219	42%		

Completed Grants

Upcoming New Grants

HIV Prevention	8/1/2024	3/31/2025	29,500		-	29,500	100%		Netta Linder
HIV Immunization Outreach	8/1/2024	3/31/2025	4,300		-	4,300	100%		Netta Linder
HIV Mpox Funding	8/1/2024	12/31/2024	10,000		-	10,000	100%		Netta Linder
City of Missoula (Possible)	7/1/2024	6/30/2025	\$ 35,000		\$ -	\$ 35,000	100%	Deadline for appeal missed. May not receive award	Rebecca Goe

Over 80% remaining

Completed

Grant Description	Start	End	Funding	Current Period Expenditures	Expenditures through Report Date	Fund Balance Remaining	% Remaining	Notes	Staff Lead
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Past End Date or in last month

3 months to End Date

Upcoming New Grants



FINANCIAL REPORT DRAFT



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Monthly Overview

Key Talking Points

Key Indicators

Revenue Mix

Revenue Adjustments

Statement of Net Position as of August 31, 2024

Audit Formatted Financial Statement August 2024

Detail MTD Financial Statement August 2024

Detail YTD Financial Statement August 2024

Encounter Graphs

Cash Report

Capital Fund Report

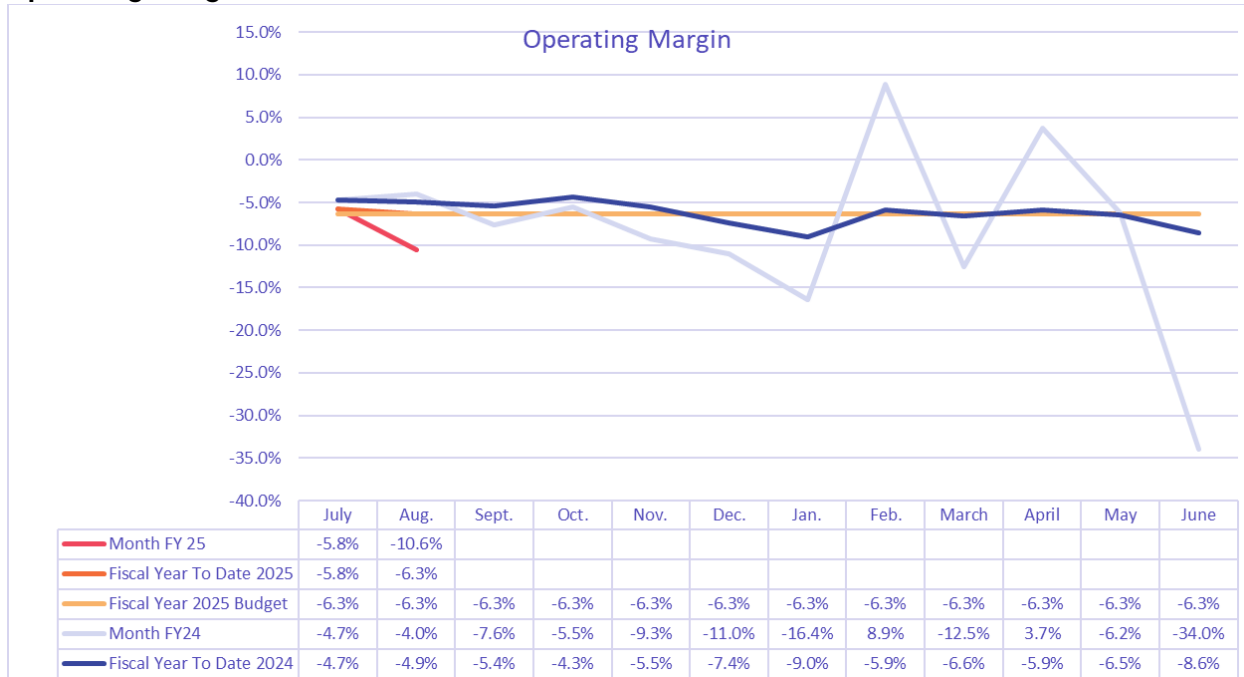
Monthly Finance Overview

August Year to Date 2024

YTD (Year to date) Financial Position:

	Actual YTD	Budget	Variance	Variance %
REVENUE				
Total Operating Revenue	5,686,204	5,830,650	(144,446)	-2.5%
Total Non-Operating Revenue	1,578,858	1,889,046	(310,188)	-16.4%
TOTAL REVENUE	7,265,062	7,719,696	(454,634)	-5.9%
EXPENSE				
Personnel	4,694,384	4,762,973	(68,589)	-1.4%
Supplies	2,567,953	2,569,467	(1,514)	-0.1%
Purchased Services	771,810	873,396	(101,586)	-11.6%
Depreciation	125,124	125,124	-	0.0%
TOTAL EXPENSES	8,034,147	8,205,837	(171,689)	-2.1%
NET INCOME/(LOSS)	(769,086)	(486,141)	(282,945)	58.2%
Net Margin	-10.6%	-6.3%		

Operating Margin:



Cost Per Encounter:

Drill Down Measure
Cost Per Encounter
Medicaid APM Rate for 2024: \$342.10

	FY 24 Q4	July YTD	August YTD	Budget YTD
Medical	373	453.57	424.15	360.14
Dental	331	322.73	341.89	322.14
Behavioral Health	398	546.10	494.75	383.08
School Based Health	463	3,827.76	3,028.92	369.92
Total Clinical	370	449.89	432.50	356.65
Pharmacy	125	126.21	133.26	123.71

Calculations include overhead allocation.
All expenses are included, including depreciation.

Other: notes regarding expense variances-

Month to Date:

Clothing Allowance:

Issued at the beginning of the year, one-time payment for fiscal year

Pharmacy Supplies:

Two invoices for labels were approved by the County in August, one was for July and the other for August.

Computer:

Much of the computer expenses will be spent as we get closer to EPIC go-live

Equipment Non-Capital:

Larger dental purchases than monthly allotment to get satellite clinics started up, expected that the budget variance will even out over the months.

Prescription Drugs:

Inventory stock was utilized during the month, resulting in higher cost of goods sold recognition.

Vaccine:

Dependent on timing of County approving PHC journal entry request.

Continuing Education:

Not all contracts have been fully executed by Missoula County, CE payout for providers will occur once fully executed.

Contracted Services:

MMW Architect fees, non budgeted, will be covered by grant funds

BAS Healthcare Locum invoices paid (2)

Capital Link study, budgeted, budget variance will even out over the months

Mountain Home Montana pass through expenses not budgeted for.

Delay in County approval and posting of Montana Rail Link expense, posted two months expense in one.

Year to Date:

Clothing Allowance:

Issued at the beginning of the year, one-time payment for fiscal year

Computer:

Much of the computer expenses will be spent as we get closer to EPIC go-live

Prescription Drugs:

Inventory stock was utilized during the month, resulting in higher cost of goods sold recognition. Transfer of vaccine expense from pharmaceutical line to vaccine line is dependent of timing of County approval of PHC journal entry request.

Vaccine:

Dependent on timing of County approving PHC journal entry request.

Contracted Services:

MMW Architect fees, non budgeted, will be covered by grant funds

Mountain Home Montana pass through expenses not budgeted for.

Key Talking Points

Aug-24

Key Utilization

Total Encounters Month to Date (MTD) are 6,185 with a Budget of 7,634.
Year to Date (YTD) total is 11,746 and the Budget is 15,269 for a % variance of -23.1.
The prior YTD total was 11,715. Year to Date and Prior Year ratio 100.3%.

Total Medical Encounters MTD are 3,858 with a Budget of 4,520.
YTD total is 7,230 and the Budget is 9,041 for a % variance of -20.
The prior YTD total was 7,328. Year to Date and Prior Year ratio 98.7%.

Total Behavioral Health Encounters MTD are 883 with a Budget of 1,162.
YTD Total is 1,575 and the Budget is 2,324 for a % variance of -32.2.
The prior YTD total was 1,830 Year to Date and Prior Year ratio 86.1%.

Total School Based Behavioral Health Encounters MTD are 51 with a Budget of 331.
YTD Total is 79 and the Budget is 661 for a % variance of -88.1.
The prior YTD total was 28 Year to Date and Prior Year ratio 282.1%.

Total Dental Encounters MTD are 1,293 with a Budget of 1,488.
YTD Total is 2,661 and the Budget is 2,976 for a % variance of -10.6.
The prior YTD total was 2,289 Year to Date and Prior Year ratio 116.3%.

Pharmacy Prescriptions Filled MTD are 10,631 with a Budget of 11,157.
YTD Total is 22,167 and the Budget is 22,313 for a % variance of -0.7.
The prior YTD total was 20,241 Year to Date and Prior Year ratio 109.5%.

Balance Sheet

Consolidated Days Cash on Hand is 228.9 days calculating available cash and investments of \$28.41m.
Operating cash is \$25.67m for 206.8 days, and the capital fund is \$2.74m for 22.1 days.
* the formula is based on all calendar days, not just business days.

Days in Clinical Accounts Receivable are 64, and the current receivable balance is \$2,924,854.
Clinical AR is presented gross and does not include an adjustment for assessment of collectability.
Days in Pharmacy Accounts Receivable are 14, and the current receivable balance is 995,142
Pharmacy AR is presented net of an allowance for uncollectible patient accounts.

Revenue and Expense

Fee Revenue for the month totaled \$2.8m with a Budget of \$2.92m for a % variance of -4.1%.

YTD Fee Revenue is \$5.69m with a Budget of \$5.83m for a % variance of -2.5%.
The prior YTD revenue was \$5.42m for a % variance of 4.9%.

Total Revenue for the month is \$3.52m with a Budget of \$3.86m for a % variance of -8.7%.

YTD Total Revenue is \$7.27m with a Budget of \$7.72m for a % variance of -5.9%.

Expenses for the month totaled \$4.07m with a Budget of \$4.1m for a % variance of -0.9%.
YTD expenses are \$8.03m with a Budget of \$8.21m for a % variance of -2.1%.
The prior YTD expenses are \$7.23m for a variance of 10.2%.

Net Income for the month is \$-544,140 with a Budget of \$-243,070 for a % variance of 123.86%.
YTD Net Income is \$-769,086 with a Budget of \$-486,141 for a % variance of 58.2%.
Capital Reserve Interest revenue posted for the month is \$0

Current Month					Year To Date					YTD		
Aug. 31, 2024					Aug. 31, 2024					Aug. 31, 2023		
Actual	Budget	Daily Avg	Var	Var %	Actual	Budget	Var	Var %	Budget 12 Mo Total	Prior Year	% Change	
VOLUME INDICATORS												
22												
1,903	2,180	99	(277)	-12.7%	Creamery Medical	3,599	4,360	(761)	-17.4%	24,671	3,575	0.7%
1,190	1,371	62	(181)	-13.2%	Creamery Residency Medical	2,031	2,742	(711)	-25.9%	15,519	2,256	-10.0%
17	16	1	1	4.6%	Creamery Residency BH	31	33	(2)		184	36	
1,023	1,093	50	(70)	-6.4%	Creamery Dental	2,054	2,186	(132)	-6.0%	12,371	1,896	8.3%
82	0	0	82		Creamery IBH	170	-	170		-	241	
730	1,033	47	(303)	-21.4%	Alder BH	1,257	2,066	(639)	-30.9%	0	1,378	-8.8%
290	311	14	(21)	-6.7%	Seeley Lake Medical	591	622	(31)	-5.0%	3,519	509	16.1%
139	199	9	(60)	-30.1%	Seeley Lake Dental	339	398	(59)	-14.8%	2,251	356	-4.8%
0	0	0	(0)		Seeley Lake BH	0	0	(0)		0	0	
121	178	8	(57)	-31.9%	POV Medical	274	355	(81)	-22.9%	2,011	219	25.1%
17	0	0	17	19240809.1%	POV BH	30	0	30	16977172.7%	0	14	114.3%
225	178	8	47	26.6%	Lowell Clinic Medical	424	355	69	19.3%	2,011	412	2.9%
125	138	6	(13)	-9.3%	Lowell Clinic Dental	262	276	(14)	-5.0%	1,560	15	1646.7%
24	0	0	24	27163536.4%	Lowell Clinic BH	70	0	70	39613536.4%	0	111	-36.9%
2	148	7	(146)	-98.6%	Trinity Medical	9	295	(286)	-97.0%	1,672	0	
1	113	5	(112)		Trinity BH	1	226	(225)	0.0%	1,280	0	
0	83	4	(83)	-100.0%	School Based - Lowell BH	0	165	(165)	-100.0%	936	0	
33	83	4	(50)	-60.1%	School Based - Willard BH	44	165	(121)	-73.4%	936	28	57.1%
8	83	4	(75)	-90.3%	School Based - CS Porter BH	13	165	(152)	-92.1%	936	0	
10	83	4	(73)	-87.9%	School Based - Franklin BH	22	165	(143)	-86.7%	936	0	
10,631	11,157	507	(526)	-4.7%	Pharmacy Prescriptions	22,167	22,313	(146)	-0.7%	126,274	20,241	9.5%
100	133	6	(33)	-24.9%	Clinical Pharmacy	201	266	(65)	-24.5%	1,507	240	-16.3%
127	155	7	(28)	-18.3%	Missoula Food Bank Medical	302	311	(9)	-2.8%	1,759	357	-15.4%
6	58	3	(52)	-89.7%	Missoula Food Bank Dental	6	117	(111)	-94.9%	660	22	-72.7%
12	0	0	12	13581718.2%	Missoula Food Bank BH	16	0	16	9054445.5%	0	50	-68.0%
3,858	4,520	205	(662)	-14.7%	Medical	7,230	9,041	(1,811)	-20.0%	51,162	7,328	-1.3%
883	1,162	53	(279)	-24.0%	BH	1,575	2,324	(749)	-32.2%	1,280	1,830	-13.9%
51	331	15	(280)	-84.6%	School Based BH	79	661	(582)	-88.1%	3,743	28	182.1%
1,293	1,488	68	(195)	-13.1%	Dental	2,661	2,976	(315)	-10.6%	16,842	2,289	16.3%
100	133	6	(33)	-24.9%	Clinical Pharmacy	201	266	(65)	-24.5%	1,507	240	-16.3%
6,185	7,634	347	(1,449)	-19.0%	Total Encounters	11,746	15,269	(3,523)	-23.1%	74,534	11,715	0.3%
10,631	11,157	507	(526)	-4.7%	Pharmacy Prescriptions	22,167	22,313	(146)	-0.7%	126,274	20,241	9.5%
22												
Work Days												
Avg Encounters By Day												
175.4	205.5				Medical	164.3	205.5				170.4	
40.1	52.8				BH	35.8	52.8				42.6	
2.3	15.0				School Based BH	1.8	15.0				0.7	
58.8	67.6				Dental	60.5	67.6				53.2	
4.5	6.1				Clinical Pharmacy	4.6	6.1				5.6	
281.1	347.0				Total Encounters	267.0	347.0				272.4	
483	507				Pharmacy Prescriptions	504	507				471	
Creamery Medical % of Creamery Medical Visits						64%						
Creamery Residency % Creamery Medical Visits						36%						

OTHER INDICATORS

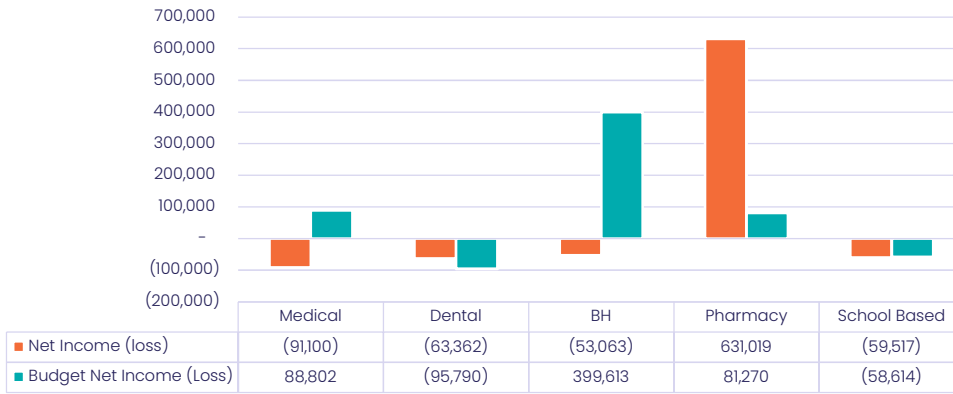
Prescription Mix				Encounter Mix				July '24 - Aug. '24		July '23 - Aug. '23	
	Current Month	Prior Year Month	Change		Current Month	Prior Year Month	Change				
	8/31/2024	8/31/2023			8/31/2024	8/31/2023					
Medicaid	28.5%	33.4%	-4.9%	Medicaid	33.4%	39.1%	-5.7%		32.3%	39.6%	
Medicare				Medicare	18.3%	18.3%	0.1%		19.4%	18.6%	
Self Pay	22.0%	22.7%	-0.7%	Self Pay	19.3%	17.0%	2.2%		20.4%	16.4%	
Medicare/Medicaid				Medicare/Medicaid	1.0%	0.5%	0.5%		0.9%	0.4%	
Private Pay	49.4%	43.9%	5.5%	Private Pay	28.0%	25.1%	2.9%		27.1%	25.0%	
Total Prescriptions	100.0%	100.0%	0.0%	Total Encounters	100%	100%	0.0%		100%	100.0%	
Productivity					8/4/2024-8/17/2024	7/21/2024-8/3/2024	7/7/2024-7/20/2024				
					Pay Period 17	Pay Period 16	Pay Period 15				
Total Hours					22,200	21,982	22,417				
Total FTEs					277.50	274.77	280.21				
Productive Hours					19,191	18,213	19,111				
Productive FTEs					239.9	227.7	238.9				
RATIO Productive to Total Hours					86.4%	82.9%	85.3%				
Total Encounters					2,774	2,540	2,538				
Encounter Per Staffed FTE					10.00	9.24	9.06				

FINANCIAL STATISTICS

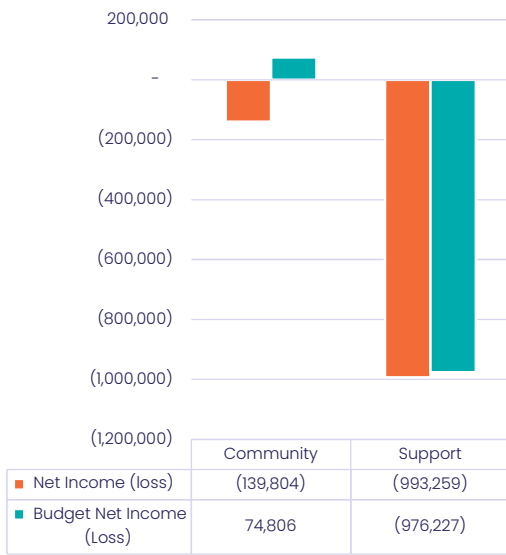
		8/31/2024	Budget	Year to Date	Year to Date Budget
Operating Margin w/internal granting		-15.4%	-6.3%	-10.6%	-6.3%
2019 Capital Link					
Industry Benchmark	Strategic Plan				
60	< = 60	Clinical AR Days and Gross Balance	64 \$ 2,924,854		Insurance Balance Patient Balance
		Pharmacy AR, Net Collectible Value	14 995,142		\$ 1,349,417 \$ 1,575,437
		Days Cash on Hand			\$ 959,126 \$ 36,016
45	> = 120	Operating Cash	206.8 25,673,878	195.2	24,347,193 1,326,685
		Capital Fund	22.1 2,739,536	21.9	2,728,600 10,936
		Total Cash	228.9 28,413,414	217.1	27,075,793 1,337,621

*largely impacted by County posting, they have not posted a payroll run in August, true cash balance is lower

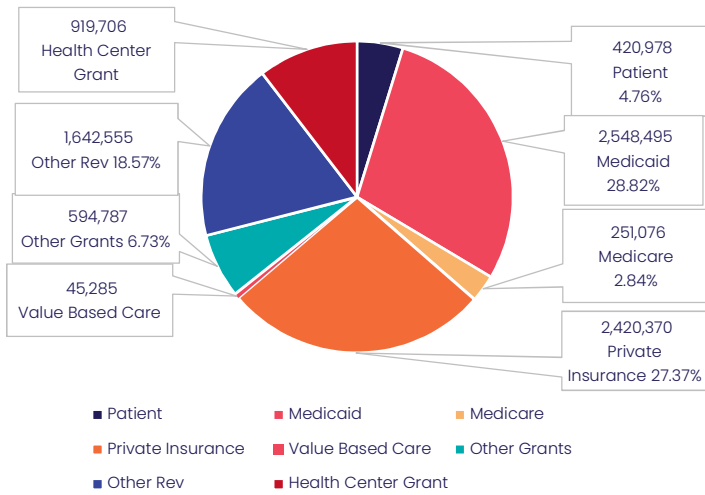
Service Line Margin YTD August 2024



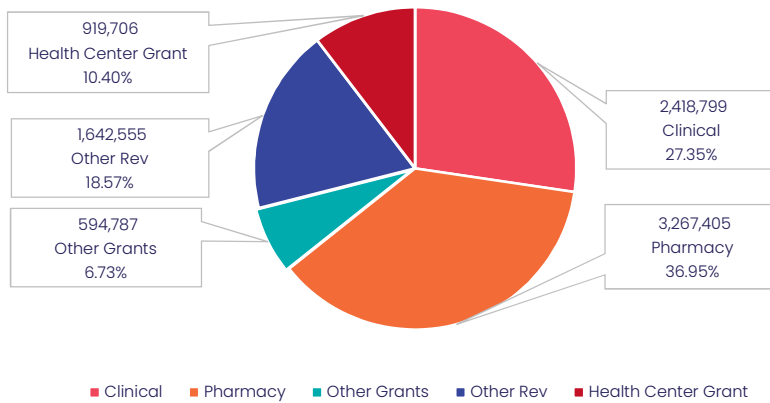
Other Unit Margin YTD Aug. 2024



Total YTD Aug 2024 by Payor Rev



Clinic, Pharmacy, & Other Rev YTD Aug 2024



Partnership Health Center
Draft Statement of Revenues, Expenses, and Other Changes in Assets
Period Ending August 31, 2024

Fiscal Year 2025 Month				Fiscal Year 2025 Year To Date				2024 YTD Comparison
Total Accrual 31-Aug-24	MTD Budget	ACCRUAL Variance	ACCRUAL Variance%	Total ACCRUAL 31-Aug-24	YTD Budget	ACCRUAL Variance	ACCRUAL Variance%	Prior YTD Accrual 31-Aug-23
OPERATING REVENUE								
GROSS CHARGES								
				Clinical				
207,919				Patient	409,187			350,799
442,550				Medicaid	824,312			886,584
197,833				Medicare	393,073			385,286
506,481				Private Insurance	971,607			824,706
1,354,782				Total Clinical	2,598,180			2,447,375
				Pharmacy				
				Patient				
				Medicaid				
				Medicare				
				Private Insurance				
				Total Pharmacy	-			-
1,354,782				Total Gross Charges	2,598,180			2,447,375
REVENUE ADJUSTMENTS								
Explicit Price Concessions (Contractual Adj., SFS Discount, DIR Fees)								
				Clinical				
(70,149)				Patient	(138,102)			(41,902)
311,456				Medicaid	558,950			702,325
(71,681)				Medicare	(141,997)			(123,959)
(251,022)				Private Insurance	(482,184)			(411,078)
				Refunds				
				Pharmacy				
				Patient				
				Medicaid				
				Medicare				
				Private Insurance				
				Refunds				
(81,396)				Total Explicit Price Concessions	(203,333)			125,387
				Implicit Price Concessions (PHC Cares, courtesy adj., collections)				
(11,284)				Clinical				
				Patient	(21,332)			(10,312)
				Medicaid				
				Medicare				
				Private Insurance				
				Pharmacy				
				Patient				
				Medicaid				
				Medicare				
				Private Insurance				
(11,284)				Total Implicit Price Concessions	(21,332)			(30,767)
(92,679)				Total Adjustments	(224,665)			94,620
NET REVENUE								
126,486	35,578	90,908	255.5%	Clinical				
754,006	948,270	(194,264)	-20.5%	Patient	249,752	71,156	178,596	251.0%
126,152	162,190	(36,038)	-22.2%	Medicaid	1,383,262	1,896,541	(513,279)	-27.1%
255,459	318,351	(62,892)	-19.8%	Medicare	251,076	324,380	(73,304)	-22.6%
9,479	48,333	(38,854)	-80.4%	Private Insurance	489,423	636,702	(147,279)	-23.1%
1,271,582	1,512,723	(241,141)	-15.9%	Value Based Care	45,285	96,667	(51,382)	-53.2%
				Total Clinical Revenue	2,418,799	3,025,446	(606,647)	-20.1%
74,585	75,389	(804)	-1.1%	Pharmacy				
504,175	548,564	(44,389)	-8.1%	Patient	171,226	150,778	20,447	13.6%
				Medicaid	1,165,232	1,097,128	68,104	6.2%
				Medicare				
945,608	778,649	166,959	21.4%	Private Insurance	1,930,947	1,557,298	373,650	24.0%
1,524,368	1,402,602	121,766	8.7%	Total Pharmacy	3,267,405	2,805,204	462,201	16.5%
2,795,950	2,915,325	(119,375)	-4.1%	Total Operating Revenue	5,686,204	5,830,650	(144,446)	-2.5%

PARTNERSHIP HEALTH CENTER
DRAFT STATEMENT OF NET POSITION
As of August 31, 2024

8/31/2023

ASSETS

Current Assets:

Cash & Cash Equivalents	28,413,414	*\$1,027,418 higher than reality. Pay period #16 not posted by the County
Clinical Accounts Receivable, gross	2,924,854	
Allowance for Uncollectible Clinical		
Clinical Accounts Receivable, net		
Pharmacy Accounts Receivable, gross	1,007,148	
Allowance for Uncollectible Pharmacy	(12,005)	
Pharmacy Accounts Receivable, net	995,142	
Other Receivables		
340B Inventory	299,308	
Medicaid Inventory	761,960	
Inventory (Pharmacy)	1,061,268	
Prepaid Expenses		
Total Current Assets	33,394,678	

Capital Assets:

Nondepreciable Capital Assets	617,414
Depreciable Capital Assets, Net of Accumulated Depreciation	11,232,088
Right-of-use subscription asset, net of accumulated amortization	
Right-of-use lease asset, net of accumulated amortization	\$865,981
TOTAL ASSETS	46,110,161

DEFERRED OUTFLOWS OF RESOURCES

Deferred Pension Expense	3921757
Deferred Postemployment Benefits Expense	533269
Total Deferred Outflows of Resources	4,455,026

LIABILITIES

Current Liabilities:

Accounts & Warrants Payable		
Accrued Payroll	1,272,663	*\$1,027,418 for Pay Period #16, was paid but not yet posted by the County in the general ledger
Notes Payable		
Accrued Interest		
Compensated Absences	1618576	
Current portion of subscription liability		
Current Portion of Long-Term Debt	140000	
Current Portion of Lease Liability	171,156	
Total Current Liabilities	3,202,395	

Long-Term Liabilities:

Long-Term Debt, Net of Current Portion	1010000
Long-Term subscription liability	
Long-Term Lease Liability, Net of Current Portion	\$684,825
Postemployment Benefits	1574528
Net Pension Liability	18431297
Total Long-Term Liabilities	21,700,650
TOTAL LIABILITIES	24,903,045

DEFERRED INFLOWS OF RESOURCES

Deferred Pension Expense	1349340
Deferred Postemployment Benefits Expense	533269
Total Deferred Inflows of Resources	1,882,609

NET POSITION

Net Investment in Capital Assets	
Restricted	
Unrestricted	
TOTAL NET POSITION	23,779,533

*DRAFT Statement, Total Net Position is not complete

Pension and OPEB amounts are based on 6/30/2023 Actuarial assumptions for Fiscal Year 2023.

Capital assets and depreciation are reported at 6/30/2023 values.

Missoula County unable to provide Compensated Absences monthly. Reported at 6/30/2023 value.

Does not include GASB 96 SPITA pronouncement

PARTNERSHIP HEALTH CENTER
DRAFT STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
For the Month Ended August 2024

	ACTUAL MTD	MTD BUDGET	ACTUAL YTD	YTD BUDGET	2025 Annual BUDGET	Accrual AUDITED 2023	Accrual AUDITED 2022
OPERATING REVENUE							
Charges for Services	2,795,950	2,915,325	5,686,204	5,830,650	34,983,902	33,717,396	31,060,515
Operating Revenue	2,795,950	2,915,325	5,686,204	5,830,650	34,983,902	33,717,396	31,060,515
On-Behalf Revenue-Pensions						571,772	1,154,677
Total Operating Revenue	2,795,950	2,915,325	5,686,204	5,830,650	34,983,902	34,289,168	32,215,192
OPERATING EXPENSES							
Personnel	2,350,679	2,379,362	4,681,155	4,758,723	28,552,341	27,242,968	23,020,764
Other Operating Expenses- Clothing	229	2,125	13,229	4,250	25,500		
Other Operating Expenses- Supplies	1,300,225	1,284,734	2,567,953	2,569,467	15,416,804		
Other Operating Expenses- Purchased Services	354,302	374,136	646,687	748,272	4,489,633		
Other Operating Expenses						17,695,462	15,615,712
Depreciation	62,562	62,562	125,124	125,124	750,742	596,004	648,113
Operating Expenses	4,067,997	4,102,918	8,034,147	8,205,837	49,235,020	45,534,434	39,284,589
Uncompensated Absences						1,618,576	1,547,995
Pension Expense						2,766,606	1,626,775
OPEB Expense						81,943	113,811
Total Operating Expenses	4,067,997	4,102,918	8,034,147	8,205,837	49,235,020	45,534,434	39,284,589
Operating Loss	(1,272,046)	(1,187,593)	(2,347,943)	(2,375,186)	(14,251,118)	(11,245,266)	(7,069,397)
NON-OPERATING REVENUE (EXPENSE)							
Intergovernmental Revenue	623,200	520,616	1,296,463	1,041,233	6,247,397	10,206,566	9,717,122
Private/Local Grants and Donations	90,774	127,730	263,036	255,459	1,532,754	279,018	471,287
Miscellaneous Revenue	13,263	288,677	18,690	577,354	3,464,123	173,199	239,147
Investment Earnings	668	7,500	668	15,000	90,000	84,574	8,418
Interest Expense	-	(7,417)	-	(14,833)	(89,000)	(45,813)	(51,438)
Loss on Disposal of Assets						(343,452)	
Total Non-Operating Revenue (Expense)	727,906	944,523	1,578,858	1,889,046	11,334,274	10,354,092	10,384,536
Change in Net Position	(544,140)	(243,070)	(769,086)	(486,141)	(2,916,844)	(891,174)	3,315,139
Net Position, Beginning of Year			26,387,715	26,387,715	26,387,715	27,278,889	23,963,750
Net Position, End of Period			25,618,629	25,901,574	23,470,871	26,387,715	27,278,889

Total Budgeted Non-Operating Revenue: \$11,334,274

Total Unsecured, budgeted Grant Revenue: \$1,729,189, 15.26%

Non-Operating Revenue: Grants applied for, unsecured in the budget	Expected to hear by:	Budgetary impact
● Award short by \$99,320 CAF \$34,320 funded, \$133,640 budgeted	Undersecured	(99,320)
● \$374,819 SAMHSA System of Care (primarily subcontracted)	10/1/2024	awarded, determining PHC benefit vs. pass through amount
● \$350,000 Otto Bremer	9/16/2024	
● \$36,000 UDS Plus	Oversecured	2,802
● \$167,050 HRSA BH Expansion	9/1/2024	
● \$546,000 OMH - Trinity	7/1/24, no update from grantor	
● \$150,000 DPHHS County & Tribal Matching	Expected soon	
	Total	(96,518)

Non-Operating Revenue: Grants applied for, unsecured not in the budget	Expected to hear by:	Budgetary impact
● \$500,000 HRSA Expanded Hours, Dec '24-Nov'26 Submitted	Unclear	
● \$650,000 annually HRSA New Acces Point, June.'25-May '26	Unclear	
● \$375,000 annually SAMHSA Strategic Prevention, 5 yrs	Unclear	
● \$231,494 Crisis Diversion July'24-June'27 Submitted	Unclear	Covers 2 FTE existing, remaining is pass through expenses

Lean Process Improvements:

- Sept. '24, Kaizen event Clinical team model

Operational Changes:

- Aug. '24 | Pharmacy Software upgrade, expected more efficient operations
- Sept. '24 | Billing: engage PioneerRx for payment recon.
- Sept. '24-ongoing | Billing: Insurance Discovery service, expected revenue recapture
- Oct. '24 | Pharmacy Buying Group & PSAO, expected \$400,000 cost savings over 1 yr

Partnership Health Center
Draft Statement of Revenues, Expenses, and Other Changes in Assets
 Period Ending August 31, 2024

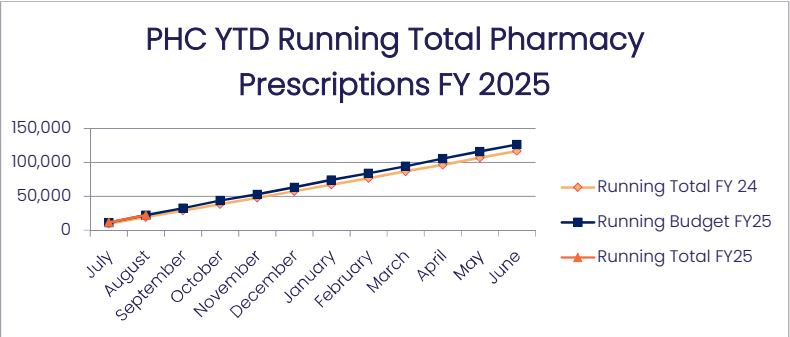
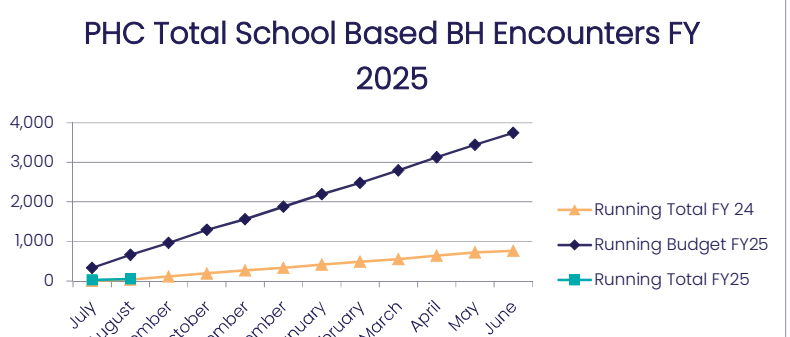
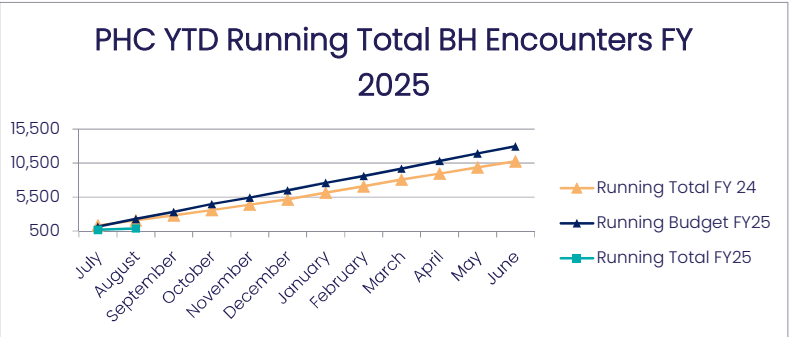
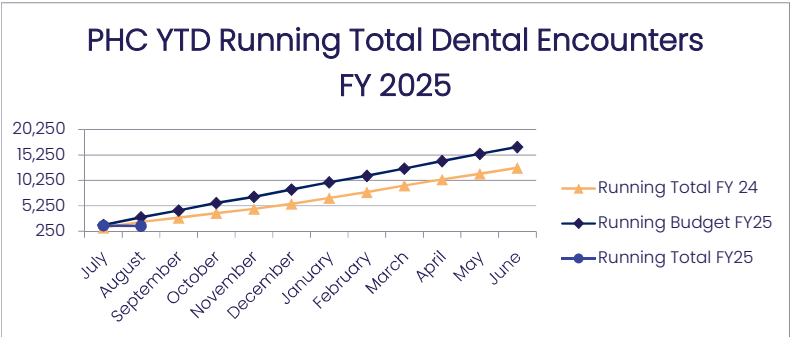
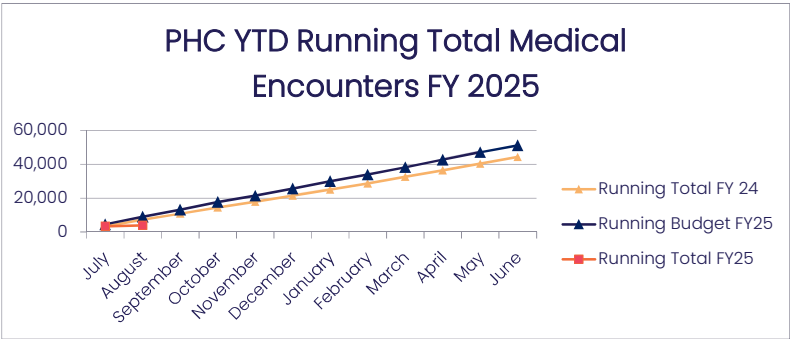
Fiscal Year 2025 Month					
Total Accrual 31-Aug-24	MTD Budget	ACCRUAL Variance	ACCRUAL Variance%		
					OPERATING REVENUE
					NET REVENUE
					Clinical
126,486	35,578	90,908	255.5%		Patient
754,006	948,270	(194,264)	-20.5%		Medicaid
126,152	162,190	(36,038)	-22.2%		Medicare
255,459	318,351	(62,892)	-19.8%		Private Insurance
9,479	48,333	(38,854)	-80.4%		Value Based Care
1,271,582	1,512,723	(241,141)	-15.9%		Total Clinical Revenue
					Pharmacy
74,585	75,389	(804)	-1.1%		Patient
504,175	548,564	(44,389)	-8.1%		Medicaid
-	-	-			Medicare
945,608	778,649	166,959	21.4%		Private Insurance
1,524,368	1,402,602	121,766	8.7%		Total Pharmacy
2,795,950	2,915,325	(119,375)	-4.1%		Total Operating Revenue
					NON-OPERATING REVENUE
450,850	443,692	7,158	1.6%		Federal (Direct)
39,040	57,231	(18,191)	-31.8%		Federal Pass-Through
15,292	65,903	(50,612)	-76.8%		State (Direct)
35,000	11,137	23,863	214.3%		State Pass-Through
-	25,000	(25,000)	-100.0%		Contributions & Donations
-	-	-			Private Foundation/Organization
7,405	282,824	(275,418)	-97.4%		Other
128,786	-	128,786			Coronavirus Relief Funds
668	7,500	(6,832)	-91.1%		Interest Income
5,858	5,853	5	0.1%		Rental Income (Residency (Qtrly))
45,007	45,383	(376)	-0.8%		Residency Program (Qtrly)
727,906	944,523	(216,617)	-22.9%		Total Grants, Donations and Other Support
3,523,856	3,859,848	(335,992)	-8.7%		TOTAL REVENUE
					OPERATING EXPENSES
					PERSONNEL
1,747,147	1,774,074	(26,927)	-1.5%		Salaries, Wages
2,016	2,458	(442)	-18.0%		EAP
601,516	602,830	(1,314)	-0.2%		Benefits
2,350,679	2,379,362	(28,683)	-1.2%		Salaries, Wages & Benefits
229	2,125	(1,896)	-89.2%		Clothing Allowance
1,300,225	1,284,734	15,491	1.2%		SUPPLIES
6,350	2,667	3,684	138.1%		Pharmacy
7,784	9,312	(1,528)	-16.4%		Office
58,681	117,630	(58,950)	-50.1%		Computer
28,551	26,528	2,023	7.6%		Clinic
4,330	3,746	584	15.6%		Janitorial
24,827	9,829	14,999	152.6%		Equipment - Non-Capital
17,129	19,030	(1,902)	-10.0%		Dental Supplies/Lab
1,152,573	1,029,093	123,480	12.0%		Prescription Drugs
-	66,898	(66,898)	-100.0%		Vaccines
416,864	436,698	(19,834)	-4.5%		PURCHASED SERVICES
10,551	10,695	(144)	-1.3%		Postage
1,091	2,121	(1,030)	-48.5%		Printing/Litho
5,854	4,235	1,619	38.2%		Transportation - Patient
4,268	11,190	(6,922)	-61.9%		Outreach
1,534	2,093	(559)	-26.7%		Books/Resource/Subscription
-	3,623	(3,623)	-100.0%		Dues & Memberships
-	-	-			Transcription
-	521	(521)	-100.0%		Recruitment

Fiscal Year 2025 Month				
Total Accrual 31-Aug-24	MTD Budget	ACCRUAL Variance	ACCRUAL Variance%	
11,984	14,361	(2,378)	-16.6%	Utilities
1,695	1,773	(78)	-4.4%	Garbage Collection
15,424	15,369	55	0.4%	Phone
1,993	1,708	285	16.7%	Dental Provider Services
160	52,508	(52,348)	-99.7%	Provider Services
-	3,750	(3,750)	-100.0%	Audit Fees
10,101	5,232	4,869	93.1%	Legal Services/Accounting
157,130	129,852	27,277	21.0%	Contracted Services
10,074	21,941	(11,867)	-54.1%	Equipment Repair & Maintenance
791	1,150	(358)	-31.2%	Mileage - Personal Vehicle
2,778	2,058	720	35.0%	Meals/Lodging/Incidentals
1,847	18,290	(16,442)	-89.9%	Continuing Education
7,282	14,868	(7,586)	-51.0%	Training/Tuition/Registration Fees
40,272	20,575	19,697	95.7%	Lab Services
1,734	3,224	(1,490)	-46.2%	Waste Disposal
38,613	22,862	15,751	68.9%	Rent
14,873	-	14,873		Amortization of Right of Use Lease
13,251	-	13,251		Subscription Lease
1,000	2,719	(1,719)	-63.2%	Professional Licenses & Dues
-	7,417	(7,417)	-100.0%	Interest
-	-	-		Paying Agent Fee
62,562	62,562	-	0.0%	Depreciation
4,067,997	4,102,918	(34,922)	-0.9%	TOTAL OPERATING EXPENSES
(544,140)	(243,070)	(301,070)	123.9%	NET INCOME (LOSS)
				DEBT SERVICE
11,250	11,667	(417)	-3.6%	Principal
-	7,417	(7,417)	-100.0%	Interest
-	-	-		Paying Agent Fee
				OTHER
-	-	-		Transfers
1,286	-	1,286		Capital Building and Constructions
17,251	-	17,251		Capital Equipment
4,035,222	4,052,023	(16,801)	-0.4%	CASH PRESENTATION EXPENSES
(511,366)	(192,175)	(319,191)	166.1%	CASH PRESENTATION NET INCOME

Partnership Health Center
Draft Statement of Revenues, Expenses, and Other Changes in Assets
Period Ending August 31, 2024

	Fiscal Year 2025 Year To Date				2024 YTD Comparison
	Total ACCRUAL 31-Aug-24	YTD Budget	ACCRUAL Variance	ACCRUAL Variance%	Prior YTD Accrual 31-Aug-23
OPERATING REVENUE					
NET REVENUE					
Clinical					
Patient	249,752	71,156	178,596	251.0%	298,585
Medicaid	1,383,262	1,896,541	(513,279)	-27.1%	1,588,909
Medicare	251,076	324,380	(73,304)	-22.6%	261,328
Private Insurance	489,423	636,702	(147,279)	-23.1%	413,628
Value Based Care	45,285	96,667	(51,382)	-53.2%	96,262
Total Clinical Revenue	2,418,799	3,025,446	(606,647)	-20.1%	2,658,713
Pharmacy					
Patient	171,226	150,778	20,447	13.6%	144,231
Medicaid	1,165,232	1,097,128	68,104	6.2%	1,023,541
Medicare	-	-	-	-	-
Private Insurance	1,930,947	1,557,298	373,650	24.0%	1,595,714
Total Pharmacy	3,267,405	2,805,204	462,201	16.5%	2,763,486
Total Operating Revenue	5,686,204	5,830,650	(144,446)	-2.5%	5,422,198
NON-OPERATING REVENUE					
Federal (Direct)	919,706	887,383	32,323	3.6%	917,867
Federal Pass-Through	58,668	114,462	(55,795)	-48.7%	239,561
State (Direct)	140,243	131,807	8,437	6.4%	31,878
State Pass-Through	35,000	22,273	12,727	57.1%	129,531
Contributions & Donations	-	50,000	(50,000)	-100.0%	1,807
Private Foundation/Organization	-	-	-	-	-
Other	12,832	565,647	(552,815)	-97.7%	26,944
Coronavirus Relief Funds	360,876	-	360,876	-	65,182
Interest Income	668	15,000	(14,332)	-95.5%	14,097
Rental Income (Residency (Qtrly))	5,858	11,707	(5,849)	-50.0%	11,711
Residency Program (Qtrly)	45,007	90,766	(45,759)	-50.4%	90,487
Total Grants, Donations and Other Support	1,578,858	1,889,046	(310,188)	-16.4%	1,529,065
TOTAL REVENUE	7,265,062	7,719,696	(454,634)	-5.9%	6,951,263
OPERATING EXPENSES					
PERSONNEL					
Salaries, Wages	3,488,298	3,548,147	(59,850)	-1.7%	3,261,774
EAP	4,045	4,916	(871)	-17.7%	3,885
Benefits	1,188,813	1,205,661	(16,848)	-1.4%	1,093,664
Salaries, Wages & Benefits	4,681,155	4,758,723	(77,569)	-1.6%	4,359,323
Clothing Allowance	13,229	4,250	8,979	211.3%	15,000
SUPPLIES	2,567,953	2,569,467	(1,514)	-0.1%	2,170,669
Pharmacy	6,445	5,333	1,111	20.8%	3,271
Office	11,630	18,624	(6,994)	-37.6%	8,564
Computer	104,641	235,261	(130,620)	-55.5%	114,315
Clinic	30,893	53,057	(22,164)	-41.8%	45,741
Janitorial	6,407	7,492	(1,085)	-14.5%	4,214
Equipment - Non-Capital	34,456	19,658	14,798	75.3%	860
Dental Supplies/Lab	25,350	38,060	(12,711)	-33.4%	12,995
Prescription Drugs	2,279,070	2,058,186	220,885	10.7%	1,921,229
Vaccines	69,061	133,796	(64,735)	-48.4%	59,479
PURCHASED SERVICES	771,810	873,396	(101,586)	-11.6%	620,051
Postage	20,158	21,391	(1,232)	-5.8%	8,247
Printing/Litho	1,091	4,243	(3,151)	-74.3%	3,353
Transportation - Patient	8,060	8,470	(410)	-4.8%	9,386
Outreach	13,308	22,381	(9,072)	-40.5%	4,606

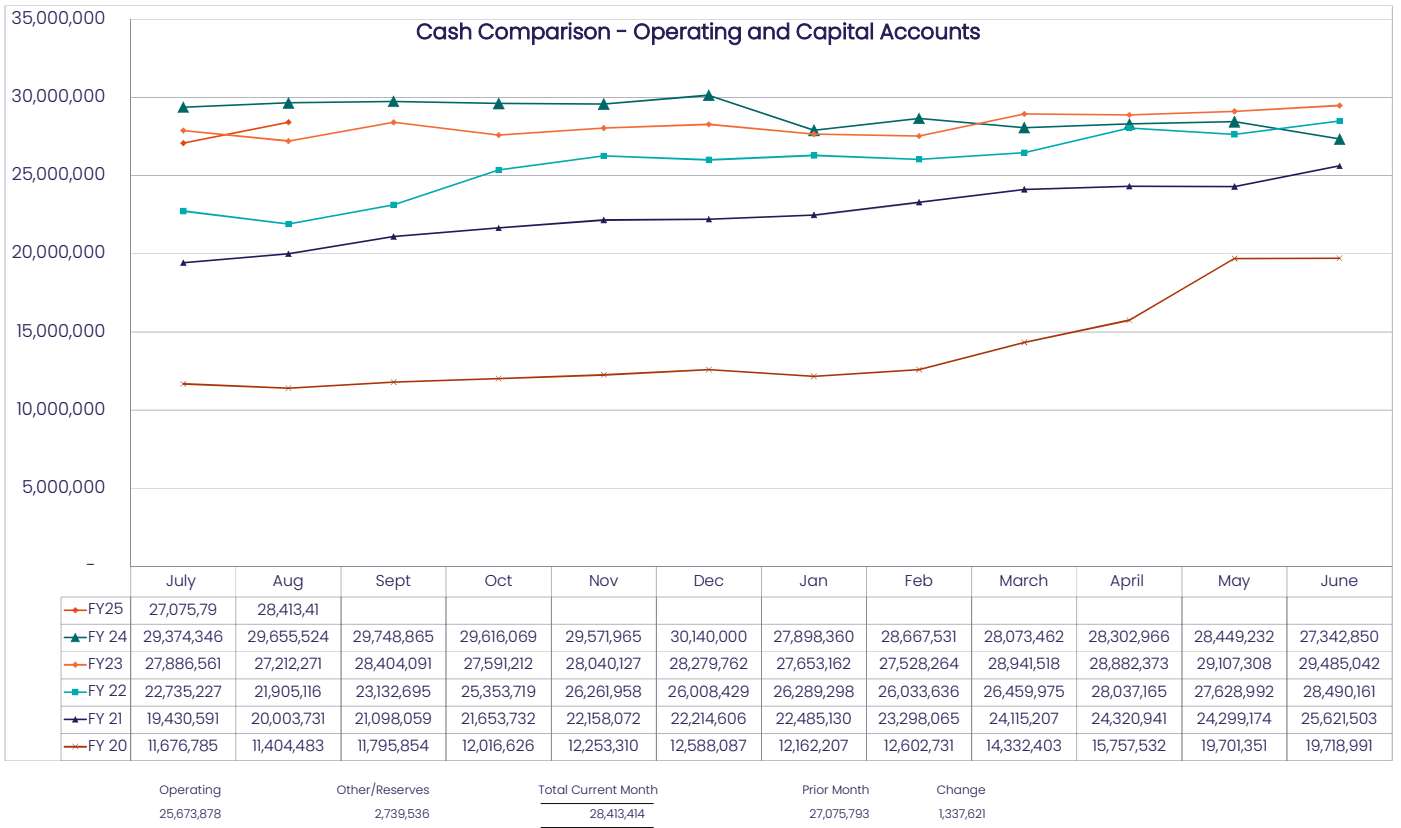
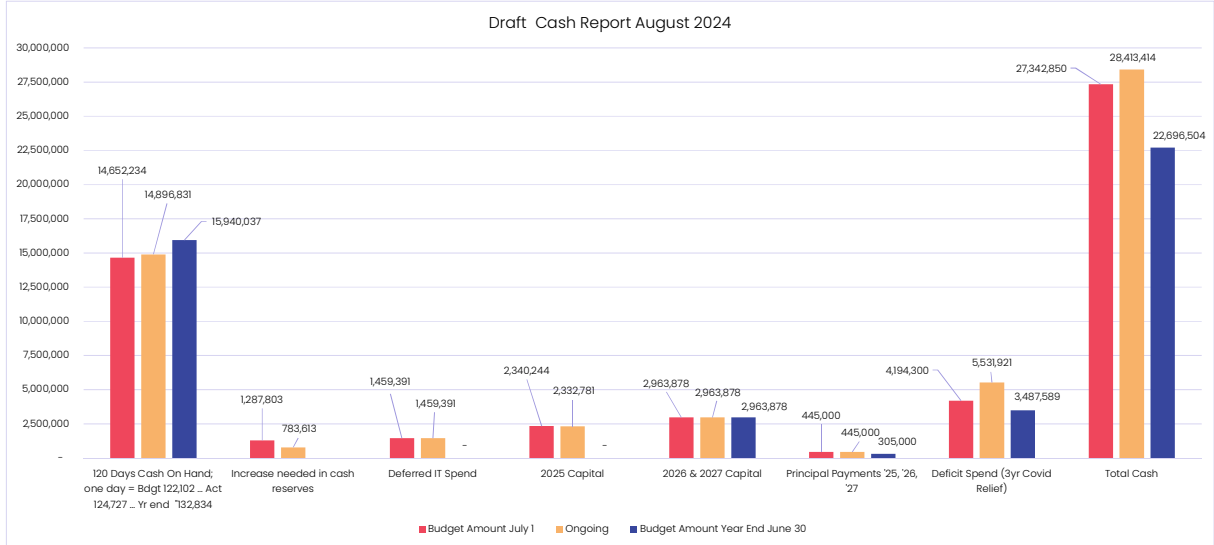
	Fiscal Year 2025 Year To Date				2024 YTD Comparison
	Total ACCRUAL 31-Aug-24	YTD Budget	ACCRUAL Variance	ACCRUAL Variance%	Prior YTD Accrual 31-Aug-23
Books/Resource/Subscription	1,920	4,186	(2,266)	-54.1%	1,652
Dues & Memberships	676	7,246	(6,570)	-90.7%	973
Transcription	-	-	-		-
Recruitment	-	1,042	(1,042)	-100.0%	59
Utilities	29,058	28,723	336	1.2%	23,811
Garbage Collection	3,391	3,546	(155)	-4.4%	3,085
Phone	21,562	30,738	(9,176)	-29.9%	30,908
Dental Provider Services	2,094	3,417	(1,323)	-38.7%	1,292
Provider Services	46,418	105,016	(58,598)	-55.8%	93,691
Audit Fees	-	7,500	(7,500)	-100.0%	-
Legal Services/Accounting	15,955	10,464	5,490	52.5%	8,992
Contracted Services	286,135	259,705	26,430	10.2%	320,943
Equipment Repair & Maintenance	25,445	43,881	(18,436)	-42.0%	22,113
Mileage - Personal Vehicle	2,827	2,299	527	22.9%	522
Meals/Lodging/Incidentals	4,189	4,117	73	1.8%	1,533
Continuing Education	2,727	36,579	(33,853)	-92.5%	3,836
Training/Tuition/Registration Fees	12,270	29,736	(17,466)	-58.7%	2,535
Lab Services	53,015	41,151	11,864	28.8%	33,233
Waste Disposal	3,953	6,448	(2,495)	-38.7%	4,224
Rent	45,680	45,723	(44)	-0.1%	31,368
Amortization of Right of Use Lease	29,746	-	29,746		-
Subscription Lease	15,708	-	15,708		-
Professional Licenses & Dues	1,300	5,438	(4,138)	-76.1%	1,584
Interest	-	14,833	(14,833)	-100.0%	8,104
Paying Agent Fee	-	-	-		-
Depreciation	125,124	125,124	-	0.0%	123,873
TOTAL OPERATING EXPENSES	8,034,147	8,205,837	(171,689)	-2.1%	7,288,915
NET INCOME (LOSS)	(769,086)	(486,141)	(282,945)	58.2%	(337,652)
DEBT SERVICE					
Principal	22,500	23,333	(833)	-3.6%	22,500
Interest	-	14,833	(14,833)	-100.0%	8,104
Paying Agent Fee	-	-	-		-
OTHER					
Transfers	-	-	-		-
Capital Building and Constructions	4,144	-	4,144		-
Capital Equipment	17,251	-	17,251		33,368
CASH PRESENTATION EXPENSES	7,952,919	8,104,046	(151,127)	-1.9%	7,220,911
CASH PRESENTATION NET INCOME	(687,857)	(384,350)	(303,507)	79.0%	(269,648)





PHC PARTNERSHIP HEALTH CENTER

Fiscal Year 2024 Cash Report



* Cash balances are influenced by the timing of the county posting.



PHC PARTNERSHIP HEALTH CENTER

Fiscal Year 2025 Capital Report

August 2024	Dept	Grant Funded	Cost	Budget	Totals	Timeline
Creamery Building	Facility	Chiller replacement	6,149	541,650		
C8E Funded Renovation of Alder Building	Facility	Architecture fees, chiller work	1,286	-		
Freighthouse E.W. paint, carpet, improvements	Facility	Tenant Improvement Dollars		57,780		As Needed
Solar	Facility			100,000		
Dividing Wall in Weinberg	Facility			30,000		
Creamery Exam Room patch + paint	Facility			20,000		
Lowell Clinic - Remodel PSR Area to accommodate 2 PSRs	Facility			7,814		
Creamery Main Floor Remodel	Facility			800,000		
Exterior PHC Sign facing Orange Street	Facility			30,000		
Exterior PHC Sign at Trinity	Facility			30,000		
Facilities			7,435		1,617,244	
Twelve O'Clock Cabinets to Rooms 7 & 8	PHC Dental		(6,966)	35,000		
Replace aging xray head @ Creamery	PHC Dental			5,000		
Midmark Steam Sterilizer M11 to replace aging equipment Creamery	PHC Dental			7,000		
Pano (2-D, external BW feature only) Lowell	PHC Dental			25,000		
Dental			(6,966)		72,000	
Badge System Upgrade	IT			78,000		June 2024
Conference Room Technology	IT			-		
Electronic check in kiosks	IT			-		
Information Technology				-	78,000	
Exam tables	Medical			160,000		
Exam room blinds	Medical			23,000		
EKG Machine	Medical			30,000		
Electronic Vaccine Reader integrated into EHR	Medical			20,000		
Interpreter services, change in contract	Medical			20,000		
Vehicle - Mobile Van Match	Medical			20,000		
Laboratory Shelves	Medical			6,994		
Medical			6,994		273,000	
Finance Software	Administration			300,000		
					300,000	
Capital Payments Year to Date			7,463		2,340,244	



Minor Edits:

Purchasing and Accounts Payable

- Dollar amount for completing a purchase request form changed from \$25 to \$50.
- Included Assistant Chief Financial Officer for signing where the Controller was referenced.
- Added monthly invoice approval for annual contracts to Chief Financial Officer.
- Changed Executive Director to Chief Executive Officer
- Added Chief Executive Officer may sign for Vaccine purchases that exceed \$100,000 as well as pass through grant invoices.
- Added Accounts payable will maintain a list of assigned designees and will update annually.

PARTNERSHIP HEALTH CENTER
Principles of Practice
Financial Management - 12

SUBJECT: PURCHASING AND ACCOUNTS PAYABLE

PURPOSE: Outline Purchasing and basic Accounts Payable procedures and timelines for Partnership Health Center (PHC).

POLICY:

1. **Prior to engaging in purchasing action**, budget availability must be verified by the department manager or designee. It is the responsibility of managers to insure the purchasing action is within budget parameters prior to purchasing. A Purchase Request form must be completed for all anticipated purchases above ~~\$25,000~~\$50,000. The person who gives final approval for the purchase is determined by the amount of the purchase:

Purchasing Agent or designee: May approve purchases up to \$1,500 when ordering clinic-wide supplies if within budget. Ordering department specific supplies requires approval of Department Manager or designee.

Department Manager (Excluding IT, Facilities, Medical & Dental Clinics) or designee: May approve purchases up to \$2,500 if within budget.

IT, Facilities, Medical & Dental Clinic Department Managers or designees: May approve purchases up to \$4,000 if within budget.

Controller ~~or Assistant Chief Financial Officer~~: Approves all purchases between Department Manager maximum limits and \$10,000 in addition to approval from Department Manager or designee.

Chief Financial Officer (~~or~~ Controller ~~or Assistant Chief Financial Officer~~ when CFO is unavailable): Approves all purchases between \$10,001 and \$30,000 in addition to approval from Department Manager or designee. The Chief Financial Officer or designee may approve monthly invoices for annual contracts such as IT Software, the Family Medicine Residency of Western Montana, and Service Contracts that exceed \$30,000 per month.

~~Executive Director~~ Chief Executive Officer: Approves all purchases between \$30,001 and \$100,000 in addition to approval from Department Manager or designee. The Chief Executive Officer may sign for Vaccine purchases that exceed \$100,000 as well as pass through grant invoices that are associated with approved grants.

Board of Directors: Must approve all purchases over \$100,000 in addition to approval from Executive Director.

Effective Date: July 2001 Date Board Approval: 7/9/10, 12/14/12, 6/13/14, 5/8/15, 6/8/18, 1/5/22

Review Date: 4/07, 6/10, 2/ 7/11, 11/9/12, 9/18/24

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PARTNERSHIP HEALTH CENTER
Principles of Practice
Financial Management - 12

Accounts payable will maintain a list of assigned designees and will update annually.

If a department head or designee is unavailable then the approval moves to the next level. Larger purchases should not be broken down into several smaller purchase orders to avoid Senior Management or Board approval. A purchase request exceeding the department's budget requires an additional signature. All exceptions to the purchase order process must be approved with the Chief Financial Officer prior to initiating the purchasing process.

2. Upon approval of the purchase request a member of the finance team working with accounts payable will issue a purchase order number.
3. PHC credit cards will be kept in the possession of the Executive Director, Chief Financial Officer, Compliance Officer, Purchasing Agent, approved Department Managers and Executive Assistant to the Executive Director. Credit cards may be used by staff members when a purchase request form has been completed and approved. Sign out of the card is required and credit card receipts must accompany the card when returned.
4. As purchases arrive, the designated staff person will sign for the purchase and verify receiving the goods by comparing the packing slip to the purchase order and to actual items received. The packing slip should be initialed, notations made if the receipt is different from the packing slip and purchase order, dated and given to the finance department where accounts payable is processed.
5. The Purchasing Agent or departmental designee will then match each packing slip and purchase order with invoices received. This process will include checking the quantity, amount, initials and date. Once this process is completed, the invoice will be prepared for payment.
6. PHC must follow the accounts payable schedule and auditing process as defined by Missoula County. The purchase requisition process takes place in Missoula County's accounting system and is completed by the PHC finance department for each invoice to be paid. Attached electronically to each purchase requisition is a scanned copy of the original invoice and packing slip. In addition, a copy of the scanned documentation is saved on the PHC USERS drive for future reference. Original documentation is given to the PHC Controller or designee for signature authorization to pay. Once signed by the PHC Controller or designee, he or she approves the purchase requisitions electronically for payment by the county finance department. The claim as entered into the Missoula County computer system is verified and audited by the Missoula County auditor. The

Effective Date: July 2001

Date Board Approval: 7/9/10, 12/14/12, 6/13/14, 5/8/15, 6/8/18, 1/5/22

Review Date: 4/07, 6/10, 2/ 7/11, 11/9/12, 9/18/24

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PARTNERSHIP HEALTH CENTER
Principles of Practice
Financial Management - 12

Missoula County Board of County Commissioners reviews claims and authorizes the preparation of warrants.

Effective Date: July 2001

Date Board Approval: 7/9/10, 12/14/12, 6/13/14, 5/8/15,
6/8/18, 1/5/22

Review Date: 4/07, 6/10, 2/ 7/11, 11/9/12, 9/18/24

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Minor Edits:

Conducting the Federal Audit

- Change of title "Executive Director" to "Chief Executive Officer"

No changes:

Subrecipient Monitoring

- No changes

Vasectomy Fee and Alternate Sliding Fee Schedule

- No changes



PRINCIPLES OF PRACTICE

**Conducting the Federal Audit
(Draft)**

Title: CONDUCTING THE FEDERAL AUDIT
Section: Financial Management
Effective date: 06/2018
Last reviewed: 03/2022
Next revision: 03/2024
Status: Draft
Reference: 45 C.F.R. Part 75 Subpart F and OMB Uniform Guidance
Lead author: CFO

PURPOSE

Partnership Health Center (PHC) is committed to ensuring that an independent audit is conducted annually, in accordance with applicable federal laws, regulations and policies

POLICY/PROCEDURES

1. **Establishment of audit committee.** PHC is a component unit of Missoula County. PHC is issued its own audit report and the audit is contracted as a part of the overall County audit. The County establishes an Audit Committee that is responsible for selecting an audit firm to conduct the County's annual audit. The Committee is generally comprised of the Missoula County CFO, Missoula County Assistant Finance Director, Missoula County Auditor, the Director of Risk and Benefits, the Attorney to the Missoula County Board of Commissioners and the Chief Financial Officer of PHC.
1. **Selection of audit firm.** The County shall solicit proposals to provide independent audit services from qualified audit firms. The criteria for selection shall be set by the audit committee and will ensure that the audit is conducted consistent with the requirements of 45 C.F.R. Part 75 Subpart F and the applicable OMB Uniform Guidance compliance supplement(s) for the federal financial assistance program(s) in which the Health Center participates.

The county shall conduct the solicitation process according to its policies and procedures relating to the procurement of professional services. Upon receipt of proposals from interested audit firms, the audit committee will review all responses. The financial portion of the bids are sealed which allows more emphasis to be placed upon the practices and approaches of the interested audit firms. Each representative on the audit committee is asked to rate the firms based upon a number of predetermined attributes. The ratings are tallied and discussed. An auditor is chosen based upon the consensus of the group.

1. **Scope of audit.** The scope of the audit will include:
 - A determination whether financial statements are presented fairly in all material respects in conformity with generally-accepted accounting principles ("GAAP");
 - A review of internal controls over federal programs to assess the level of control risk for major programs;

- A determination as to whether PHC has complied with the applicable laws, regulations and the provisions of the grant agreements that could have a direct and material effect on the federal programs; and
 - All other elements required under applicable federal laws, regulations and policies, including, but not limited to, 45 C.F.R. Part 75 Subpart F and any relevant OMB Single Audit compliance supplement(s).
1. **Health center responsibilities.** The PHC Chief Financial Officer and Chief Executive Officer ~~Executive Director~~ will ensure that PHC:
 - Makes all financial books and records necessary for the auditors to determine the completeness and accuracy of those books and records available to the independent audit firm in a timely fashion;
 - Makes all records showing federal awards received and expenditures under those federal programs available to the independent audit firm in a timely fashion;
 - Makes all reports of activities funded under federal awards necessary for the auditors to determine Health Center's compliance with federal program requirements available to the independent audit firm in a timely fashion; and
 - As necessary, takes corrective action on audit findings.
 1. **Audit report.** The independent audit firm shall present the draft and final audit reports to the PHC Board of Director's Finance Committee and the full Board of Directors and, as appropriate, provide to the auditors responses to audit findings and recommendations, and prepare any necessary corrective action plan(s) to address those findings and recommendations.
 1. **Non-audit services.** PHC understands and acknowledges that, consistent with the standards for auditor independence, the audit firm is precluded from performing both an independent audit *and* providing certain non-audit management consulting services. If PHC desires to procure non-audit services from its audit firm, it will be under the understanding that non-audit guidelines will apply and other procedures must be followed.



PRINCIPLES OF PRACTICE

**Subrecipient Monitoring
(Approved by Board)**

Title: SUBRECIPIENT MONITORING
Section: Financial Management
Effective date: 07/2015
Last reviewed: 04/2022
Next revision: 04/2024
Status: Approved by Board
Reference: N/A
Lead author: CFO

PURPOSE

Partnership Health Center (PHC) is responsible for monitoring the programmatic and financial activities of its sub recipients in order to ensure proper stewardship of grant funding and to comply with Federal laws and regulations.

POLICY/PROCEDURES

1. As a recipient of federal funds that expends \$750,000 or more per fiscal year, PHC must ensure that its sub recipients comply with administrative requirements, cost principles and audit requirements.
2. PHC's Director of Innovation, in collaboration with the Chief Financial Officer, on an annual basis, will review the subrecipients' A-133 audit results within six months of the sub recipients' year end. Any corrective action noted in the audit will require a response from the sub recipient. The Director of Innovation and the Chief Financial Officer will review all corrective action responses and address each one appropriately.
3. The Director of Innovation, or designee, will conduct two sub recipient site visits each fiscal year. The sub recipients' progress and compliance with Federal regulations will be reviewed.
4. Any noted corrective action will be documented and the sub recipient will have 30 days to respond to the finding. If the finding is not satisfactorily resolved, the sub recipient relationship will be terminated.
5. Audits of sub recipients may be performed on a discretionary basis in order to resolve questionable costs or other noncompliance issues.



PRINCIPLES OF PRACTICE

**Vasectomy Fee and Alternate
Sliding Fee Schedule
(Approved by Board)**

Title: VASECTOMY FEE AND ALTERNATE SLIDING FEE SCHEDULE
Section: Financial Management
Effective date: 07/2001
Last reviewed: 05/2022
Next revision: 05/2024
Status: Approved by Board
Reference: N/A
Lead author: CFO

PURPOSE

To aid in financial stability of the Partnership Health Center (PHC) while providing needed medical services to our patients.

POLICY/PROCEDURES

Vasectomies are an important part of family planning and are paid for by many insurances. An alternate sliding scale is applied to this service (see the scale below). The procedure is scaled to not provide a barrier to care. It is noted that it is important that any patient requesting a vasectomy is counselled and the 30 day waiting period is applied before the procedure, documented on the correct forms.

- Sliding Fee Scale A: \$100
- Sliding Fee Scale B: 75% discount from full fee
- Sliding Fee Scale C: 50% discount from full fee
- Sliding Fee Scale D: 25% discount from full fee
- Sliding Fee Scale E: Full fee



Partnership Health Center

Board of Directors' Monthly Meeting

PHC Pre-Meeting Session 11:25a.m. – Cindy Stergar with Montana Primary Care Associate – 330 Requirements and the Board's governance role

AGENDA

September 27, 2024 12:00 P.M. – 1:30 P.M.

WEINBERG CONFERENCE ROOMS | 401 Railroad St. W, Missoula

Virtual: [Click here to join the meeting](#) | Meeting ID = 281 930 063 75 | Passcode: jGkWKf

Or call in (audio only) [+1 312-702-0492,407787355#](#) | Phone Conference ID: 407 787 355#

A Board quorum is currently six members, with a majority of patient Board members (P/M). We value your time and try to keep the meeting length to a minimum. We need a quorum to conduct business immediately upon Call to Order. When calling in, please mute your phone to prevent background noise from carrying through. **If you need to leave before the meeting adjourns, please notify attendees at the time you vacate.**

- | | | |
|--------------|---|-------|
| I. | Call to Order | 12:00 |
| II. | Acknowledgement of Land Stewards – stated below ¹ | 12:01 |
| III. | Public Comments regarding Agenda and Non-Agenda Items | 12:05 |
| IV. | Referrals/Comments from Board Members | 12:10 |
| | • Board Member Conflict of Interest Disclosures* | |
| V. | Committee updates | 12:15 |
| | • Executive/Finance Committee (EFC) | |
| VI. | Topics requiring Motions/Discussion | 12:30 |
| | • Strategic Plan Review – January full or half day meeting | |
| | • November 29, 2024 and December 27, 2024 Board Meetings – move to November 22 and December 20 respectively due to holidays | |
| | • Financial Policy Review* (<i>Motion requested to approve/acknowledge</i>) | |
| | ○ Purchasing and Accounts Payable Policy | |
| | ○ Conducting the Federal Audit | |
| | ○ Subrecipient Monitoring | |
| | ○ Vasectomy Fee and Alternate Sliding Fee Schedule | |
| VII. | Chief Executive Officer (CEO) Presentation: (<i>Motion proposed to accept presentations</i>) | 1:10 |
| | • Leadership Reports/Info* | |
| VIII. | Chief Financial Officer (CFO) Report* (<i>Motion proposed to approve report</i>) | |
| IX. | Consent Agenda: (<i>Motion requested to approve/acknowledge items as presented</i>) | 1:25 |
| | • Other Reports/Info | |
| | ○ Fully Executed Contracts* | |
| | • Board of Directors' – Full and Committee Minutes/Reports | |
| | ○ Board of Directors' 08/09/24 Meeting Minutes <i>Approval*</i> | |
| | ○ Executive/Finance Committee 07/31/24 Minutes Review* | |
| | ○ Quality Improvement Committee (QIC) 08/06/24 Minutes Review* | |
| | ○ Quality and Corporate Compliance Committee (QCCC) 07/2024 Minutes Review* | |
| | ○ Credentialing Committee 08/2024 Minutes Review* | |
| X. | Next Board Meeting date: September 13, 2024 | |
| XI. | Adjournment (<i>Motion requested to adjourn meeting</i>) | 1:30 |

¹Partnership Health Center respectfully acknowledges that we occupy the traditional homelands of the Séliš, Qlispé, and Ktunaxa-Ksanka nations. We also recognize that these lands are a site of trade, medicine gathering, healing, and travel for other Native tribes in the area and is still home for many Indigenous people. We extend our gratitude for those who have stewarded this land since time immemorial.

We acknowledge that the health care system has played a role in the oppression of Indigenous peoples. We commit to ongoing learning about the impact of colonization on the health and wellbeing of Indigenous peoples, and we commit to meaningful action that reverses health disparities.

(*) Enclosed in Packet

Consent agenda: The items listed under the consent agenda (information items) are considered to be routine matters and will be approved by a single motion of the Board without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda for discussion.

Action items (outside of Consent Agenda) are in blue

Board packet copies available to the Public upon request and/or posted within public meeting announcement.

Email to request packets: walkerb@phc.missoula.mt.us

2024 Monthly Board Meeting Dates:

<i>January</i>	<i>01/12/2024</i>
<i>February</i>	<i>02/09/2024</i>
<i>March</i>	<i>03/08/2024</i>
<i>April</i>	<i>04/12/2024</i>
<i>May</i>	<i>05/10/2024</i>
<i>June</i>	<i>06/14/2024</i>
<i>July</i>	<i>07/12/2024</i>
<i>August</i>	<i>08/09/2024</i>
<i>September</i>	<i>09/13/2024</i>
<i>October</i>	<i>10/25/2024</i>
<i>November</i>	<i>11/29/2024</i>
<i>December</i>	<i>12/27/2024</i>