



## Financial Management

### Certification Forward Process

An automated certification process performs complicated calculations and creates files for systematic uploading of the state's accounting system. For more information, please contact Janet Parramore at (850) 921-9141 or [parramoj@ahca.myflorida.com](mailto:parramoj@ahca.myflorida.com). 2007 AHCA-009

### Streamlined Analysis for Salary Projections

A salary and benefits worksheet facilitates quarterly projections with increased accuracy and time savings. For more information, please contact Tom Denmark at (850) 922-8414 or [denmark@ahca.myflorida.com](mailto:denmark@ahca.myflorida.com). 2007 AHCA-010

### Contract Financials

A software program titled "D Carter" automates contract, invoice payment, and expenditure reconciliation processes. Custom toolbars open all work files relating to a specific contract with one keystroke. A built-in graph shows actual versus expected expenditures. Error messages spotlight atypical balances. For more information, please contact Curtis Hatcher at (850) 413-9389 or [curtis\\_hatcher@dcf.state.fl.us](mailto:curtis_hatcher@dcf.state.fl.us). 2007 DCF-028

### Streamlined Process Tracking of Medical Bills

Streamlining receipt, assignment and processing of bills submitted for the Medically Needy program, saved the Department of Children and Families Ft. Lauderdale office approximately \$50,000 in reduced paper, storage costs, processing time and salary dollars. For more information, please contact John Heckathorne at (954) 818-5685 or [john\\_heckathorne@dcf.state.fl.us](mailto:john_heckathorne@dcf.state.fl.us). 2007 DCF-060

### Automated Reconciliation System

A system automatically matches Department of Financial Services and Department of Children and Families accounting records, autoposts clear dates for most outstanding line items, and automatically sends weekly reminders of transactions needed and unclear items that are not reconciled. For more information, please contact Mike Wolfe at (850) 488-6404 or [Mike\\_Wolfe@dcf.state.fl.us](mailto:Mike_Wolfe@dcf.state.fl.us). 2007 DCF-086

### Increased Revenues from Social Security Reimbursement Claims

A quality management approach was used to improve vocational rehabilitation claims for social security reimbursement. A process map of the previous system identified tracking and submission problems. Program procedures were revised and an instructional guide was developed to provide users with better data. Claim reimbursement revenue increased by \$1.5 million in one year. For more information, please contact Harold Thornton at (850) 245-3270 or [Harold.Thornton@vr.fldoe.org](mailto:Harold.Thornton@vr.fldoe.org). 2007 DOE-019



### **Reimbursement for Rabies Vaccine**

An initiative to obtain reimbursement for the state pharmacy rabies vaccine program that previously was uncollectible provided \$37,263 of reimbursement for the Lee County Health Department. This initiative insures that individuals exposed to rabies receive the vaccine even if they do not have the ability to pay. For more information, please contact Robert South at (239) 332-9580 or [Robert\\_south@doh.state.fl.us](mailto:Robert_south@doh.state.fl.us). 2007 DOH-018

### **Screening Process Reduces Laboratory Costs**

A screening process for reviewing laboratory vendors' invoices identifies and tracks pending and subsequently approved Medicaid applications through the FLORIDA computer system. Thousands of dollars in lab costs are saved. For more information, please contact Lisa Corey at (386) 437-7350 or [Lisa\\_Corey@doh.state.fl.us](mailto:Lisa_Corey@doh.state.fl.us). 2007 DOH-021

### **Fixed Capital Outlay Financial Tracker System**

The productivity of fixed capital outlay staff is increased via a system that inputs data required for creation and maintenance of financial exhibits, populates a database that maintains balances as project managers pay invoices, and builds an automated history. For more information, please contact Jim Chandonia at (850) 245-4444 ext. 3168 or [jim\\_chandonia@doh.state.fl.us](mailto:jim_chandonia@doh.state.fl.us). 2007 DOH-049

### **Increased Collection of Cost of Care Fees**

An automated billing system and improved business processes increased collection of Department of Juvenile Justice monthly cost of care fees by more than 75% (\$1,434,424 in 2004-05 to \$2,582,061 in 2005-06). For more information, please contact Johnny Siets (850) 921-2084 or [Johnny.siets@djj.state.fl.us](mailto:Johnny.siets@djj.state.fl.us). 2007 DJJ-006

### **Reduced Salary Overpayments**

A process and training program for performing bi-weekly systems payroll checks to ensure that over-payments do not occur saved the Department of Juvenile Justice more than \$250,000 in 2006. For more information, please contact Catherine Chandler at (850) 921-6737 or [Catherine.Chandler@djj.state.fl.us](mailto:Catherine.Chandler@djj.state.fl.us). 2007 DJJ-007

### **Increased Investment Earnings**

Increasing the investment budget authority, decreasing the amount left un-invested, and more timely investment of funds earned the State University System Optional Retirement Program trust fund \$24,772 more in 2005-06 than in 2004-05. For more information, please contact Bob Henning at (850) 413-9381 or [bob.henning@dms.myflorida.com](mailto:bob.henning@dms.myflorida.com). 2007 DMS-010

### **Expenditure Tracking Program**

An expenditure tracking program enables managers to know, in real time, how much money has been spent or committed, and how much remains in the fiscal year budget allocation. A search function determines the amount of money that has been spent for travel and how much of each employee's travel expenses have been used. For more information, please contact Cesar Ricardo at (954) 475-4102 ext. 136 or [cesar.recardo@dot.state.fl.us](mailto:cesar.recardo@dot.state.fl.us). 2007 DOT-024



### **Financials Data Warehouse for Encumbrance Reporting**

A data warehouse system at the University of Central Florida features enhanced reporting views of historical and current financial data, plus budget and encumbrance data. This provides departments across the university with a controlled and comprehensive view of activity against departmental and project budgets. The warehouse is also used as an internal grants tracking database. For more information, please contact Rebecca Vilsack at (407) 882-1093 or [rvilsack@mail.ucf.edu](mailto:rvilsack@mail.ucf.edu). 2007 UCF-007

### **Retirement Plan for Temporary Employees**

A retirement plan for temporary employees at the University of Florida saved the university more than \$4 million in Social Security taxes. For more information, please contact Paula Varnes Fussell at (352) 391-4621 or [pvarnes@ufl.edu](mailto:pvarnes@ufl.edu). 2007 UF-004