

**BROOME COUNTY  
DEPARTMENT OF  
AUDIT AND CONTROL**

**4<sup>th</sup> Quarter Accounts Receivable Analysis**

**April 2004**

*Alex J. McLaughlin, Comptroller*

To: Arthur R. Johnson, Commissioner, Mental Health / Social Services  
Carl G. Olson, Commission, Aviation  
Kevin Roche, Director, Solid Waste  
Claudia Edwards, Director, Health Department  
John F. Demske, Administrator, Willow Point Nursing Home  
From: Alex J. McLaughlin, Comptroller  
Date: 4/28/04  
Subject: Draft report – 4th Quarter 2003 Accounts Receivable Summary

Enclosed is a DRAFT copy of the fourth quarter 2003 summary of Accounts Receivable balances.

If you have any questions or concerns, please call me. If you do not have any questions or concerns, we will release this as a final report on May 10, 2004.

April 28, 2004

Jeffrey P. Kraham, County Executive:

The Department of Audit and Control has compiled a summary of the status of accounts receivable balances in various County departments as of December 31, 2003

Our analysis of the data provided has revealed the following critical issues:

- For the 4th quarter of 2003, the Aviation Department's over 90 day category represents 46.8% of total receivables, of which \$69.7k has been deemed uncollectible. The bad debt is due primarily from one vendor's account.
- The Health Department has shown improved collections in the over 90 day category however, \$17.3k (79.5%) of 21.8k over 90 days is aged 1,601 days, or 4.4 years, and greater due to several overdue Medicaid claims. This account requires Management's attention and if uncollectible, should be indicated as such and, use proper procedures to write down the appropriate balances.
- The Mental Health Department also showed improved collections during the 4<sup>th</sup> quarter 2003 however, the percentage of total receivables 60-90 days and over 90 days is 10.4% and 72.0%, respectively. Continued attention to receivables aged in excess 60 days is critical.
- The Solid Waste Department reported a 44320.1% increase (\$34.84 to \$15,475.97) in the 61-90 day outstanding category. 70% of the total over 90 days is due from one vendor. This account requires attention.

Attached are schedules summarizing the status of significant receivables as of December 31, 2003. The criteria that we established for monitoring was to track balances that were in excess of \$100,000 as of December 31, 2003 and generate from fee for service transactions. If you are aware of other receivable categories that are at risk of becoming uncollectable, please advise.

Sincerely,

Alex J. McLaughlin  
Comptroller

cc: Daniel A. Schofield, Chairman of the Legislature  
Members of the Legislature  
Louis P. Augostini, Clerk of the Legislature  
Arthur R. Johnson, Commissioner, Mental Health Department  
Carl G. Olson, Commissioner, Aviation  
Kevin Roche, Director, Solid Waste Division  
Claudia A. Edwards, Director, Health Department  
John F. Demske, Administrator, Willow Point Nursing Home

**Accounts Receivable**  
**Quarterly Comparison of Data**  
**(3rd quarter 2003 to 4th quarter 2003)**

	1-30			31-60			61-90		
	3rd Qtr (03)	4th Qtr (03)	% Chg	3rd Qtr (03)	4th Qtr (03)	% Chg	3rd Qtr (03)	4th Qtr (03)	% Chg
<b>Aviation</b>	42,739.19	23,415.93	-45.2%	135.00	71,086.23	52556.5%	3,892.96	3,259.50	-16.3%
<b>Health</b>	118,576.17	167,368.70	41.1%	145,370.92	116.00	-99.9%	15,264.50	22,625.17	48.2%
<b>Mental Health</b>	87,831.00	47,963.50	-45.4%	122,936.00	47,398.67	-61.4%	130,635.00	56,350.86	-56.9%
<b>Solid Waste</b>	666,575.72	447,665.26	-32.8%	98,588.89	78,759.76	-20.1%	34.84	15,475.97	44320.1%
<b>Willow Point</b>	1,462,869.26	1,541,970.01	5.4%	1,388,803.54	1,411,143.27	1.6%	201,251.61	256,465.19	27.4%

	Over 90			Total			uncollectible amount
	3rd Qtr (03)	4th Qtr (03)	% Chg	3rd Qtr (03)	4th Qtr (03)	% Chg	
<b>Aviation</b>	82,607.86	85,987.59	4.1%	129,375.01	183,749.25	42.0%	69,727.96
<b>Health</b>	40,914.75	21,776.75	-46.8%	320,126.34	211,886.62	-33.8%	-
<b>Mental Health</b>	709,925.00	390,783.27	-45.0%	1,051,327.00	542,496.30	-48.4%	-
<b>Solid Waste</b>	15,579.66	15,135.45	-2.9%	780,779.11	557,036.44	-28.7%	11,781.01
<b>Willow Point</b>	1,877,488.98	1,637,399.54	-12.8%	4,930,413.39	4,846,978.01	-1.7%	

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