

2018 Preliminary Budget

Count	<u>2016 Act</u>	<u>2017 Est</u>	<u>2018 prel</u>
Dental	688	710	700
Medical	4477	4300	4000

Income

Dental Income			
Adjustments	\$(33,022)	\$(31,227)	\$(33,437)
Patient Income	\$124,592	\$134,184	\$140,000
Total Dental	\$91,571	\$102,957	\$106,563
Patient Income			
Adjustments	\$(172,259)	\$(186,930)	\$(178,314)
Patient Procedures		\$15,000	\$5,000
Patient Service Income	\$569,627	\$603,930	\$605,000
Total Patient Income	\$419,646	\$432,000	\$431,686
Other Income	\$13,481	\$4,000	\$7,693
Services		\$500	\$167
Medication		\$1,500	\$1,000
Meaningful Use			
Medicare Cost Report	\$31,215	\$27,000	\$37,550
Total Other	\$44,696	\$33,000	\$46,410
Total Income	\$555,912.71	\$567,957.00	\$584,659.07

Expenses

Dental Expenses			
Billing	\$5,805	\$4,730	5,500
Accounting	\$905	\$600	743
Advertising	\$367		200
Dental Payroll Taxes	\$3,290		\$4,626
Utilities			
Repairs and Maint		\$750	500
Dental Wages (Dentist)	\$41,386	\$41,000	\$54,420
Dental Telephone			
Dental Office Supplies	\$151	\$200	200
Software			
Dental Lab	\$5,307	\$4,100	4,100
Dental Insurance	\$840		719
Dental Contract Labor			
Dental Travel	\$2,720	\$2,700	2,970
Dental Professional Pay(Hygiene)	\$13,720	\$15,000	\$14,520
Dental Supplies	\$7,879	\$8,400	9,000
Dental Dues and Subscriptions	\$569	\$730	500
Dental License Fees	\$1,243	\$1,367	500
Dental Tuition and Fees	\$100		100
Dental Memberships	\$1,426	\$1,498	1,600
Dental other	\$2,140	\$2,000	2,000
Total Dental Expense	\$87,848	\$83,075	\$102,198
Accounting			
LCAMC	\$6,065	\$6,000	10,000
LFHSD	\$2,469	\$2,000	3,000
Billing Fees	\$25,090	\$22,000	22,000
Total Accounting	\$33,624	\$30,000	\$35,000
Advertising		\$10,000	
LFHSD	\$491	\$400	1,000
LCAMC	\$1,139	\$1,200	15,000
Audit- LFHSD	\$4,100	\$4,250	4,200

	<u>2016 Act</u>	<u>2017 prel</u>	<u>2018 prel</u>
Bank Charges	\$2,943	\$2,900	500
Bank Card Fees	\$1,680	\$1,600	3,000
Cash Over Short	\$(0)		8
Collection Fees			0
Computer			
Maintenance Contracts	\$29,454	\$5,000	5,000
Software	\$331	\$3,600	3,400
Services	\$2,446	\$1,200	3,005
Hardware	\$242	\$1,000	1,800
Internet	\$1,188	\$1,200	1,200
Contract Labor			\$28,800
Other		\$7,000	5,000
Total Computer	\$33,661	\$19,000	\$48,205
Courier	\$2,310	\$2,400	3,500
Dues and Subscriptions	\$2,247	\$2,400	3,500
Entertainment/Meals	\$2,645	\$3,000	2,000
Other	\$2,394		
Staff Training	\$13,114	\$12,000	11,658
Insurance			
Employee Health	\$44,853	\$48,000	60,000
Malpractice	\$8,889	\$10,000	12,000
Property and Liability	\$7,885	\$10,000	8,300
Total Insurance	\$61,627	\$68,000	\$80,300
Lab		\$-	185
Radiologist Interpretation	\$5,754	\$3,900	5,083
Licenses and fees	\$7,181	\$5,000	6,000
Personnel Expense			
Payroll Tax	\$40,000	\$43,760	\$36,828
Wages	\$475,729	\$516,000	\$416,337
Workman's Comp	\$6,091	\$9,500	9,602
H S A	\$6,950	\$7,200	6,800
Other		\$-	12,116
Total Personnel	\$528,771	\$576,460	\$481,682
Pharmacy Consultant	\$3,155	\$2,800	3,000
Postage	\$2,225	\$2,400	2,320
Repair and Maintenance			
Building	\$6,809	\$12,000	7,000
Cleaning	\$15,861	\$14,000	\$16,930
Equipment	\$4,605	\$31,000	5,000
X-ray	\$1,200	\$2,500	1,400
other			
Total Repair and Maint	\$28,475	\$59,500	\$30,330
Supplies			
Pharmacy	\$41,556	\$35,000	35,000
Lab	\$18,659	\$17,500	21,000
Medical	\$10,228	\$14,000	11,000
Office	\$9,117	\$8,500	10,000
General	\$196	\$1,200	
Other			\$1,300
Total Supplies	\$79,756	\$76,200	\$78,300

	<u>2016 Act</u>	<u>2017 prel</u>	<u>2018 prel</u>
Telephone	\$6,798	\$6,800	8,000
Travel			
Utilities			
Cable	\$349	\$360	400
Electric	\$15,775	\$14,500	14,000
Propane	\$22,583	\$21,000	21,000
Water Sewer	\$960	\$800	960
EMS Reimbursement	\$(15,000)	\$(17,000)	\$(15,627)
Total Utilities	\$31,465	\$19,660	\$20,733
Waste Management			
Bio Waste	\$14,148.18	\$13,000.00	13,000
Sanitation	\$2,465.00	\$2,200.00	2,400
Other	\$4,740.00	\$1,500.00	2,080
Total Expense	\$957,958	\$999,645	\$963,184
Net Operating	\$(402,045)	\$(431,688)	\$(378,525)
<u>Other Income</u>			
Other Income			
Donation Income	\$3,865	\$3,000	3,000
Grant Income	\$924	\$31,000	11,087
Interest Income	\$850	\$750	1,100
Health District Income			
1% Motor Vehicle	\$549	\$600	608
Sales Tax	\$144,557	\$141,000	142,594
Property Tax	\$331,656	\$332,261	\$313,538
Specific Ownership Tax	\$23,551	\$18,000	21,266
Total District Income	\$500,313	\$491,861	\$478,006
Total Other Income	\$505,952	\$526,611	\$493,193
District Expense			
5% Treasurer's Fee	\$17,512	\$16,613	\$15,677
Reimbursement of tax overpay 2017			\$1,675
BOD Expense's	\$100	\$1,000	877
BOD Training		\$-	10
BOD Minutes		\$-	0
Legal Fees	\$3,431	\$2,500	2,096
Fund Raising Exp		\$-	0
BOD Election Fees			\$20
BOD Seminars	\$590	\$850	1,000
Other	\$2,504	\$1,000	1,600
Total District Expense	\$24,137	\$21,963	\$22,955
Net other income	\$481,815	\$504,648	\$470,238
Net Income	\$79,770	\$72,960	\$91,713
Operating Income	\$74,131	\$38,210	\$76,526
ACTUAL NET INCOME PER FINL	\$(105,705)	\$(112,040)	\$(93,287)
PER FINL STMT	\$(105,705) NA	NA	

Job Title **Medical Director/Physician Member**

Department: **Certified Rural Health Clinic – Lake City Area Medical Center**

I. Basic Job Summary

The Medical Director/Physician member provides the medical direction for the clinic's healthcare activities and consultation for and medical supervision of the nurse practitioner and/or physician's assistant and other healthcare staff unless otherwise delegated. In conjunction with the physician's assistant and/or nurse practitioner member(s), the physician participates in developing, executing and periodically reviewing the clinic's written policies and the services provided to Federal program patients. The Medical Director/Physician member is responsible for providing backup and support for the midlevel providers as well as leadership and guidance for the clinic staff, in order to continue to provide 24/7 top quality healthcare in a remote, rural area.

II. Responsibilities:

1. Provide physician services to patients of the clinic
2. Be available for consultation, assistance with medical emergencies and referral by the clinic's physician extender member(s)
3. Provide medical supervision of all clinic medical staff including mid-level providers
4. Assist with the development, carrying out and periodic review of clinic policies, protocols and collaborative practice agreements
5. Comply with all appropriate requirements for clinic quality assurance and certification
6. Review and co-sign all patient records containing orders for prescription drugs and others as stipulated in the clinic policies and procedures
7. Maintain current DEA certificates in clinic personnel file
8. Participate in chart audits as requested
9. Maintain MD/DO licensure and board certification/eligibility
10. Must maintain current PALS, ACLS, ATLS
11. Must have clear written & verbal communication skills

III. Hours

~~Minimum the~~ Medical Director/Physician member will provide direct primary patient care, office based care, as well as urgent and critical care, and stabilization for patient transports. Hours will be established and agreed upon between the Medical Director and Board of

~~Directors. of the clinic will be present for sufficient periods of time, at least 2 hours a day to provide the medical direction, medical care services, consultation and supervision of clinic staff.~~

Minimum "Rural Health Clinic Guidelines" require that the Medical Director/Physician member of the clinic ~~will~~ be present for sufficient periods of time, a minimum of least once in every 2 week period (except in extraordinary circumstances) to provide the medical direction, medical care services, consultation and supervision of clinic staff.

IV. Supervision

To the extent that this certified rural health clinic employs a Family Nurse Practitioner or Physician Assistant, the Medical Director will:

1. Insure maintenance of an appropriate set of standing orders.
2. Provide on-site consultation on a daily basis.
3. Generally be Aavailable or arrange for to provide telephone consultation during all of the medical clinic's office hours, after hours, weekends, and holidays.

V. Education Requirement

Doctor of Medicine or Doctor of Osteopathic Medicine will have a degree from an accredited ~~United States~~ medical school. ~~A foreign medical school degree is acceptable if specialty training/residency was completed in the United States.~~ Medical Director Mm must be licensed to practice medicine in the State of Colorado prior to beginning employment.

VI. Experience

Completion of accredited family practice residency program required. At least five years' experience in Primary Care/Urgent Care practice preferred. Applicant may not have any unresolved malpractice suits pending against him/her and shall not have any unresolved complaints on file in any state where he/she has license to practice medicine. ~~Computer literacy preferred.~~