

TRACEY WASGIND

Public Accountant



Client: Riverland Division of General Practice
Period: 31/10/2011
Subject: General Queries

General Rule: 33% of budget used

Please insert answers in cream boxes and return

Department Aboriginal SD (please expand full name for narrative reports)**Class 17. APHCAP- Aboriginal Primary Health Care Project Completion : 30/06/2012**

Program Funds of 25% has been received, this is behind the benchmark of 33%. Please Explain

Another payment is due. Will be invoiced in November.

Admin Costs are low at 29% of budget. Please Explain

Insurance & IT expenses have not yet been incurred

Salaries are slightly high at 35% of budget. Please Explain

*Due to wages allocation being taken fortnightly***Class 20. Aboriginal Outreach Worker Project Completion : 30/06/2012**

Admin Costs are low at 28% of budget. Please Explain

Telephone & Internet and Accounting & Auditing have not yet been incurred

Salaries are slightly high at 35% of budget. Please Explain

*Due to wages allocation being taken fortnightly***Class 24. CCSS- Care Coordination and Supplementary Services Program Project Completion : 30/06/2012**

Program Funds have received 70% of budget. Please Explain

As per contract

Salaries are slightly high at 35% of budget. Please Explain

*Due to wages allocation being taken fortnightly***Class 24.1 Supplementary Service Project Completion : xx/xx/201x**

Various activity has taken place, however no budget exists. Will a budget be implemented and when?

*Initial amount given, now we can invoice GPSA as the expenses occur. No formal budget will be put in place as we are funded on a needs basis at this stage.***Department Mental Health SD (please expand full name for narrative reports)****Class 10 RPHSP - Rural Primary Health Services Program Project Completion : 30/06/2013**

Program Funds have received 50% of budget. Please Explain

As per contract

Salaries are slightly high at 35% of budget. Please Explain

*Due to wages allocation being taken fortnightly***Class 15.1 ATAPS 1- Access to Allied Psychological Services Initiative Project Completion : 30/6/2012**

Program Funds have received 50% of budget. Please Explain

As per contract

Admin Costs are low at 28% of budget. Please Explain

Insurance expense not yet incurred, Telephone & Internet not yet taken

Payments to Allied Health Prof are low at 7% of budget. Please Explain

Most of the contractors have used committed funds from 2010/11 for the first part of the year, expected to increase.

Salaries are slightly high at 35% of budget. Please Explain

*Due to wages allocation being taken fortnightly***Class 15.2 ATAPS 2 - Access to Allied Psychological Services Initiative Project Completion : 30/6/2012**

Program Funds have received 50% of budget. Please Explain

As Per contract

Admin Costs are low at 20% of budget. Please Explain

Insurance expense not yet incurred

Salaries are slightly high at 35% of budget. Please Explain

Due to wages allocation being taken fortnightly

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Class	15.3 ATAPS 2sp - (please expand)	Project Completion : 30/6/2012
Program Funds have received 50% of budget. Please Explain	<i>As Per Contract</i>	
Admin Costs are low at 26% of budget. Please Explain	<i>Insurance expense not yet incurred</i>	
Payment to Allied Health Prof has no expenditure compared with budget. Please Explain	<i>Expenses will be incurred on a as need basis. No expenditure against this years budget at this stage.</i>	
Class	16. Shared Care- Mental Health Shared Care Program	Project Completion : 30/06/2013
Program Funds have received 50% of budget. Please Explain	<i>As per contract</i>	
Class	19. Fab Scouts	Project Completion : NA
As a holding account there is a surplus of \$13,800. How is this being monitored? Are you reporting to an extrnal party on a regular basis? Please expand.	<i>This is funded via various dontations, We journal expenses as they occur, when the funding is gone the services will cease</i>	
Class	44. ACAI- Aged Care Access Initiative	Project Completion : 30/6/2012
Program Funds have received 95% of budget. Please Explain	<i>as per contract</i>	

Department Youth SD (please expand full name for narrative reports)

Class	22. Headspace	Project Completion : 30/06/2014
Program Funds have received 59% of budget. Please Explain	<i>As per contract</i>	
Admin Costs are low at 23% of budget. Please Explain	<i>Various admin expenses have not yet incurred</i>	
Other Program Exp are low at 1% of budget. Please Explain	<i>Minimal expenditure to date, expected to increase</i>	
No expenditure has occurred for Payments to GPs or Trave/Accom to date. Please Explain	<i>Payments to GPs come closer to EOFY in a lump sum, Travel and Accom to be used by hs manager for conferences</i>	
Class	23. Carryover - Headspace	Project Completion : 30/06/2014
Program Funds of 28% have been received. Please Explain	<i>based on funds received from Medicare for GP clinics</i>	
Other Prog Exp has are low at 23% of budget. Please Explain	<i>will be expended by EOFY</i>	
Class	7. ICAN (Innovative Community Action Network)	Project Completion : ongoing
No comments: however could you please expand the name above	<i>Innovative Community Action Network</i>	
Class	8. Crèche - Child Care Services Support Program	Project Completion :30/06/2012
Program Funds have received 50% of budget. Please Explain	<i>As per contract</i>	
Admin Costs are low at 20% of budget. Please Explain	<i>Insurance not yet incurred, Other lines to be journaled</i>	
Occupancy/Rent is high at 42% of budget. Please Explain	<i>Services will cease in school holidays, which will see adecreas in exenditure over this time.</i>	
Other Prog Exp is low at 10% of budget. Please Explain	<i>Money not yet expended, expected to be used by EOFY</i>	

Department Other SD (please expand full name for narrative reports)

Class	4. ACE	Project Completion 30/09/2011
No comments project complete.		

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Department Programs (Please expand full name for narrative reports)

Class 11. RDWA - Rural Doctors Workforce Agency **Project Completion : xx/xx/20xx**

This program has no transaction yet. When are you expecting confirmation of the contract? *Unsure, Bron following up and will clarify upon return from AL*

Class 12. NPS - National Prescribing Services **Project Completion : 30/06/2014**

Contractors & Consultants are low at 1% of budget. Please Explain *To be used for DATIS visits in lump sums, may be carried over to 2011/12, acceptable under contract guidelines*

Prof Dev Staff are high at 46% of budget. Please Explain *Program Officer required to attend annual conference.*

Class 42. NiGP- Nursing in General Practice **Project Completion : 15/08/2011**

No Queries Project Finished

Class 46.2 CPNI- Country Practice Nurse Initiative Cardiac **Project Completion : xx/xx/20xx**

No Queries Project Finished

Class 46.3 CPNI- Country Practice Nurse Initiative Asthma **Project Completion : xx/xx/20xx**

No Queries Project Finished

Class 6 GPII DoHA- General Practice Immunisation Incentive Scheme **Project Completion : 30/06/2012**

No queies

Class 9. WSRGP - Workforce Support for Rural General Practitioners Program **Project Completion : 30/06/2012**

Admin Costs are high at 43% of budget. Plesae Explain *An expense has been incurred for the GP Welcome Event which may be moved to 18. Operations.*

Meetings & Events are high at 79% of budget. Please Explain *AGM & GP welcome event expenses, likely to either slowdown or additional expenses will come from 18*

Payments to GP's have no expenditure compared with budget. Please Explain *Lump sum payment closer to EOFY*

Department Admin (Please expand full name for narrative reports)

Class 1. DoHA Core- Division's Core Funding **Project Completion : 30/06/2012**

No interest income has been received. Please Explain *To be journalled over from 18 on a 6 monthly basis*

Business Dev has spent \$4,091, however no budget existed. Has no yet been reallocated from other budget lines. *Expenses relating to the Medicare Local submission which are able to be charged to this funding source.*

Contractors & Consultants are high at 51% of budget. Please Explain *SAI Global Audit costs which are able to be charged to this funding source.*

Meeting & Events are low at 14% of budget. Please Explain *Expected to be expended by EOFY*

Travel & Accom are low at 7% of budget. Please Explain *Expected to be expended by EOFY*

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Class	18. Operations	Project Completion N/A
Program Funds have received 13% of budget which is low. Please Explain		<i>Currently reviewing income and budget lines to more effectively reclassify the types of income RDGP receives.</i>
Other Income have received 85% of budget which is high. Please Explain		<i>as above</i>
Total Exp at 25% budget. Accepted as Depn not yet journalled.		
Class	99. Motor Vehicles	
MV Exp of \$1,030. Please review transactions to ensure no error exist? Please Explain findings.		<i>It has now returned to surplus, account varies depending on usage.</i>
Class	99. Wages	
Salaries Exp of minus \$44,338. Please review transactions to ensure no error exist? Please Explain findings.		<i>Some funds are to be returned to 15.1 & 15.2 for funding to allied health prof. (approx \$15k). Some will be used to reduce the amount of wages we are taking from 18.</i>

Balance Sheet Report

No queries

Accounts Receivable

What is being done to collect the debts out standing for more than 90 days totalling \$57,833.

To be followed up, \$49,500 is a headspace payment due when they approve reports

Headspace of \$49,500 outstanding over 90 days. When is money expected, what is the possible hold up?

as above

Accounts Payable

No Issues

If any of these comments or queries warrant alteration: Please do them and ensure they are dated prior 31 October 2011