

Quest Community Health Centre
Statement of Financial Position
for the period ended November 30, 2018

DRAFT
Dec 18 2018

ASSETS

Bank			
	Advantage Savings Account-Capital	\$ 1,342,659	
	Chequing Account	\$ 1,481,066	
	Petty Cash	\$ 300	
	Shares	<u>\$ 1</u>	\$ 2,824,026
Accounts Receivable			
	Accounts Receivable	\$ -	
	Minister of Finance: GST/PST Rebates	<u>\$ 31,130</u>	\$ 31,130
Prepaid Expenses			\$ 36,077
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>\$ 3,329,707</u></u>

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Statement of Financial Position
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LIABILITIES & EQUITY

Accounts Payable		\$	2,651
Accounts Payable: Ministry of Health			
as at March 31, 2017	\$ 483,309.00		
as at March 31, 2018	<u>\$ 572,398.00</u>	\$	1,055,707
Accounts Payable - Payroll		\$	21,825
Accrued Liabilities		\$	106,976
Deferred Revenue: Dental Operatory			
Henry Schein	\$ 33,831		
Donations	\$ 5,835		
Green Shield	\$ (0)		
Fowler Family Foundation	<u>\$ 39,741</u>	\$	79,406
Deferred Revenue: Niagara Prosperity Initiative			
Volunteer Co ordinator		\$	8,891
Deferred Revenue: BPSO: Registered Nurses			
Association of Niagara		\$	1,667
Deferred Revenue: Senior Pride Network Niagara			
Ministry Responsible for			
Senior Affairs	\$ 810		
Niagara Community Foundation	<u>\$ 1,000</u>	\$	1,810
Deferred Revenue: Capital Monies for assets			
under construction		\$	1,330,861
Deferred Contributions related to Capital		\$	438,473
Current Earnings			
Operating Funds - Operations		\$	215,959
Operating Funds - Dental		\$	2,511
Operating Funds - Permanent Site		\$	10,210
Operating Funds - USAT		\$	21,157
Operating Funds - Migrant Worker Program		\$	4,361
Operating Funds - Niagara Prosperity Initiative		\$	6,453
Operating Funds - Best Practice Spotlight Organization		\$	17,898
Operating Funds - Senior Pride Network Niagara		\$	2,890
Retained Earnings		\$	-

Quest Community Health Centre
Statement of Financial Position
for the period ended November 30, 2018

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TOTAL LIABILITIES & EQUITY

\$ 3,329,707

Prepared by: D Gdanski

\$ -

Quest Community Health Centre
Statement of Operations - Quest Operations
as at November 30, 2018

DRAFT: Dec 18 2018

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
LHIN: Base Operating Funds	3,422,491	2,281,661	2,281,661	(0)
Retention & Recruitment	70,100	23,367	23,367	(0)
Revenue: Pharmacy	6,750	4,500	4,500	0
	<u>3,499,341</u>	<u>2,309,528</u>	<u>2,309,528</u>	<u>0</u>
EXPENSES				
Physicians				
Salaries	880,210	586,807	386,436	200,371
<i>less .5 FTE tsf to Other Staff</i>	(156,277)	(104,185)	0	(104,185)
On-Call	20,000	13,333	13,333	0
Benefits*	122,003	63,810	25,116	38,694
	<u>865,936</u>	<u>559,766</u>	<u>424,885</u>	<u>134,881</u>
Other Staff				
Salaries	1,535,740	1,023,827	1,050,986	(27,159)
<i>add .5 FTE tsf from Physicians</i>	156,277	104,185	0	104,185
Benefits*	334,795	217,355	199,276	18,079
Salaries - Purchased Services	79,400	52,933	55,084	(2,151)
	<u>2,106,212</u>	<u>1,398,299</u>	<u>1,305,346</u>	<u>92,953</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	1,958,065	1,730,231	227,834
Operations				
Purchased Services	35,500	23,667	12,687	10,980
Purchased Services	0	0	2,000	(2,000)
Purchased Services: Project Mngt	5,000	3,333	0	3,333
HR Recruitment - Advertising portion	10,000	6,667	0	6,667
Architect	0	0	0	0
Legal	12,500	8,333	145	8,188
Audit	6,500	4,333	8,666	(4,333)
Interest & Bank/Payroll Service Fees	1,500	1,000	1,876	(876)
Program	211,700	141,133	172,244	(31,111)
Office Supplies/Postage	10,254	6,836	5,431	1,405
Housekeeping Supplies	5,000	3,333	1,465	1,868
Photocopier Contract	7,368	4,912	6,418	(1,506)
Contracted Services: Cleaning	28,598	19,065	22,208	(3,143)
Professional Memberships	15,000	10,000	9,236	764
Promotion	13,000	8,667	14,182	(5,515)
Meetings/Collaboratives	5,000	3,333	2,917	416
Travel	10,000	6,667	8,285	(1,618)
Telephone/Internet/Cell Phone	14,498	9,665	9,982	(317)
Resource Material	4,482	2,988	5,574	(2,586)
Staff Development	25,000	16,667	28,662	(11,995)
Board Development	5,000	3,333	5,888	(2,555)
Organizational Dev/Marketing/Communication	0	0	24,003	(24,003)
Staff Appreciation & Wellness	5,000	3,333	2,819	514
Medical Supplies	26,000	17,333	10,910	6,423
Program Supplies	17,000	11,333	9,293	2,040
Points of Service	1,000	667	0	667
Outreach Expenses	1,500	1,000	634	366
Health Promotion	1,500	1,000	5	995
Client Transportation	5,000	3,333	2,020	1,313
Uninsured Clients	5,000	3,333	26	3,307
Office Furniture/Electronics	4,500	3,000	591	2,409
Translation Services	0	0	279	(279)
Medical Equipment	9,000	6,000	4,572	1,428
Cost Recovery	(7,000)	(4,667)	(3,156)	(1,511)
Occupancy	194,059	129,373	139,867	(10,494)
Insurance (D & O/Property/Vehicle)	8,752	5,835	6,095	(260)
Rent	165,000	110,000	104,346	5,654
Utilities	0	0	0	0
Operations & Maintenance	20,307	13,538	29,426	(15,888)
IMS Services	0	0	6,981	(6,981)
IT Equipment	70,934	47,289	22,337	24,952
Purkinje	15,000	10,000	9,221	779
Total Operations	527,193	351,462	363,337	(11,875)
Total Expenses	3,499,341	2,309,528	2,093,568	215,958
Total Surplus	0	0	215,959	

Quest Community Health Centre
Statement of Operations - USAT
as at November 30, 2018

DRAFT: Dec 18 2018

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
LHIN: Base Operating Funds	\$ 550,000	\$ 366,667	\$ 366,667	\$ (0)
LHIN: Increase Base Funding	\$ 13,500	\$ 9,000	\$ 9,000	\$ -
	<u>\$ 563,500</u>	<u>\$ 375,667</u>	<u>\$ 375,667</u>	<u>\$ (0)</u>
EXPENSES				
Staffing				
Salaries	\$ 358,240	\$ 238,827	\$ 229,070	\$ 9,757
Benefits	\$ 83,108	\$ 55,405	\$ 54,117	\$ 1,288
Salaries - Purchased Services	\$ -	\$ -	\$ 12,400	\$ (12,400)
	<u>\$ 441,348</u>	<u>\$ 294,232</u>	<u>\$ 295,587</u>	<u>\$ (1,355)</u>
Operations				
Office Supplies	\$ 4,320	\$ 2,880	\$ 3,667	\$ (787)
Program Supplies	\$ 9,748	\$ 6,499	\$ 2,873	\$ 3,626
Medical Supplies	\$ 1,944	\$ 1,296	\$ 1,648	\$ (352)
Staff Development	\$ 8,000	\$ 5,333	\$ 1,090	\$ 4,243
Meetings	\$ -	\$ -	\$ -	\$ -
Travel	\$ 26,100	\$ 17,400	\$ 5,107	\$ 12,293
Telephone/Internet/Cell	\$ 7,848	\$ 5,232	\$ 3,084	\$ 2,148
Advertising/Promotion	\$ 5,000	\$ 3,333	\$ -	\$ 3,333
Professional Memberships	\$ -	\$ -	\$ 1,264	\$ (1,264)
Client Transportation	\$ -	\$ -	\$ 537	\$ (537)
Occupancy Costs	\$ 37,068	\$ 24,712	\$ 24,824	\$ (112)
Utilities/Insurance	\$ 1,836	\$ 1,224	\$ 2,536	\$ (1,312)
Contracted Services: Cleaning	\$ 7,464	\$ 4,976	\$ 5,696	\$ (720)
Contracted Services: Photocopier	\$ 1,824	\$ 1,216	\$ 1,532	\$ (316)
Operations & Maintenance	\$ 1,000	\$ 667	\$ 236	\$ 431
IT Equipment & Support	\$ 3,000	\$ 2,000	\$ 1,085	\$ 915
Purkinje	\$ 7,000	\$ 4,667	\$ 3,744	\$ 923
	<u>\$ 122,152</u>	<u>\$ 81,435</u>	<u>\$ 58,923</u>	<u>\$ 22,512</u>
Total Operations	\$ 122,152	\$ 81,435	\$ 58,923	\$ 22,512
Total Expenses	\$ 563,500	\$ 375,667	\$ 354,510	\$ 21,157
Total Surplus	\$ -	\$ -	\$ 21,157	

Quest Community Health Centre
Statement of Operations - Migrant Agricultural Worker Program
as at November 30, 2018

DRAFT: Dec 18 2018

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
LHIN: Base Operating Funds	\$ 166,300	110,867	\$ 110,867	\$ (0)
Retention & Recruitment	5,200	3,467	3,467	\$ (0)
	<u>\$ 171,500</u>	<u>\$ 114,333</u>	<u>\$ 114,334</u>	<u>\$ -</u>
EXPENSES				
Staffing				
Salaries	\$ 94,092	62,728	\$ 63,918	\$ (1,190)
Purchased Service: Administration	\$ 10,000	6,667	\$ 6,664	\$ 3
Purchased Service: Physician	\$ 15,206	10,137	\$ -	\$ 10,137
Salaries - Purchased Services	\$ -	0	\$ 3,999	\$ (3,999)
Benefits	\$ 13,539	\$ 9,026	\$ 14,436	\$ (5,410)
	<u>\$ 132,837</u>	<u>\$ 88,558</u>	<u>\$ 89,017</u>	<u>\$ (459)</u>
Operations				
Office Supplies	\$ 1,000	667	\$ 1,823	\$ (1,156)
Program Supplies	\$ 10,813	7,209	\$ 582	\$ 6,627
Medical Supplies	\$ 3,900	2,600	\$ 432	\$ 2,168
Staff Development	\$ 2,000	1,333	\$ 390	\$ 943
Volunteer Training & Recognition	\$ 3,000	2,000	\$ -	\$ 2,000
Travel	\$ 6,000	4,000	\$ 2,455	\$ 1,545
Insurance	\$ -	0	\$ 664	\$ (664)
Occupancy	\$ -	0	\$ 6,528	\$ (6,528)
Telephone/Internet/Cell	\$ 1,000	667	\$ 801	\$ (134)
Advertising/Promotion	\$ 1,000	667	\$ 281	\$ 386
Client Travel	\$ 6,200	4,133	\$ 3,765	\$ 368
Translation Services	\$ -	0	\$ 218	\$ (218)
Uninsured Clients	\$ -	0	\$ 35	\$ (35)
Operations & Maintenance	\$ -	0	\$ 1,337	\$ (1,337)
EMR Licenses	\$ 250	167	\$ -	\$ 167
Medical Equipment	\$ -	0	\$ -	\$ -
IT Equipment & Support	\$ 1,500	1,000	\$ 397	\$ 603
Purkinje	\$ 2,000	\$ 1,333	\$ 1,248	\$ 85
	<u>\$ 38,663</u>	<u>\$ 25,775</u>	<u>\$ 20,956</u>	<u>\$ 4,819</u>
Total Operations	\$ 38,663	\$ 25,775	\$ 20,956	\$ 4,819
Total Expenses	\$ 171,500	\$ 114,333	\$ 109,973	\$ 4,361
Total Surplus	\$ -	\$ -	\$ 4,361	

Quest Community Health Centre
Statement of Operations - Dental Operatory
as at November 30, 2018

DRAFT: Dec 18 2018

	Annualized Budget	YTD Budget	Actual Year to Date	Variance
REVENUE				
Henry Schein	\$ -	\$ -	\$ -	\$ -
Green Shield	\$ 11,517	\$ 11,517	\$ 11,517	\$ -
Fowler Family Foundation	\$ 54,373	\$ 23,981	\$ 23,981	\$ -
Other Sources		\$ -	\$ -	
Other Revenue		\$ 485	\$ 485	
Regional Municipality of Niagara	\$ 1,500	\$ 863	\$ 863	\$ -
Ontario Disability Support Program	\$ 2,000	\$ 2,667	\$ 2,667	\$ -
Total Revenue	\$ 69,390	\$ 39,513	\$ 39,513	\$ -
EXPENSES				
Green Shield				
Salaries: Contracted Services	\$ -	\$ 2,710	\$ 2,710	\$ -
Salaries	\$ 10,253	\$ 7,543	\$ 7,543	\$ -
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	\$ 11,517	\$ 11,517	\$ -
Fowler Family Foundation				
Salaries: Contracted Services	\$ -	\$ 903	\$ 903	\$ -
Salaries	\$ 50,890	\$ 19,648	\$ 19,648	\$ -
Benefits	\$ 2,846	\$ 3,430	\$ 3,430	\$ -
Total Fowler Family Foundation	\$ 53,736	\$ 23,981	\$ 23,981	\$ -
Other Sources (ODSP/OW)				
Medical Supplies/Equipment	\$ 2,724	\$ 781	\$ 781	\$ -
Program Supplies	\$ 1,413	\$ 723	\$ 723	\$ -
Total Other Sources Expenses	\$ 4,137	\$ 1,504	\$ 1,504	\$ -
Total Expenses	\$ 69,390	\$ 37,002	\$ 37,002	\$ -
Total Surplus	\$ -	\$ 2,511	\$ 2,511	\$ -

Quest Community Health Centre
Statement of Operations - Dental Program Volunteer Coordinator
as at November 30, 2018

DRAFT: Dec 18 2018

	Annualized Budget		YTD Budget		Actual Year to Date		Variance
REVENUE							
Niagara Prosperity Initiative	\$ 59,126	\$	26,876	\$	26,876	\$	-
Total Revenue	\$ 59,126	\$	26,876	\$	26,876	\$	-
EXPENSES							
Salaries & Benefits							
Salaries	\$ 40,331	\$	18,332	\$	13,779	\$	4,553
Benefits	\$ 8,066	\$	3,666	\$	2,016	\$	1,650
	\$ 48,398	\$	21,999	\$	15,795	\$	6,204
Operations							
Purchased Services	5,750		2,614		0		2,614
Purchased Services: Promotion	375	\$	170	\$	-		170
Administrative Fees	5,375	\$	2,443	\$	-		2,443
Program	4,229		1,922		3,743		(1,821)
Office Supplies/Postage	225	\$	102	\$	21		81
Promotion	938	\$	426	\$	3,051		(2,625)
Meetings/Collaboratives	150	\$	68	\$	-		68
Travel	1,125	\$	511	\$	225		286
Telephone/Internet/Cell Phone	675	\$	307	\$	-		307
Program Supplies	1,116	\$	507	\$	446		61
IT Equipment	750	\$	341	\$	885		(544)
Total Operations	10,729		4,877		4,628		249
Total Expenses	59,126		26,876		20,423		6,453
Total Surplus	0		0		6,453		

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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 November 30, 2018

DRAFT: Dec 18 2018

		Annualized Budget		YTD Budget		Actual Year to Date	Variance
REVENUE							
Registered Nurses Assoc of Ontario	\$	35,000	\$	23,333	\$	23,333	\$ 0
<hr/>							
Total Revenue	\$	35,000	\$	23,333	\$	23,333	\$ 0
EXPENSES							
Purchased Services	\$	33,000	\$	22,000	\$	5,435	\$ 16,565
Staff Development	\$	1,000	\$	667	\$	-	\$ 667
Program Supplies	\$	1,000	\$	667	\$	-	\$ 667
<hr/>							
Total Expenses	\$	35,000	\$	23,333	\$	5,435	\$ 17,898
Total Surplus	\$	-	\$	-	\$	17,898	

Contract Agreement: April 1, 2018 to March 31 2019

Quest Community Health Centre
Statement of Operations - Senior Pride Network Niagara
as at November 30, 2018

DRAFT: Dec 18 2018

	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	\$ 500	\$ -	\$ 500
Speaker & Steering Committee	\$ 800.00	\$ 400	\$ -	\$ 400
Speaker Accommodation	\$ 400.00	\$ 200	\$ -	\$ 200
Brochure/Program	\$ 200.00	\$ 100	\$ -	\$ 100
Refreshments	\$ 300.00	\$ 150	\$ -	\$ 150
Newspaper Advertising	\$ 300.00	\$ 150	\$ -	\$ 150
Space Rental	\$ 300.00	\$ 150	\$ -	\$ 150
Total Expenses	\$ 3,300	\$ 1,650	\$ -	\$ 1,650
Less: In Kind Contributions	\$ (300)	\$ (150)	\$ -	\$ (150)
Less: Steering Committee time/travel	\$ (300)	\$ (150)	\$ -	\$ (150)
Total In Kind Contributions	\$ (600)	\$ (300)	\$ -	\$ (300)
Total Expenses	\$ 2,700	\$ 1,350	\$ -	\$ 1,350
Total Surplus	\$ -	\$ 540	\$ 1,890	
Contract Agreement: May 31, 2018 to March 31 2019		10 months		

Niagara Community Foundation

REVENUE				
Niagara Community Foundation	\$ 2,000	\$ 1,000	\$ 1,000	\$ -
Total Revenue	\$ 2,000	\$ 1,000	\$ 1,000	\$ -
EXPENSES				
Program Supplies	\$ 2,000	\$ 1,000	\$ -	\$ 1,000
Total Expenses	\$ 2,000	\$ 1,000	\$ -	\$ 1,000
Total Surplus	\$ -	\$ -	\$ 1,000	

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 - November 30, 2018

DRAFT: Dec 18 2018

	Annualized Budget	Ytd expenses March 2014	YTD expenses March 2015	YTD expenses March 2016	YTD expenses March 2017	YTD expense March 2018	YTD expense Nov 30 2018	Total
REVENUE								
Ministry of Health	\$ 1,417,590	\$ -	\$ -					\$ 1,417,590
Interest Earned	\$ -	\$ 15,385	\$ 19,165	\$ 14,246	\$ 26,024	\$ 14,475	\$ 10,210	\$ 99,505
Total Revenue	\$ 1,417,590	\$ 15,385	\$ 19,165	\$ 14,246	\$ 26,024	\$ 14,475	\$ 10,210	\$ 1,517,095

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 \$ 1,341,071

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
Summary Statement of Operations
for the period ended November 30, 2018

Dec 18 2018

	Annual Budget	YTD Budget	YTD Actual	Surplus
Quest Operations	\$ 3,499,341	\$ 2,309,528	\$ 2,093,568	\$ 215,960
USAT	\$ 563,500	\$ 375,667	\$ 354,510	\$ 21,157
MAW	\$ 171,500	\$ 114,333	\$ 109,973	\$ 4,360
LHIN's Programs	\$ 4,234,341	\$ 2,799,528	\$ 2,558,051	\$ 241,477
Dental Operatory	\$ 69,390	\$ 39,513	\$ 37,002	\$ 2,511
Volunteer Coordinator	\$ 59,126	\$ 26,876	\$ 20,423	\$ 6,453
Best Practice Spotlight Organization	\$ 35,000	\$ 23,333	\$ 5,435	\$ 17,898
Senior Pride Network Niagara	\$ 4,700	\$ 2,890	\$ -	\$ 2,890
Non LHIN's Programs	\$ 168,216	\$ 92,612	\$ 62,860	\$ 29,752
Total	\$ 4,402,557	\$ 2,892,140	\$ 2,620,911	\$ 271,229

Permanent Site	<u>YTD Actuals</u>	
Capital Funds Received	\$ 1,417,590.00	
Interest Earned	<u>\$ 99,505.00</u>	\$ 1,517,095.00
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>\$ 1,341,071.00</u>