

**April 3 - 4, 2023**

# CHC Boot Camp: Modeling a Successful Finance Department

**PRESENTERS:** Christy Yoakum, Managing Director; Catherine Gilpin, Managing Director

## TRAINING DESCRIPTION

This training will address the components of a health center financial program with detailed discussions regarding internal controls, segregation of duties, managing aspects of significant financial areas, and financial statement processes that should be in place to help the organization prepare for its internal and external reporting requirements. We will address these items in a practical, detailed manner by working through questions and case studies to help paint a “360 degree” picture of the roles and responsibilities of health center financial staff.

## AGENDA

<b>DAY 1</b>	Monday, April 3   8:00 a.m.–5:00 p.m. ET
Staff and Structure of a Finance Department	
Financial Systems and Compliance	
Introduction to Internal Controls & Segregation of Duties	
Managing Cash and Accounts Receivable, Revenue Recognition & 340B	
Investing, Financing, Debt & Leases	
Payroll	

<b>DAY 2</b>	Tuesday, April 4   8:00 a.m.–5:00 p.m. ET
Grants Management Overview	
Grants and Contributions from an Accounting Perspective	
Accounts Payable and Other Liabilities	
Reporting Financial Information	

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## **LEARNING OBJECTIVES**

Upon completion of this program, participants will be able to:

- Discuss the staffing and structure of CHC finance departments
- Describe grant and contribution accounting
- Identify and implement internal controls and segregation of duties
- Discuss Grants Management within a CHC finance department
- Recognize the information needed to communicate with internal and external users

## **CPE INFORMATION**

### **CPE Credit**

Up to 16 CPE credits in the Specialized Knowledge field of study may be awarded upon verification of participant attendance.

### **Program Level**

Intermediate

### **Advance Preparation**

None

### **Prerequisites**

Understanding of and/or exposure to CHC finance.

### **Audience**

CHC operational and finance leaders (CEOs, CFOs, etc.); controllers; other CHC accounting staff

### **Delivery Method**

Group Live

## **REFUND POLICY**

Requests for refunds must be received in writing by April 3, 2023 to Amanda Tekely at [amanda@pachc.org](mailto:amanda@pachc.org) and may be subject to a cancellation fee.

If you have concerns or would like information regarding program cancellation policies or CPE credit, contact us at [cpecompliance@forvis.com](mailto:cpecompliance@forvis.com).



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