

Quest Community Health Centre
Statement of Financial Position
for the period ended January 31 2019

DRAFT
Feb 20 2019

ASSETS

Bank			
	Advantage Savings Account-Capital	\$ 1,346,084	
	Chequing Account	\$ 1,427,079	
	Petty Cash	\$ 300	
	Shares	<u>\$ 1</u>	\$ 2,773,464
Accounts Receivable			
	Accounts Receivable	\$ -	
	Minister of Finance: GST/PST Rebates	<u>\$ 38,545</u>	\$ 38,545
Prepaid Expenses			\$ 20,826
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><u>\$ 3,271,308</u></u>

Quest Community Health Centre
Statement of Financial Position
for the period ended January 31 2019

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LIABILITIES & EQUITY

Accounts Payable		\$	1,125
Accounts Payable: Ministry of Health			
as at March 31, 2017	\$ 252,171.00		
as at March 31, 2018	<u>\$ 572,398.00</u>	\$	824,569
Accounts Payable - Payroll		\$	19,679
Accrued Liabilities		\$	160,451
Deferred Revenue: Dental Operatory			
Henry Schein	\$ 33,831		
Donations	\$ 15,485		
Green Shield	\$ -		
Fowler Family Foundation	<u>\$ 29,286</u>	\$	78,602
Deferred Revenue: Niagara Prosperity Initiative			
Volunteer Co ordinator		\$	(22,340)
Deferred Revenue: BPSO: Registered Nurses			
Association of Niagara		\$	(4,170)
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		\$	355,479
Operating Funds - Dental		\$	2,870
Operating Funds - Permanent Site		\$	15,222
Operating Funds - USAT		\$	24,993
Operating Funds - Migrant Worker Program		\$	5,274
Operating Funds - Niagara Prosperity Initiative		\$	18,604
Operating Funds - Best Practice Spotlight Organization		\$	19,354
Operating Funds - Senior Pride Network Niagara		\$	1,450
Retained Earnings		\$	-
 TOTAL LIABILITIES & EQUITY		 <u>\$</u>	 <u>3,271,307</u>

Prepared by: D Gdanski

Quest Community Health Centre
Statement of Operations - Quest Operations
as at January 31 2019

DRAFT: Feb 20 2019

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
LHIN: Base Operating Funds	3,422,491	2,852,086	2,852,086	(0)
Retention & Recruitment	70,100	58,417	58,417	(0)
Revenue: Pharmacy	6,750	5,625	5,625	0
	<u>3,499,341</u>	<u>2,916,128</u>	<u>2,916,127</u>	<u>0</u>
EXPENSES				
Physicians				
Salaries	880,210	733,508	466,833	266,675
<i>less .5 FTE tsf to Other Staff</i>	(156,277)	(130,231)	0	(130,231)
On-Call	20,000	16,667	16,667	(0)
Benefits*	122,003	101,669	32,754	68,915
	<u>865,936</u>	<u>721,613</u>	<u>516,254</u>	<u>205,359</u>
Other Staff				
Salaries	1,535,740	1,279,792	1,320,101	(40,309)
<i>add .5 FTE tsf from Physicians</i>	156,277	130,231	0	130,231
Benefits*	334,795	278,996	241,766	37,230
Salaries - Purchased Services	79,400	66,167	75,378	(9,211)
	<u>2,106,212</u>	<u>1,755,186</u>	<u>1,637,245</u>	<u>117,941</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	2,476,799	2,153,499	323,300
Operations				
Purchased Services	35,500	29,583	18,712	10,871
Purchased Services	0	0	6,112	(6,112)
Purchased Services: Project Mngt	5,000	4,167	0	4,167
HR Recruitment - Advertising portion	10,000	8,333	0	8,333
Architect	0	0	0	0
Legal	12,500	10,417	972	9,445
Audit	6,500	5,417	9,356	(3,939)
Interest & Bank/Payroll Service Fees	1,500	1,250	2,272	(1,022)
Program	211,700	176,417	196,895	(20,478)
Office Supplies/Postage	10,254	8,545	7,733	812
Housekeeping Supplies	5,000	4,167	1,465	2,702
Photocopier Contract	7,368	6,140	8,168	(2,028)
Contracted Services: Cleaning	28,598	23,832	28,810	(4,978)
Professional Memberships	15,000	12,500	11,159	1,341
Promotion	13,000	10,833	14,825	(3,992)
Meetings/Collaboratives	5,000	4,167	4,175	(8)
Travel	10,000	8,333	10,673	(2,340)
Telephone/Internet/Cell Phone	14,498	12,082	12,523	(441)
Resource Material	4,482	3,735	5,873	(2,138)
Staff Development	25,000	20,833	34,036	(13,203)
Board Development	5,000	4,167	5,888	(1,721)
Organizational Dev/Marketing/Communication	0	0	24,003	(24,003)
Staff Appreciation & Wellness	5,000	4,167	4,669	(502)
Medical Supplies	26,000	21,667	12,753	8,914
Program Supplies	17,000	14,167	4,617	9,550
Points of Service	1,000	833	0	833
Outreach Expenses	1,500	1,250	745	505
Health Promotion	1,500	1,250	5	1,245
Client Transportation	5,000	4,167	2,216	1,951
Uninsured Clients	5,000	4,167	169	3,998
Office Furniture/Electronics	4,500	3,750	1,143	2,607
Translation Services	0	0	425	(425)
Medical Equipment	9,000	7,500	4,572	2,928
Cost Recovery	(7,000)	(5,833)	(3,750)	(2,083)
Occupancy	194,059	161,716	155,354	6,362
Insurance (D & O/Property/Vehicle)	8,752	7,293	7,631	(338)
Rent	165,000	137,500	111,586	25,914
Utilities	0	0	0	0
Operations & Maintenance	20,307	16,923	36,137	(19,215)
IMS Services	0	0	8,673	(8,673)
IT Equipment	70,934	59,112	14,071	45,041
Purkinje	15,000	12,500	13,443	(943)
Total Operations	527,193	439,328	407,148	32,180
Total Expenses	3,499,341	2,916,128	2,560,647	355,479
Total Surplus	0	0	355,479	

Quest Community Health Centre
Statement of Operations - USAT
as at January 31 2019

DRAFT: Feb 20 2019

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
LHIN: Base Operating Funds	\$ 550,000	\$ 458,333	\$ 458,333	\$ -
LHIN: Increase Base Funding	\$ 13,500	\$ 11,250	\$ 11,250	\$ -
	<u>\$ 563,500</u>	<u>\$ 469,583</u>	<u>\$ 469,583</u>	<u>\$ 0</u>
EXPENSES				
Staffing				
Salaries	\$ 358,240	\$ 298,533	\$ 285,992	\$ 12,541
Benefits	\$ 83,108	\$ 69,257	\$ 66,839	\$ 2,418
Salaries - Purchased Services	\$ -	\$ -	\$ 18,430	\$ (18,430)
	<u>\$ 441,348</u>	<u>\$ 367,790</u>	<u>\$ 371,261</u>	<u>\$ (3,471)</u>
Operations				
Office Supplies	\$ 4,320	\$ 3,600	\$ 3,977	\$ (377)
Program Supplies	\$ 9,748	\$ 8,123	\$ 2,311	\$ 5,812
Medical Supplies	\$ 1,944	\$ 1,620	\$ 2,060	\$ (440)
Staff Development	\$ 8,000	\$ 6,667	\$ 1,297	\$ 5,370
Meetings	\$ -	\$ -	\$ -	\$ -
Travel	\$ 26,100	\$ 21,750	\$ 6,059	\$ 15,691
Telephone/Internet/Cell	\$ 7,848	\$ 6,540	\$ 3,948	\$ 2,592
Advertising/Promotion	\$ 5,000	\$ 4,167	\$ -	\$ 4,167
Professional Memberships	\$ -	\$ -	\$ 1,580	\$ (1,580)
Client Transportation	\$ -	\$ -	\$ 687	\$ (687)
Occupancy Costs	\$ 37,068	\$ 30,890	\$ 31,030	\$ (140)
Utilities/Insurance	\$ 1,836	\$ 1,530	\$ 3,170	\$ (1,640)
Contracted Services: Cleaning	\$ 7,464	\$ 6,220	\$ 7,120	\$ (900)
Contracted Services: Photocopier	\$ 1,824	\$ 1,520	\$ 1,912	\$ (392)
Operations & Maintenance	\$ 1,000	\$ 833	\$ 236	\$ 597
IT Equipment & Support	\$ 3,000	\$ 2,500	\$ 3,652	\$ (1,152)
Purkinje	\$ 7,000	\$ 5,833	\$ 4,290	\$ 1,543
	<u>\$ 122,152</u>	<u>\$ 101,793</u>	<u>\$ 73,329</u>	<u>\$ 28,464</u>
Total Operations	\$ 122,152	\$ 101,793	\$ 73,329	\$ 28,464
Total Expenses	\$ 563,500	\$ 469,583	\$ 444,590	\$ 24,993
Total Surplus	\$ -	\$ -	\$ 24,993	

Quest Community Health Centre
Statement of Operations - Migrant Agricultural Worker Program
as at January 31 2019

DRAFT: Feb 20 2019

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
LHIN: Base Operating Funds	\$ 166,300	138,583	\$ 138,583	\$ 0
Retention & Recruitment	5,200	4,333	4,333	\$ 0
	<u>\$ 171,500</u>	<u>\$ 142,917</u>	<u>\$ 142,916</u>	<u>\$ -</u>
EXPENSES				
Staffing				
Salaries	\$ 94,092	78,410	\$ 81,673	\$ (3,263)
Purchased Service: Administration	\$ 10,000	8,333	\$ 8,338	\$ (5)
Purchased Service: Physician	\$ 15,206	12,672	-	\$ 12,672
Salaries - Purchased Services	\$ -	0	\$ 4,850	\$ (4,850)
Benefits	\$ 13,539	\$ 11,283	\$ 16,463	\$ (5,181)
	<u>\$ 132,837</u>	<u>\$ 110,698</u>	<u>\$ 111,324</u>	<u>\$ (626)</u>
Operations				
Office Supplies	\$ 1,000	833	\$ 1,505	\$ (672)
Program Supplies	\$ 10,813	9,011	\$ 606	\$ 8,405
Medical Supplies	\$ 3,900	3,250	\$ 540	\$ 2,710
Staff Development	\$ 2,000	1,667	\$ 390	\$ 1,277
Volunteer Training & Recognition	\$ 3,000	2,500	-	\$ 2,500
Travel	\$ 6,000	5,000	\$ 2,833	\$ 2,167
Insurance	\$ -	0	\$ 830	\$ (830)
Occupancy	\$ -	0	\$ 8,160	\$ (8,160)
Telephone/Internet/Cell	\$ 1,000	833	\$ 1,001	\$ (168)
Advertising/Promotion	\$ 1,000	833	\$ 281	\$ 552
Client Travel	\$ 6,200	5,167	\$ 4,091	\$ 1,076
Translation Services	\$ -	0	\$ 218	\$ (218)
Uninsured Clients	\$ -	0	\$ 35	\$ (35)
Operations & Maintenance	\$ -	0	\$ 2,957	\$ (2,957)
EMR Licenses	\$ 250	208	-	\$ 208
Medical Equipment	\$ -	0	-	-
IT Equipment & Support	\$ 1,500	1,250	\$ 1,312	\$ (62)
Purkinje	\$ 2,000	\$ 1,667	\$ 1,560	\$ 107
	<u>\$ 38,663</u>	<u>\$ 32,219</u>	<u>\$ 26,319</u>	<u>\$ 5,900</u>
Total Operations	\$ 38,663	\$ 32,219	\$ 26,319	\$ 5,900
Total Expenses	\$ 171,500	\$ 142,917	\$ 137,643	\$ 5,274
Total Surplus	\$ -	\$ -	\$ 5,274	

Quest Community Health Centre
Statement of Operations - Dental Operatory
as at January 31 2019

DRAFT: Feb 20 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	\$ 34,436	\$ 34,436	\$ -
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	\$ 49,514	\$ 49,514	\$ -
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	\$ 28,136	\$ 28,136	\$ -
Benefits	\$ 2,846	\$ 4,673	\$ 4,673	\$ -
Total Fowler Family Foundation	\$ 53,736	\$ 34,436	\$ 34,436	\$ -
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	\$ 46,644	\$ 46,644	\$ -
Total Surplus	\$ -	\$ 2,870	\$ 2,870	\$ -

Quest Community Health Centre
Statement of Operations - Dental Program Volunteer Coordinator
as at January 31 2019

DRAFT: Feb 20 2019

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
Niagara Prosperity Initiative	\$ 59,126	\$ 45,990	\$ 45,990	\$ (0)
Total Revenue	\$ 59,126	\$ 45,990	\$ 45,990	\$ (0)
EXPENSES				
Salaries & Benefits				
Salaries	\$ 40,331	\$ 31,372	\$ 18,551	\$ 12,821
Benefits	\$ 8,066	\$ 6,274	\$ 2,820	\$ 3,454
	\$ 48,398	\$ 37,646	\$ 21,371	\$ 16,275
Operations				
Purchased Services	5,750	4,472	0	4,472
Purchased Services: Promotion	375	\$ 292	-	292
Administrative Fees	5,375	\$ 4,181	-	4,181
Program	4,229	3,289	4,067	(778)
Office Supplies/Postage	225	\$ 175	45	130
Promotion	938	\$ 729	\$ 3,051	(2,322)
Meetings/Collaboratives	150	\$ 117	-	117
Travel	1,125	\$ 875	\$ 362	513
Telephone/Internet/Cell Phone	675	\$ 525	-	525
Program Supplies	1,116	\$ 868	\$ 609	259
IT Equipment	750	\$ 583	\$ 1,948	(1,365)
Total Operations	10,729	8,344	6,015	2,329
Total Expenses	59,126	45,990	27,386	18,604
Total Surplus	0	0	18,604	

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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 January 31 2019

DRAFT: Feb 20 2019

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
Registered Nurses Assoc of Ontario	\$ 35,000	\$ 29,167	\$ 29,167 \$ -	\$ (0)
Total Revenue	\$ 35,000	\$ 29,167	\$ 29,167	\$ (0)
EXPENSES				
Purchased Services	\$ 35,000	\$ 29,167	\$ 9,813	\$ 19,354
Total Expenses	\$ 35,000	\$ 29,167	\$ 9,813	\$ 19,354
Total Surplus	\$ -	\$ -	\$ 19,354	

Contract Agreement: April 1, 2018 to March 31 2019

Quest Community Health Centre
Statement of Operations - Permanent Site
May 1, 2013 - January 2019

DRAFT: Feb 20 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 Jan 2019	Total
REVENUE								
Ministry of Health	\$ 1,417,590	\$ -	\$ -					\$ 1,417,590
Interest Earned	\$ -	\$ 15,385	\$ 19,165	\$ 14,246	\$ 26,024	\$ 14,475	\$ 15,222	\$ 104,517
Total Revenue	\$ 1,417,590	\$ 15,385	\$ 19,165	\$ 14,246	\$ 26,024	\$ 14,475	\$ 15,222	\$ 1,522,107

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 \$ 1,346,083

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.

Quest Community Health Centre
Statement of Operations - Senior Pride Network Niagara
as at January 31 2019

DRAFT: Feb 20 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
Summary Statement of Operations
for the period ended January 31 2019

Feb 21 2019

	Annual Budget	YTD Budget	YTD Actual	Surplus
Quest Operations	\$ 3,499,341	\$ 2,916,128	\$ 2,560,649	\$ 355,479
USAT	\$ 563,500	\$ 469,583	\$ 444,590	\$ 24,993
MAW	\$ 171,500	\$ 142,917	\$ 137,643	\$ 5,274
LHIN's Programs	\$ 4,234,341	\$ 3,528,628	\$ 3,142,882	\$ 385,746
Dental Operatory	\$ 69,390	\$ 49,514	\$ 46,644	\$ 2,870
Volunteer Coordinator	\$ 59,126	\$ 45,990	\$ 27,386	\$ 18,604
Best Practice Spotlight Organization	\$ 35,000	\$ 29,167	\$ 9,813	\$ 19,354
Senior Pride Network Niagara	\$ 4,700	\$ 3,890	\$ 2,440	\$ 1,450
Non LHIN's Programs	\$ 168,216	\$ 128,561	\$ 86,283	\$ 42,278
Total	\$ 4,402,557	\$ 3,657,189	\$ 3,229,165	\$ 428,024

Permanent Site	<u>YTD Actuals</u>
Capital Funds Received	\$ 1,417,590.00
Interest Earned	<u>\$ 104,517.00</u>
	\$ 1,522,107.00
Expenses	
ytd, at March 2014	\$ 41,520.00
ytd, at March 2015	\$ 65,815.00
ytd, at March 2016	\$ 14,958.00
ytd, at March 31 2017	\$ 19,978.00
adjustment re; transfer of funds	\$ 1,853.00
ytd, at March 31, 2018	\$ 31,900.00
ytd, at October 31, 2018	<u>\$ -</u>
	\$ 176,024.00
Balance of Capital Funds	\$ -
	<u><u>\$ 1,346,083.00</u></u>