

UR Budget

Demo Days Meeting

April 2017



Chatting for Zoom Participants

For those joining the Zoom:

- 1) Please access the chat feature at the top of your screen
- 2) Please chat directly with _____
(She will then pose the questions on your behalf)
- 3) Select ____ in the drop down menu in the chat window (do not select “everyone”) →





Agenda

- Project Objectives
- Project Structure
- Legacy Systems compared to UR Budget
- Impacts to Users
- UR Budget “Components”
- Timeline
- Communications
- Training Approach
- Next Steps



Project Objectives

- Replace existing Internet Budgeting System (IBS) used by River Campus and Web Budget System used by URMCC with a single, unified application utilizing Axiom software
- The new UR Budget system is essential for improving the development of the total Consolidated University Budget
- Provide additional functionality to enable better transparency to budget data
- Enhanced reporting capabilities



Impact to Users

- User interface to change from web based to Excel based
- Budget development will be performed primarily within the UR Budget application versus shadow systems (i.e. Excel)
- Provider model planning introduces a provider based approach that is different from an FAO based planning approach
- Budget schedule will require earlier input of budget details
- Budget amounts will be spread to months rather than just a full year's budgeted amount



Project Structure





Activity	2016							2017							2018					
	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb - Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	
Design						HOL	HOL													
Build																				
Test																				
Develop End User Training																				
Documentation																	HOL	HOL		
Change Management																	HOL	HOL		
End User Training																				
Release & Stabilization																				→

- Go-Live Date set for November 2017 for FY19 Budget

Provider
Go/No Go
Decision

Go-Live
Nov. 1, 2017



Legacy Systems Compared to UR Budget

EBRC 2018
Category: SC3000

FAO Summary

EO: 0021206 - Susan B. Anthony Ctr
Company: CH010 - Central Administration
Made: Calculated

Category	Description	FY18 BUD	FY17 OP Budget	AA's	FY18 OP Budget	Salary Budget	Ledger
SC3000	Based On	\$0.00	\$0.00	\$1,000.00	\$1,000.00		44000
SC3000	Abolished 18A Unmarked Cases	\$0.00	(\$4,873.11)	(\$5,900.00)	(\$4,873.00)		36000
SC3000	Self-Insured	\$10,000.00	\$6,276.76	\$0.00	\$6,276.76		75000
SC3000	Construction Construction	\$1,000.00	\$0.00	\$0.00	\$0.00		82000
SC3000	Construction Other	\$1,500.00	\$797.88	\$0.00	\$797.88		81500
SC3000	Construction Transportation	\$4,000.00	\$0.00	\$0.00	\$0.00		82500
SC3000	Mail/Pollution Services	\$1,500.00	\$0.00	\$0.00	\$0.00		91510
SC3000	Copies	\$1,000.00	\$0.00	\$0.00	\$0.00		92500
SC3000	Copies	\$0.00	\$0.00	\$0.00	\$0.00		92500
SC3000	Phone Services	\$0.00	\$0.00	\$40.00	\$40.00		93500
SC3000	Phone	\$0.00	\$0.00	\$8.82	\$8.82		93500

Operating Budget Portal

Inside URM: 2017 / Operating Budget Requests

Highland Hospital
Calendar
Training Workshops
Instructions
Division Contacts
Budget System
Reporting
Administrator

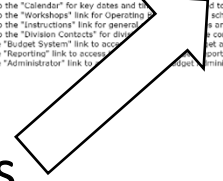
Announcements

Title	Modified
FY18 URM: Budget Meeting Presentation	1/24/2017 8:30 AM
FY18 MC Operating Budget Menu	1/24/2017 9:32 AM
FY18 HSD Operating Budget Approach	12/12/2016 4:19 PM
Admin: Admin	1/24/2017 8:30 AM

WARNING!
This system is for authorized personnel only. Use of the Operating Budget application is logged and unauthorized access will be reported.

Browser Recommendation
It is recommended that users of the Operating Budget use either of the following browsers:
- IE v9.0 or higher (You should not be prompted for network credentials. If you are prompted to provide login information, please click [here](#) for instructions on how to prevent this).
- Latest version of Firefox and Chrome should work, but have not been tested thoroughly (Click [here](#) to find out why Firefox prompts for Login).

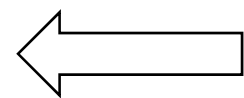
Quick Launch Overview
- Refer to the "Calendar" for key dates and schedules.
- Refer to the "Workshops" link for Operating Budget and division specific content.
- Refer to the "Division Contacts" for division contact information.
- Use the "Budget System" link to access the Operating Budget application.
- Use the "Reporting" link to access the Reporting Portal.
- Use the "Administrator" link to access the System Administration functions.



Legacy Systems

FY18 SUMMARY SHEET
OP211475 - Cancer Center
CM040 - 040 School of Medicine and Dentistry

L Acct	FAC	Description	Method	FY16		FY17 YTD P6		FY17	
				Actuals	Actuals	Rev. Budget	Prelim Proj	Modifications	
		TOTAL REVENUE		0	0	0	0	0	0
		TOTAL EXPENSES		644,711	284,124	574,050	533,964	0	0
		TOTAL TRANSFERS		1,191	0	0	0	0	0
		NET		645,902	284,124	574,050	533,964	0	0
REVENUE									
		TOTAL REVENUE		0	0	0	0	0	0
SALARIES									
50000	SC57400	Clerical	From Db w Proj	15,938	8,351	13,900	16,701	0	0
50000	SC57550	Faculty HHS Salary Cap	Base + Changes	0	5,861	0	11,722	0	0
50000	SC58100	PAS Regular Salaries	From Db w Proj	272,411	114,905	285,150	229,810	0	0
50000	SC58400	Time as Reported	From Db w Proj	15,886	9,043	0	18,086	0	0
50000	SC58450	Undergraduate Student	From Db w Proj	10,167	4,322	0	8,645	0	0
50000	SC57600	Faculty Full Time Salaries	From Db w Proj	0	0	0	0	0	0
		TOTAL SALARIES		314,401	142,482	299,050	284,964	0	0
BENEFITS									
51000	SC46250	Staff Benefits	Ben Total	92,110	39,256	89,150	78,513	0	0



UR Budget

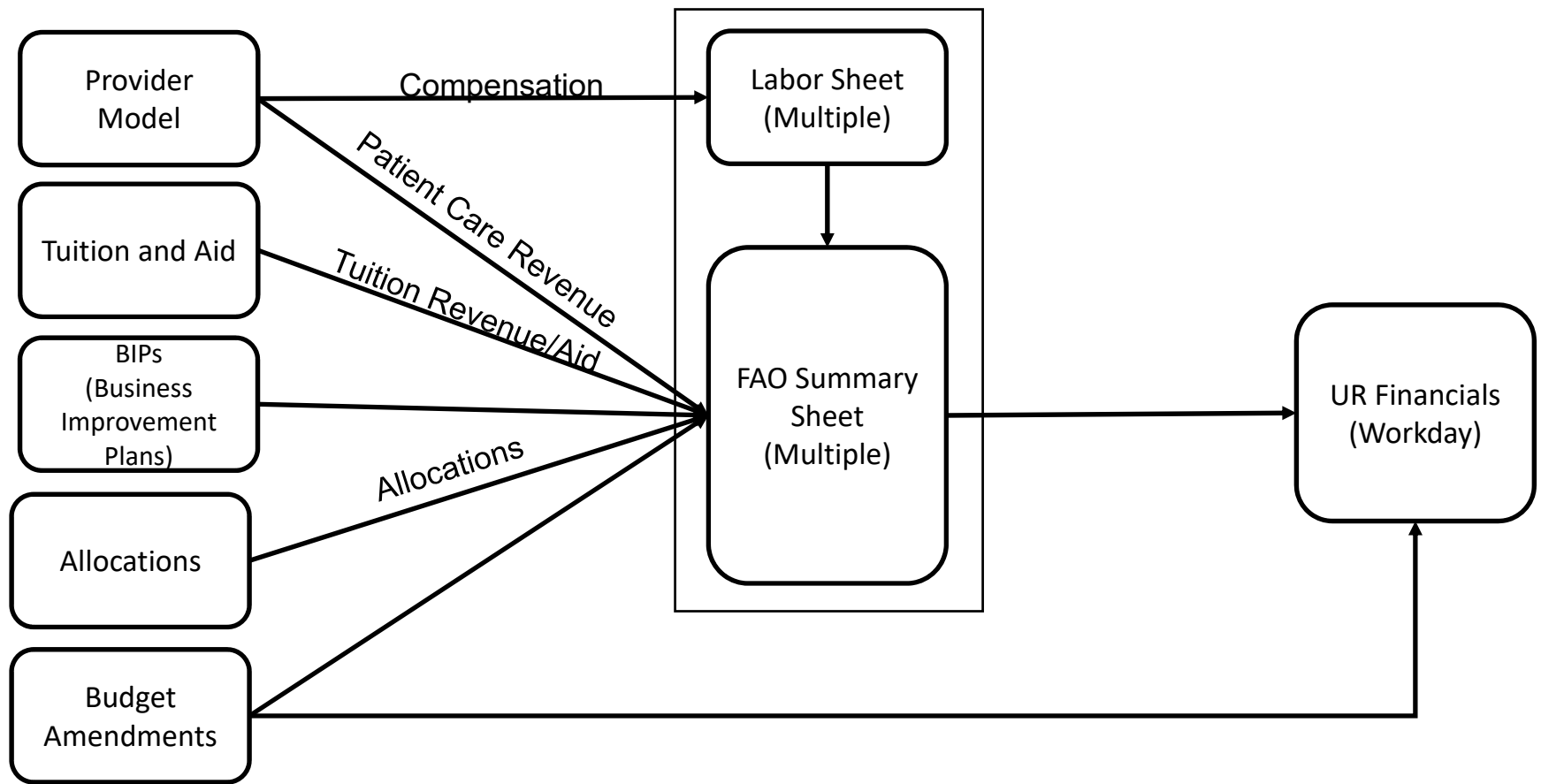


UR Budget - Component Overview

- Summary Sheet
- Labor Sheet
- Provider Model
- Tuition
- BIPs (Business Improvement Plans)
- Allocations
- Budget Amendments



UR Budget Data Flow





UR Budget – Summary Sheet

- Summary Sheet – 1 Per FAO

FY18 SUMMARY SHEET			View: Budget + Proj							
OP211475 - Cancer Center					Proj		Proj		Proj	
CM040 - 040 School of Medicine and Dentistry			FY16	FY17 YTD P6	FY17	FY17		FY17		
L Acct	FAC	Description	Actuals	Actuals	Rev. Budget	Prelim Proj	Modifications	Final Proj	Proj	
TOTAL REVENUE			0	0	0	0	0	0		
TOTAL EXPENSES			644,711	284,124	574,050	533,964	0	533,964		
TOTAL TRANSFERS			1,191	0	0	0	0	0		
NET			645,902	284,124	574,050	533,964	0	533,964		
SALARIES										
50000	SC57400	Clerical	15,938	8,351	13,900	16,701	0	16,701		
50000	SC57550	Faculty HHS Salary Cap	0	5,861	0	11,722	0	11,722		
50000	SC58100	PAS Regular Salaries	272,411	114,905	285,150	229,810	0	229,810		
50000	SC58400	Time as Reported	15,886	9,043	0	18,086	0	18,086		
50000	SC58450	Undergraduate Student	10,167	4,322	0	8,645	0	8,645		
50000	SC57600	Faculty Full Time Salaries	0	0	0	0	0	0		
>> ADD NEW FAC (dbl click)										
TOTAL SALARIES			314,401	142,482	299,050	284,964	0	284,964		
BENEFITS										
51000	SC46250	Staff Benefits	92,110	39,256	89,150	78,513	0	78,513		
51000	SC46250	Staff Benefits								
51000	SC46250	Staff Benefits (Lump Sum)								
>> ADD NEW FAC (dbl click)										
TOTAL BENEFITS			92,110	39,256	89,150	78,513	0	78,513		



UR Budget – Labor Sheet

- Labor Sheet – same plan file as Summary, new tab

FY18 SUMMARY SHEET			View: Budget + Proj							
OP211475 - Cancer Center										
CM040 - 040 School of Medicine and Dentistry										
L Acct	FAC	Description	Method	FY16 Actuals	FY17 YTD P6 Actuals	FY17 Rev. Budget	Proj FY17 Prelim Proj	Proj Modifications	Proj FY17 Final Proj	Proj
TOTAL REVENUE				0	0	0	0	0	0	
TOTAL EXPENSES				644,711	284,124	574,050	533,964	0	533,964	
TOTAL TRANSFERS				1,191	0	0	0	0	0	
NET				645,902	284,124	574,050	533,964	0	533,964	
SALARIES										
50000	SC57400	Clerical	From Db w Proj	15,938	8,351	13,900	16,701	0	16,701	
50000	SC57550	Faculty HHS Salary Cap	Base + Changes	0	5,861	0	11,722	0	11,722	
50000	SC58100	PAS Regular Salaries	From Db w Proj	272,411	114,905	285,150	229,810	0	229,810	
50000	SC58400	Time as Reported	From Db w Proj	15,886	9,043	0	18,086	0	18,086	
50000	SC58450	Undergraduate Student	From Db w Proj	10,167	4,322	0	8,645	0	8,645	
50000	SC57600	Faculty Full Time Salaries	From Db w Proj	0	0	0	0	0	0	
>> ADD NEW FAC (dbl click)										
TOTAL SALARIES				314,401	142,482	299,050	284,964	0	284,964	
BENEFITS										
51000	SC46250	Staff Benefits	Ben Total	92,110	39,256	89,150	78,513	0	78,513	
51000	SC46250	Staff Benefits	Ben From Db							
51000	SC46250	Staff Benefits (Lump Sum)	Ben Lump Sum							
>> ADD NEW FAC (dbl click)										
TOTAL BENEFITS				92,110	39,256	89,150	78,513	0	78,513	



UR Budget – Labor Sheet

- Labor Sheet – same plan file as Summary, new tab
- Contains individuals assigned to FAO

FY18 FAO Labor		CM040 - 040 School of Medicine and Dentistry												
		JOBCODE	Prov File	Home Co	Staff Faculty	Hrly Sal	Assign. %	BUD Std Hrs	FTE	Flag	9 or 12	Start Mth	Stop Mth	
TOTALS BY FAC/EARNCODE														
SC57400 Clerical									0.4					
Regular									0.4					
SC57600 Faculty Full Time Salaries									0.1					
Regular									0.1					
SC58100 PAS Regular Salaries									3.7					
Regular									3.7					
SC58400 Time as Reported									0.0					
Regular									0.0					
DETAILS BY FAC														
SC57400 - Clerical														
[Input Box]		J0595 - Accounting Bookkeeper IV	Not Provider	CM040	Staff	H	100%	17.50	0.44		12	1	[Input Box]	
TOTAL									17.50	0.44				
SC57600 - Faculty Full Time Salaries														
[Input Box]		J0001 - Professor	Medicine Endocrine	CM040	Faculty	S	0.06	40.00	0.06		12	1	0	
TOTAL									40.00	0.00				



UR Budget – Provider Model

- Provider Model – grouped by specialty or sub-specialty

Otolaryngology

Warning: 9 Rows outside %Tile Threshold starting on row 134

Provider Revenue, Stats, and Comp Budget

View: All

Provider / FAO / Metric	Company	FY16 Actuals	FY17 YTD Actuals	FY17 Curr. Budget	FY17 Projection	FY18 Budget	Flag	Comp New Rate	Comp Incentive	Comr
Target wRVU	CM091				5,118	5,118				
Incentive wRVU	CM091				0	0				
Total wRVU	CM091	0	2,559	0	5,118	5,118				
Encounters (Visits)	CM091	0	1,348	0	2,696	2,696				
Net Revenue	CM091	\$0	(\$293,366)	\$0	(\$586,732)	(\$586,732)				
Net Revenue / wRVU	CM091	\$0.0	(\$114.6)	\$0.0	(\$114.6)	(\$114.6)				
Collection Rate	CM091	0.0%	43.5%	0.0%	43.5%	43.5%				
Effort - Clinical	CM091	0.00	0.00	0.00	0.00	0.00				
Effort - Administrative	CM091	0.00	0.00	0.00	0.00	0.00				
Effort - Research/Academics	CM091	0.00	0.00	0.00	0.00	0.00				
Effort - Contract/Other	CM091	0.00	0.00	0.00	0.00	0.00				
Effort - Total	CM091	0.00	0.00	0.00	0.00	0.00				
Target Comp	CM091	\$23,750	\$142,500	\$0		\$285,000		285,000.00	0	
Comp Incentives	CM091	\$0	\$0	\$0		\$0				
Total Comp	CM091	\$23,750	\$142,500	\$0		\$285,000				
Benefits	CM091	\$0	\$0	\$0		\$48,935				
>> Add New FAO (DBL CLK)										
Totals										
Total Net Revenue		\$0	(\$293,366)	\$0	(\$586,732)	(\$586,732)				
Total Target wRVU					5,118	5,118				
Total Incentive wRVU					0	0				
Total wRVU		0	2,559	0	5,118	5,118				
wRVU Benchmark % Tile (Acad.)				9% Tile	17% Tile	17% Tile				
Total Encounters		0	1,348	0	2,696	2,696				
Total Cases		0	0	0	0	0				
Total FTEs		0.00	0.00	0.00	0.00	0.00				
Total Target Comp		\$23,750	\$142,500	\$0	\$0	\$285,000			0	
Total Comp Incentives		\$0	\$0	\$0	\$0	\$0			0	
Total Comp		\$23,750	\$142,500	\$0		\$285,000				
Total Comp Benchmark % Tile (Academic)				9% Tile		40% Tile				
Total Benefits		\$0	\$0	\$0		\$48,935				

Instructions PROVIDER



UR Budget – Tuition

- Tuition – allows detailed planning of tuition and aid

Tuition and Aid - 030 Eastman School of Music											
Tuition Programs	Enrollment - Budget FY17			Tuition - Budget FY17				Degree Plans - FY18			
	Enroll	Cr Hrs	Avg Cr Hrs	Method	\$ Rate	\$ Input	\$ Revenue	Enroll	Cr Hrs	Avg Cr Hrs	Method
FT Undergrad							0				
FT Undergrad Incoming	0	0	n/a	Enroll	0	0	0	145	0	0.0	Enroll
FT UG Soph	0	0	n/a	Enroll	0	0	0	125	0	0.0	Enroll
FT UG Juniors	0	0	n/a	Enroll	0	0	0	122	0	0.0	Enroll
FT UG Seniors	0	0	n/a	Enroll	0	0	0	140	0	0.0	Enroll
-> Double Click to Add Additional Detail											
FT Grad							0				
FT Grad DMA	0	0	n/a	Enroll	0	0	0	0	1,113	n/a	Cr Hrs
FT Grad PhD	0	0	n/a	Enroll	0	0	0	0	325	n/a	Cr Hrs
FT Grad MA	0	0	n/a	Enroll	0	0	0	0	125	n/a	Cr Hrs
FT Grad MM	0	0	n/a	Enroll	0	0	0	0	1,763	n/a	Cr Hrs
-> Double Click to Add Additional Detail											
Forte Program	0	0	n/a	Enroll	0	0	0	10	0	0.0	Enroll
ECMS							0				
Tuition Graduate Part Time	0	0	n/a	Enroll	0	0	0	0	0	n/a	Input
Tuition Non Matriculated Undergraduate	0	0	n/a	Enroll	0	0	0	0	0	n/a	Input



UR Budget – BIPs

(Business Improvement Plans)

- BIPs – template to document improvement plans

INFO BIP #20	
<i>Go To: Financials</i>	SMD Out of Award Liability
NARRATIVE	
SMD Out of Award Liability is 5.3M as of 1/31/17. These dollars do not generate ICR or direct grant revenue.	
UR FINANCIALS WORKTAGS	BUSINESS IMPROVEMENT PLAN PROJECT TEAM
PRIMARY FAC	OP137551 <i>Outpatient Surgery</i>
PRIMARY COMPANY	CM050 <i>050 Strong Memorial Hospital</i>
PRIMARY COST CENTER	CC11420-100 <i>CC11420-100 Department Administration Surgery</i>
COLLABORATING DIVISION (if applicable)	SMD
COLLABORATING DEPARTMENT (if applicable)	All SMD Depts
TIMELINE/MILESTONES	FINANCIAL SUMMARY
CURR. MILESTONE #	1
CURR. MILESTONE	First Board Meeting
CURR. MS DATE	6/17
<i>DIVISIONAL FINANCE ONLY</i>	REPORT LINKS
STRAT. INITIATIVE	10 - Research/Academic
CODE	Cost
STATUS	Yellow
RATIONALE FOR STATUS	Not started yet
OBSTACLES	Need to partner w/ ORPA & ORACS to understand business processes around Award Period definitions
REQUESTS	None
COMPLETED	NO
CONFIDENTIAL?	YES
APPROVED FOR BUDGET	YES
	<i>Provider report</i>
	<i>FAC report</i>



UR Budget – Allocations

- Allocations will be “pushed” to FAOs rather than sent via email and input into plan files
- Centrally performed by:
 - Central Budget Office
 - HSD Finance
- Released to FAO plan files once approved



UR Budget – Budget Amendments

- Budget Amendments – changes to current budgets

BUDGET AMENDMENT - 128									
Company:		022 E Hajim School of Engineering							
Description:		Snow budget amendment							
Budget:		BUD2018							
Date:		03/17/17							
Approved:		No							
FAO #	FAO Description	FAC #	Ledger	Start Month	Current Yr \$ BUD Impact	FY18 Spread	FY18 July	Dr (Cr)	
FROM:									
... OP211138	Dean Eng & Appl Sci	... SC47200	... 61500	Mar	1,200.00	All in March	0.00		
								<< Double Click to Insert New Entry >>	
					1,200.00		0.00		
TO:									
... OP211138	Dean Eng & Appl Sci	... SC48165	... 61000	Mar	(1,200.00)	All in March	0.00		
								<< Double Click to Insert New Entry >>	
					(1,200.00)		0.00		
					0.00		0.00		
<< Double Click to Insert New FROM/TO block >>									



Communication Events

- UR Budget Website
- Monthly Newsletters
- UR Budget “Demo Days”
- Email communications



Training

- Training to occur approximately 1 month prior to users needing access to the system
- Training curriculum:
 - On-line eLearning course for general navigation and key concepts
 - Summary and Labor Planning instructor led course
 - Provider Model Planning instructor led course
 - Business Improvement Planning (BIPs) instructor led course
 - Budget Amendment instructor led course
- Training to start in October, 2017 until February 2018
- Support network to assist with any issues or problems



Upcoming Events

- Next User Group session...
 - Expected to be held monthly



Questions







Stay Tuned for the second half of our show...

- Provider Model discussion



Provider Model Overview



What is the Provider Model?

- Global budgeting for SMD Faculty and APPs (Advance Practice Provider)
- Financial integration between SMD, MFG, SMH, and Highland Hospital
- Full transparency and increased budgeting accuracy, aligning FTEs to mission
- Aligning shadow practices by capturing data in the system
- Potential end-user benefits by reducing FAOs touched during budget cycle
- Improved benchmarking capabilities, including matching of revenue to expenses (incentives)



How is it different from how we budget today?

Process	Today	Future
Budgeting	<ul style="list-style-type: none"> At FAO level 	At Provider level for: <ul style="list-style-type: none"> Compensation across all FAOs within one file Ensure that all funding sources are included for compensation and that 100% of compensation has been accounted for across all FAOs and divisions
Statistical Information	<ul style="list-style-type: none"> Gathered via separate cumbersome processes 	<ul style="list-style-type: none"> Allows user to budget required statistics (wRVUs and Effort) within the model As well as hospital cases
Professional Fee Revenue	<ul style="list-style-type: none"> Calculated manually utilizing several worksheets 	<ul style="list-style-type: none"> Provider model will calculate Professional Revenue automatically once wRVUs are input
Benchmark data	<ul style="list-style-type: none"> Not included 	<ul style="list-style-type: none"> Includes salary and productivity benchmarks for comparison purposes

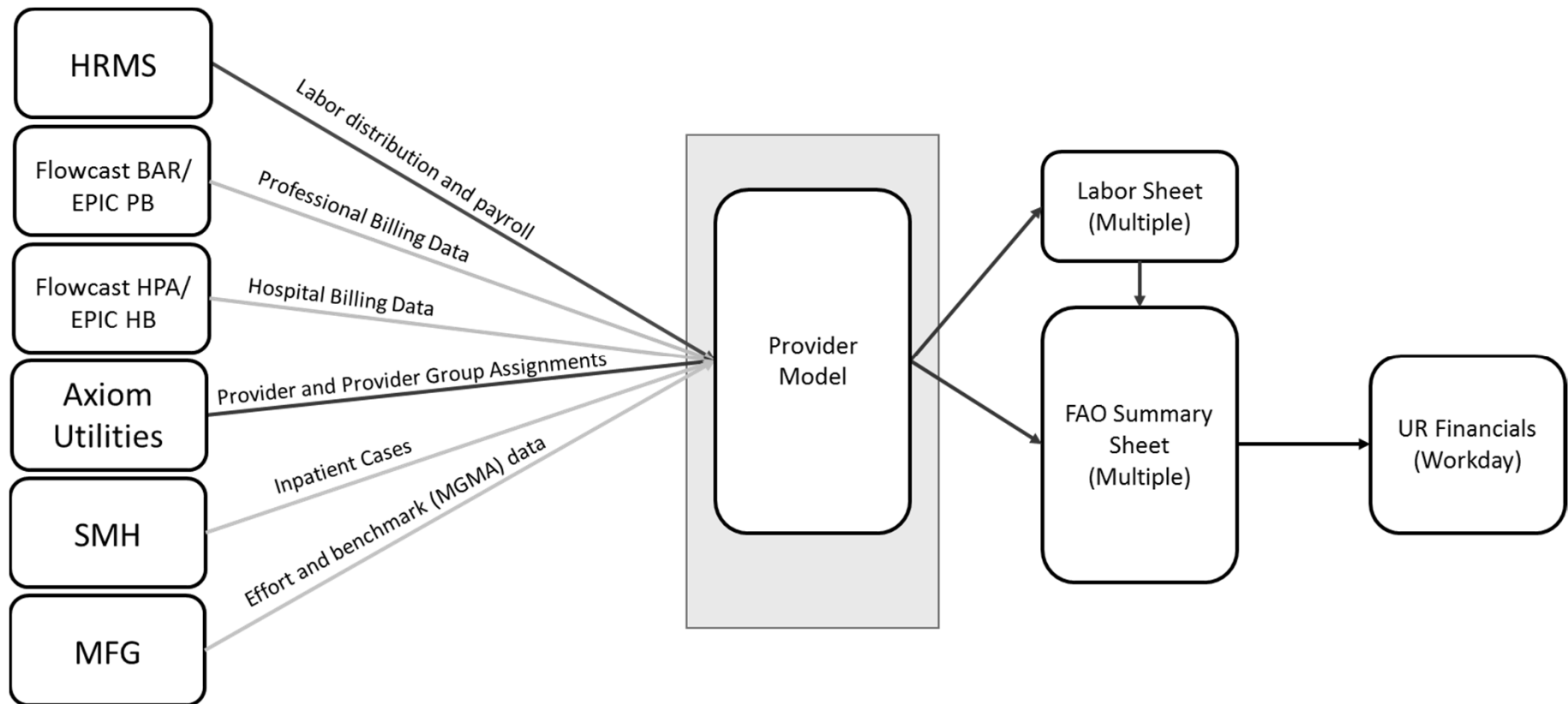


What are the data sources for the Provider model?

- HRMS Salary data including current pay distribution
- Billing data – Flowcast BAR and HPA, and EPIC PB and HB
- Inpatient Case Budget from SMH Finance
- Benchmark Tables – MGMA data



UR Budget - Provider Model Data Flow





What is the structure of Provider model?

- Data will be entered via different views
 - Effort (Clinical, Admin, Research, Academic, Contract/Other)
 - Pay Distribution by FAO and division
 - wRVU's and Revenue
 - View all* screen will show compensation and productivity as compared to benchmarks



Who will be entering data in the Provider model?

- The assigned Administrator or assigned Finance Manager will enter data into the Provider Model
- The assigned person will be entering data that crosses all divisions – SMD, SMH, MFG, SON, EDC, and HSD



What is a Provider Group and how will they be determined?

- The provider group will encompass all of the providers for which you will plan compensation, effort, and wRVUs and Revenue if applicable.
- Providers are: Clinical Faculty, Researchers, and Advanced Practice Providers
- The Provider groups will be determined based on HRMS Division Department Home Department
- Modifications will be made if necessary
 - For example: If an executive level position is within an HRMS Division/Department, it will be moved to an new provider group
 - If it makes sense to break up the Group into smaller files, this will occur



Provider Model Demonstration



Questions



