

Quest Community Health Centre
Statement of Financial Position
for the period ended December 31, 2018

DRAFT
Jan 7 2019

ASSETS

Bank			
Advantage Savings Account-Capital	\$	1,344,303	
Chequing Account	\$	1,476,565	
Petty Cash	\$	300	
Shares	\$	<u>1</u>	\$ 2,821,169
Accounts Receivable			
Accounts Receivable	\$	822	
Minister of Finance: GST/PST Rebates	\$	<u>36,590</u>	\$ 37,413
Prepaid Expenses			\$ 22,347
Capital Assets			
Equipment	\$	407,638	
Dental Equipment	\$	105,555	
Computer Equipment	\$	137,320	
Vehicle	\$	33,465	
Capital under Construction	\$	163,485	
Less: Accumulated Depreciation	\$	<u>(408,990)</u>	\$ 438,473
TOTAL ASSETS			<u>\$ 3,319,402</u>

Quest Community Health Centre
Statement of Financial Position
for the period ended December 31, 2018

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LIABILITIES & EQUITY

Accounts Payable		\$	1,688
Accounts Payable: Ministry of Health			
as at March 31, 2017	\$ 403,717.00		
as at March 31, 2018	<u>\$ 572,398.00</u>	\$	976,115
Accounts Payable - Payroll		\$	(18,186)
Accrued Liabilities		\$	144,745
Deferred Revenue: Dental Operatory			
Henry Schein	\$ 33,831		
Donations	\$ 15,485		
Green Shield	\$ -		
Fowler Family Foundation	<u>\$ 33,685</u>	\$	83,001
Deferred Revenue: Niagara Prosperity Initiative			
Volunteer Co ordinator		\$	(15,770)
Deferred Revenue: BPSO: Registered Nurses			
Association of Niagara		\$	(1,250)
Deferred Revenue: Senior Pride Network Niagara			
Ministry Responsible for			
Senior Affairs	\$ 810		
Niagara Community Foundation	<u>\$ -</u>	\$	810
Deferred Revenue: Capital Monies for assets			
under construction		\$	1,330,861
Deferred Contributions related to Capital		\$	438,473
Current Earnings			
Operating Funds - Operations		\$	297,225
Operating Funds - Dental		\$	2,870
Operating Funds - Permanent Site		\$	13,442
Operating Funds - USAT		\$	26,193
Operating Funds - Migrant Worker Program		\$	7,400
Operating Funds - Niagara Prosperity Initiative		\$	12,141
Operating Funds - Best Practice Spotlight Organization		\$	18,194
Operating Funds - Senior Pride Network Niagara		\$	1,450
Retained Earnings		\$	-
 TOTAL LIABILITIES & EQUITY		 <u>\$</u>	 <u>3,319,402</u>

Prepared by: D Gdanski

Quest Community Health Centre
Statement of Operations - Quest Operations
as at December 31, 2018

DRAFT: Jan 7 2019

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
LHIN: Base Operating Funds	3,422,491	2,566,878	2,566,878	0
Retention & Recruitment	70,100	52,575	52,575	0
Revenue: Pharmacy	6,750	5,063	5,063	0
	<u>3,499,341</u>	<u>2,624,516</u>	<u>2,624,516</u>	<u>0</u>
EXPENSES				
Physicians				
Salaries	880,210	660,158	434,456	225,702
<i>less .5 FTE tsf to Other Staff</i>	(156,277)	(117,208)	0	(117,208)
On-Call	20,000	15,000	15,000	0
Benefits*	122,003	91,502	28,543	62,959
	<u>865,936</u>	<u>649,452</u>	<u>477,999</u>	<u>171,453</u>
Other Staff				
Salaries	1,535,740	1,151,814	1,163,973	(12,159)
<i>add .5 FTE tsf from Physicians</i>	156,277	117,208	0	117,208
Benefits*	334,795	251,096	222,494	28,602
Salaries - Purchased Services	79,400	59,550	68,582	(9,032)
	<u>2,106,212</u>	<u>1,579,668</u>	<u>1,455,049</u>	<u>124,619</u>
<i>*Budget tsf \$91,502 from Physician Benefits to Other Staff Benefits re: HOOPP (retained 2.00 FTE benefit allowance in Physician Benefit budget; reallocated 1.5 FTE benefit allowance from Physician benefit budget to Other Staff benefit budget)</i>	2,068,412	1,022,523	995,113	27,410
Total Salaries/Benefits	2,972,148	2,229,120	1,933,048	296,072
Operations				
Purchased Services	35,500	26,625	13,321	13,304
Purchased Services	0	0	2,000	(2,000)
Purchased Services: Project Mngt	5,000	3,750	0	3,750
HR Recruitment - Advertising portion	10,000	7,500	0	7,500
Architect	0	0	0	0
Legal	12,500	9,375	972	8,403
Audit	6,500	4,875	8,273	(3,398)
Interest & Bank/Payroll Service Fees	1,500	1,125	2,076	(951)
Program	211,700	158,775	189,500	(30,725)
Office Supplies/Postage	10,254	7,691	7,606	85
Housekeeping Supplies	5,000	3,750	1,465	2,285
Photocopier Contract	7,368	5,526	7,516	(1,990)
Contracted Services: Cleaning	28,598	21,449	25,509	(4,061)
Professional Memberships	15,000	11,250	10,078	1,172
Promotion	13,000	9,750	14,825	(5,075)
Meetings/Collaboratives	5,000	3,750	4,175	(425)
Travel	10,000	7,500	9,821	(2,321)
Telephone/Internet/Cell Phone	14,498	10,874	11,466	(593)
Resource Material	4,482	3,362	5,873	(2,512)
Staff Development	25,000	18,750	34,036	(15,286)
Board Development	5,000	3,750	5,888	(2,138)
Organizational Dev/Marketing/Communication	0	0	24,003	(24,003)
Staff Appreciation & Wellness	5,000	3,750	4,503	(753)
Medical Supplies	26,000	19,500	12,719	6,781
Program Supplies	17,000	12,750	4,617	8,133
Points of Service	1,000	750	0	750
Outreach Expenses	1,500	1,125	745	380
Health Promotion	1,500	1,125	5	1,120
Client Transportation	5,000	3,750	2,216	1,534
Uninsured Clients	5,000	3,750	44	3,706
Office Furniture/Electronics	4,500	3,375	1,143	2,232
Translation Services	0	0	425	(425)
Medical Equipment	9,000	6,750	4,572	2,178
Cost Recovery	(7,000)	(5,250)	(3,750)	(1,500)
Occupancy	194,059	145,544	137,057	8,487
Insurance (D & O/Property/Vehicle)	8,752	6,564	6,863	(299)
Rent	165,000	123,750	100,427	23,323
Utilities	0	0	0	0
Operations & Maintenance	20,307	15,230	29,767	(14,537)
IMS Services	0	0	6,981	(6,981)
IT Equipment	70,934	53,201	34,588	18,613
Purkinje	15,000	11,250	12,795	(1,545)
Total Operations	527,193	395,395	394,242	1,153
Total Expenses	3,499,341	2,624,516	2,327,290	297,224
Total Surplus	0	0	297,225	

Quest Community Health Centre
Statement of Operations - USAT
as at December 31, 2018

DRAFT: Jan 7 2019

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
LHIN: Base Operating Funds	\$ 550,000	\$ 412,500	\$ 412,500	\$ -
LHIN: Increase Base Funding	\$ 13,500	\$ 10,125	\$ 10,125	\$ -
	<u>\$ 563,500</u>	<u>\$ 422,625</u>	<u>\$ 422,625</u>	<u>\$ -</u>
EXPENSES				
Staffing				
Salaries	\$ 358,240	\$ 268,680	\$ 253,700	\$ 14,980
Benefits	\$ 83,108	\$ 62,331	\$ 60,139	\$ 2,192
Salaries - Purchased Services	\$ -	\$ -	\$ 19,019	\$ (19,019)
	<u>\$ 441,348</u>	<u>\$ 331,011</u>	<u>\$ 332,858</u>	<u>\$ (1,847)</u>
Operations				
Office Supplies	\$ 4,320	\$ 3,240	\$ 3,822	\$ (582)
Program Supplies	\$ 9,748	\$ 7,311	\$ 2,108	\$ 5,203
Medical Supplies	\$ 1,944	\$ 1,458	\$ 1,854	\$ (396)
Staff Development	\$ 8,000	\$ 6,000	\$ 1,297	\$ 4,703
Meetings	\$ -	\$ -	\$ -	\$ -
Travel	\$ 26,100	\$ 19,575	\$ 5,612	\$ 13,963
Telephone/Internet/Cell	\$ 7,848	\$ 5,886	\$ 3,529	\$ 2,357
Advertising/Promotion	\$ 5,000	\$ 3,750	\$ -	\$ 3,750
Professional Memberships	\$ -	\$ -	\$ 1,422	\$ (1,422)
Client Transportation	\$ -	\$ -	\$ 687	\$ (687)
Occupancy Costs	\$ 37,068	\$ 27,801	\$ 27,927	\$ (126)
Utilities/Insurance	\$ 1,836	\$ 1,377	\$ 2,853	\$ (1,476)
Contracted Services: Cleaning	\$ 7,464	\$ 5,598	\$ 6,408	\$ (810)
Contracted Services: Photocopier	\$ 1,824	\$ 1,368	\$ 1,722	\$ (354)
Operations & Maintenance	\$ 1,000	\$ 750	\$ 236	\$ 514
IT Equipment & Support	\$ 3,000	\$ 2,250	\$ 236	\$ 2,014
Purkinje	\$ 7,000	\$ 5,250	\$ 3,861	\$ 1,389
	<u>\$ 122,152</u>	<u>\$ 91,614</u>	<u>\$ 63,574</u>	<u>\$ 28,040</u>
Total Operations	\$ 122,152	\$ 91,614	\$ 63,574	\$ 28,040
Total Expenses	\$ 563,500	\$ 422,625	\$ 396,432	\$ 26,193
Total Surplus	\$ -	\$ -	\$ 26,193	

Quest Community Health Centre
Statement of Operations - Migrant Agricultural Worker Program
as at December 31, 2018

DRAFT: Jan 7 2019

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
LHIN: Base Operating Funds	\$ 166,300	124,725	\$ 124,725	\$ -
Retention & Recruitment	5,200	3,900	3,900	\$ -
	<u>\$ 171,500</u>	<u>\$ 128,625</u>	<u>\$ 128,625</u>	<u>\$ -</u>
EXPENSES				
Staffing				
Salaries	\$ 94,092	70,569	\$ 69,434	\$ 1,135
Purchased Service: Administration	\$ 10,000	7,500	\$ 7,501	\$ (1)
Purchased Service: Physician	\$ 15,206	11,405	-	\$ 11,405
Salaries - Purchased Services	\$ -	0	\$ 4,600	\$ (4,600)
Benefits	\$ 13,539	\$ 10,154	\$ 14,861	\$ (4,707)
	<u>\$ 132,837</u>	<u>\$ 99,628</u>	<u>\$ 96,396</u>	<u>\$ 3,232</u>
Operations				
Office Supplies	\$ 1,000	750	\$ 1,484	\$ (734)
Program Supplies	\$ 10,813	8,110	\$ 455	\$ 7,655
Medical Supplies	\$ 3,900	2,925	\$ 486	\$ 2,439
Staff Development	\$ 2,000	1,500	\$ 390	\$ 1,110
Volunteer Training & Recognition	\$ 3,000	2,250	-	\$ 2,250
Travel	\$ 6,000	4,500	\$ 2,544	\$ 1,956
Insurance	\$ -	0	\$ 747	\$ (747)
Occupancy	\$ -	0	\$ 7,344	\$ (7,344)
Telephone/Internet/Cell	\$ 1,000	750	\$ 901	\$ (151)
Advertising/Promotion	\$ 1,000	750	\$ 281	\$ 469
Client Travel	\$ 6,200	4,650	\$ 3,765	\$ 885
Translation Services	\$ -	0	\$ 218	\$ (218)
Uninsured Clients	\$ -	0	\$ 35	\$ (35)
Operations & Maintenance	\$ -	0	\$ 3,597	\$ (3,597)
EMR Licenses	\$ 250	188	-	\$ 188
Medical Equipment	\$ -	0	-	-
IT Equipment & Support	\$ 1,500	1,125	\$ 1,179	\$ (54)
Purkinje	\$ 2,000	\$ 1,500	\$ 1,404	\$ 96
	<u>\$ 38,663</u>	<u>\$ 28,997</u>	<u>\$ 24,830</u>	<u>\$ 4,167</u>
Total Operations	\$ 38,663	\$ 28,997	\$ 24,830	\$ 4,167
Total Expenses	\$ 171,500	\$ 128,625	\$ 121,226	\$ 7,400
Total Surplus	\$ -	\$ -	\$ 7,400	

Quest Community Health Centre
Statement of Operations - Dental Operatory
as at December 31, 2018

DRAFT: Jan 7 2019

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
Henry Schein	\$ -	\$ -	\$ -	\$ -
Green Shield	\$ 11,517	\$ 10,654	\$ 10,654	\$ -
Fowler Family Foundation	\$ 54,373	\$ 30,037	\$ 30,037	\$ -
Other Sources		\$ -	\$ -	
Other Revenue		\$ 485	\$ 485	
Regional Municipality of Niagara	\$ 1,500	\$ 863	\$ 863	\$ -
Ontario Disability Support Program	\$ 2,000	\$ 3,076	\$ 3,076	\$ -
Total Revenue	\$ 69,390	\$ 45,115	\$ 45,115	\$ -
EXPENSES				
Green Shield				
Salaries: Contracted Services	\$ -	\$ 2,710	\$ 2,710	\$ -
Salaries	\$ 10,253	\$ 6,680	\$ 6,680	\$ -
Benefits	\$ 1,264	\$ 1,264	\$ 1,264	\$ -
Medical Supplies & Sundry	\$ -	\$ -	\$ -	\$ -
IT Licences/Telephone	\$ -	\$ -	\$ -	\$ -
Equipment Maintenance	\$ -	\$ -	\$ -	\$ -
Equipment Replacement	\$ -	\$ -	\$ -	\$ -
Annual Costs	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -
Total Green Shield	\$ 11,517	\$ 10,654	\$ 10,654	\$ -
Fowler Family Foundation				
Salaries: Contracted Services	\$ -	\$ 1,627	\$ 1,627	\$ -
Salaries	\$ 50,890	\$ 24,323	\$ 24,323	\$ -
Benefits	\$ 2,846	\$ 4,087	\$ 4,087	\$ -
Total Fowler Family Foundation	\$ 53,736	\$ 30,037	\$ 30,037	\$ -
Other Sources (ODSP/OW)				
Medical Supplies/Equipment	\$ 2,724	\$ 781	\$ 781	\$ -
Program Supplies	\$ 1,413	\$ 773	\$ 773	\$ -
Total Other Sources Expenses	\$ 4,137	\$ 1,554	\$ 1,554	\$ -
Total Expenses	\$ 69,390	\$ 42,245	\$ 42,245	\$ -
Total Surplus	\$ -	\$ 2,870	\$ 2,870	\$ -

Quest Community Health Centre
Statement of Operations - Dental Program Volunteer Coordinator
as at December 31, 2018

DRAFT: Jan 7 2019

	Annualized Budget		YTD Budget		Actual Year to Date		Variance
REVENUE							
Niagara Prosperity Initiative	\$ 59,126	\$	39,420	\$	39,420	\$	0
Total Revenue	\$ 59,126	\$	39,420	\$	39,420	\$	0
EXPENSES							
Salaries & Benefits							
Salaries	\$ 40,331	\$	26,891	\$	18,551	\$	8,340
Benefits	\$ 8,066	\$	5,378	\$	2,820	\$	2,558
	\$ 48,398	\$	32,268	\$	21,371	\$	10,897
Operations							
Purchased Services	5,750		3,833		0		3,833
Purchased Services: Promotion	375	\$	250	\$	-		250
Administrative Fees	5,375	\$	3,583	\$	-		3,583
Program	4,229		2,819		3,960		(1,141)
Office Supplies/Postage	225	\$	150	\$	21		129
Promotion	938	\$	625	\$	3,051		(2,426)
Meetings/Collaboratives	150	\$	100	\$	-		100
Travel	1,125	\$	750	\$	362		388
Telephone/Internet/Cell Phone	675	\$	450	\$	-		450
Program Supplies	1,116	\$	744	\$	526		218
IT Equipment	750	\$	500	\$	1,948		(1,448)
Total Operations	10,729		7,152		5,908		1,244
Total Expenses	59,126		39,420		27,279		12,141
Total Surplus	0		0		12,141		

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Contract Agreement: May 1, 2018 to April 30 2019 Revised: July 1, 2018 to June 30, 2019

July 1, 2018 - March 31, 2019	9 months	\$ 59,126.10
April - June 2019	3 months	\$ 19,709
Total Contract		<u>\$ 78,835</u>

Quest Community Health Centre
Statement of Operations - Best Practice Spotlight Organization (BPSO)
as at December 31, 2018

DRAFT: Jan 7 2019

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
Registered Nurses Assoc of Ontario	\$ 35,000	\$ 26,250	\$ 26,250 \$ -	\$ -
Total Revenue	\$ 35,000	\$ 26,250	\$ 26,250	\$ -
EXPENSES				
Purchased Services	\$ 33,000	\$ 24,750	\$ 8,056	\$ 16,694
Staff Development	\$ 1,000	\$ 750	\$ -	\$ 750
Program Supplies	\$ 1,000	\$ 750	\$ -	\$ 750
Total Expenses	\$ 35,000	\$ 26,250	\$ 8,056	\$ 18,194
Total Surplus	\$ -	\$ -	\$ 18,194	

Contract Agreement: April 1, 2018 to March 31 2019

Quest Community Health Centre
Statement of Operations - Senior Pride Network Niagara
as at December 31, 2018

DRAFT: Jan 7 2019

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
Ministry Responsible for Senior Affairs				
REVENUE				
Ministry Responsible for Senior Affairs	\$ 2,700	\$ 1,890	\$ 1,890	\$ -
Total Revenue	\$ 2,700	\$ 1,890	\$ 1,890	\$ -
EXPENSES				
Speaker Fees	\$ 1,000.00	\$ 700	\$ 300	\$ 400
Speaker & Steering Committee	\$ 800.00	\$ 560	\$ -	\$ 560
Speaker Accommodation	\$ 400.00	\$ 280	\$ -	\$ 280
Brochure/Program	\$ 200.00	\$ 140	\$ -	\$ 140
Refreshments	\$ 300.00	\$ 210	\$ 140	\$ 70
Newspaper Advertising	\$ 300.00	\$ 210	\$ -	\$ 210
Space Rental	\$ 300.00	\$ 210	\$ -	\$ 210
Total Expenses	\$ 3,300	\$ 2,310	\$ 440	\$ 1,870
Less: In Kind Contributions	\$ (300)	\$ (210)	\$ -	\$ (210)
Less: Steering Committee time/travel	\$ (300)	\$ (210)	\$ -	\$ (210)
Total In Kind Contributions	\$ (600)	\$ (420)	\$ -	\$ (420)
Total Expenses	\$ 2,700	\$ 1,890	\$ 440	\$ 1,450
Total Surplus	\$ -	\$ -	\$ 1,450	
Contract Agreement: May 31, 2018 to March 31 2019				
		10 months		

Niagara Community Foundation

REVENUE				
Niagara Community Foundation	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
Total Revenue	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
EXPENSES				
Program Supplies	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
Total Expenses	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
Total Surplus	\$ -	\$ -	\$ -	

Grant Purpose: Purchase equipment to support 10 cultural competency training workshops related to older LGBTQ2S adults to service provider members of the Senior Pride Network Niagara.

Quest Community Health Centre
Statement of Operations - Permanent Site
May 1, 2013 - December 31, 2018

DRAFT: Jan 7 2019

	Annualized Budget	Ytd expenses March 2014	YTD expenses March 2015	YTD expenses March 2016	YTD expenses March 2017	YTD expense March 2018	YTD expense Dec 31 2018	Total
REVENUE								
Ministry of Health	\$ 1,417,590	\$ -	\$ -					\$ 1,417,590
Interest Earned	\$ -	\$ 15,385	\$ 19,165	\$ 14,246	\$ 26,024	\$ 14,475	\$ 13,442	\$ 102,736
Total Revenue	\$ 1,417,590	\$ 15,385	\$ 19,165	\$ 14,246	\$ 26,024	\$ 14,475	\$ 13,442	\$ 1,520,326

EXPENSES

Operations

MHPM

Capital Project - Functional Program	\$ 29,480	\$ 8,613	\$ 31,810	\$ 692				\$ 41,115
Capital Project - RCG/ Furn & Equip	\$ 13,550		\$ 4,833					\$ 4,833
Capital Project - Project Management	\$ 120,000	\$ 31,857	\$ 9,330			\$ 31,898		\$ 73,085
Architect	\$ 178,500		\$ 16,665	\$ 12,479	\$ 19,911			\$ 49,055
Technical Building Assessment	\$ -		\$ -	\$ 1,434				\$ 1,434
MHPM - Reimbursable Expenses	\$ -	\$ 1,050	\$ 3,169	\$ 353	\$ 67			\$ 4,639
Other - Construction Costs	\$ 1,076,060		\$ -					\$ -
Other - Project Consultants	\$ -							\$ -
Office Supplies			\$ 8					\$ 8
adj re; transfer			\$ -	\$ -				\$ 1,855
Total Operations	\$ 1,417,590	\$ 41,520	\$ 65,815	\$ 14,958	\$ 19,978	\$ 31,898	\$ -	\$ 176,025

Balance of Funds \$ 1,344,303

Total Capital Budget is \$4,725,000

The Ministry of Health will be reducing the cash flow for the capital project by the amount of the interest earned.