

Consumer Name:			(3) Total authorized hours:								(5)	
(1)			Weekly CLS		20.00	(4) Keep in mind the budget reports will be approximately 6-8 weeks behind due to the way payroll and billing is completed. Example you will receive a report in early March with January's information.						
Period:			Annual Respite									
7/01/2017-6/30/2018 (2)			CLS Rate									
Month (6)	Revenue for Month (7)	Wages (8)	Payroll Taxes @ 12.50% (9)	Workers Comp Ins (10)	Mileage/Activity (11)	MISC. (12)	Monthly Total Used (13)	(Shortage) or Surplus (14)	Hours approved (15)	Hours Used (16)	CLS Usage % (17)	Respite hours used (18)
A	B	C	D	E	F	G	H	I	J	K	L	M
Jul-17	\$686.25	\$ 551.93	\$ 68.99	\$ 42.50			\$ 663.42	\$ 22.83	80.00	45.75	57.19%	
Aug-17	\$506.25	\$ 544.76	\$ 68.10	\$ 42.50			\$ 655.36	\$ (149.11)	80.00	33.75	42.19%	
Sep-17	\$922.50	\$ 743.90	\$ 92.99	\$ 42.50			\$ 879.39	\$ 43.11	80.00	61.50	76.88%	
Oct-17	\$704.09	\$ 566.53	\$ 70.82	\$ 42.50			\$ 679.85	\$ 24.24	80.00	45.25	56.56%	
Nov-17			\$ -									
Dec-17			\$ -									
Jan-18			\$ -									
Feb-18			\$ -									
Mar-18			\$ -									
Apr-18			\$ -									
May-18			\$ -									
Jun-18			\$ -					(19)				
Totals	\$2,819.09	\$2,407.12	\$300.89	\$170.00	\$0.00	\$0.00	\$2,878.01	\$ (58.92)	\$ 320.00	\$ 186.25	\$ 0.58	\$ -
(20) Remaining CMH Budget amount would go here								(20)				

What each section of the budget represents.

- 1 This is the employer/client initials and ID #
- 2 This is the IPOS authorization period from CMH.
- 3 This indicates the amount of CLS and Respite hours approved based on authorization. CLS rate will indicate the current CLS rate.
- 4 There may be notes in this area.
- 5 Some may have an estimated monthly budget amount in this area. (Based on # of approved hours at the approved rate times 52 weeks divided by 12)
- 6 The month's data we are using.
- 7 This is the revenue (money) we receive from CMH based on submitted billable hours from the timesheets.
- 8 This is the amount of taxable wages paid out to employees.
- 9 These are the employer portion of taxes to be paid (Medicare, Social Security, Fed and State unemployment)
- 10 This is the Worker's Compensation policy amount divided into 12 monthly payments.
- 11 This is the amount paid out in Mileage or activity if a part of your intial budget allocation and in IPOS.
- 12 This is the amount paid out to vendors for employer expenses such as background checks, therapy services, class reimbursement.
- 13 This is the total of 8 through 12.
- 14 This is the revenue (#7) minus expenses (13) paid out. If it is in () it means we paid out more than we received from CMH that month.
- 15 This is an estimate of CLS hours approved for the month. Based on taking weekly times 4.
- 16 This is the amount of CLS hours used from the timesheets.
- 17 This is the percentage of CLS hours used based on what was approved and what was used. (#16 divided by #15) CMH will monitor this usage amount.
- 18 This is the amount of respite used, subtract the bottom total from the amount at top (#3) to get remaining amount respite hours left.
- 19 Overall cash flow balance. This is the amount of cash you have available from what was billed to CMH and paid out to employees. This should be a positive number and can be used to pay out towards Medicaid approved expenses.