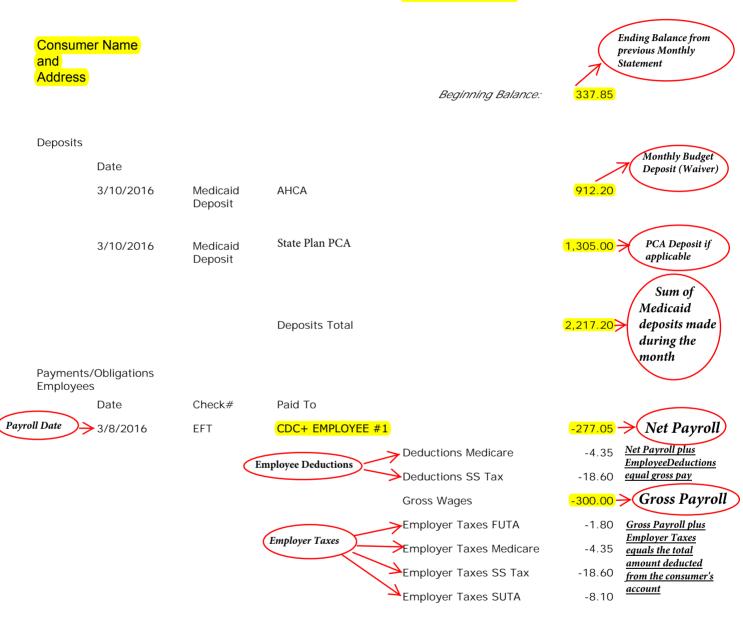




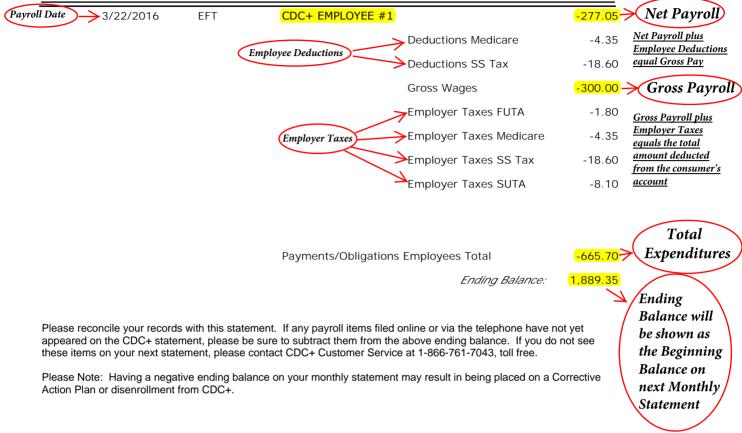
## **Monthly Statement March 2016**



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## How do I read my statement?

- The <u>Beginning Balance</u> is the balance at the beginning of the period covered by the statement. The beginning balance should always match the ending balance on the last month's statement.
- The <u>Deposits</u> section shows the Medicaid deposit and/or deposits for that month, along with the date that the funds were deposited into the account.
- The <u>Payments/Obligations</u> section shows payments to all employees, vendors, and independent contractors, and also shows the deductions and employer taxes related to these payments;
  - For employees, the *net payroll* amount is the amount that is actually paid to the employee. The *employee deductions* amounts are the employee portion of FICA, Federal withholding taxes and wage garnishments, if applicable. The *gross payroll* amount is the total of the net check amount plus the employee deductions.
  - The *employer taxes* are the taxes that the consumer/employer pays for state and federal employer taxes. All of the items mentioned above appear on your monthly statements. All of them except employer taxes appear on check stubs.
  - The vendor section includes all payments made to vendors and independent contractors, as well as reimbursements and cash checks paid to the consumer or consumer representative. Payments to vendors and independent contractors do not have deductions or employer taxes.
- The Other section shows any account adjustments that occurred during the
  month, such as returned checks credited to the account. If adjusted amounts in
  this have a minus sign, they are deductions from the account, but if they are
  positive amounts, they are added to the account. If your account did not have
  any adjustments during the reporting period, the Other section will not appear on
  your statement.
- The <u>Ending Balance</u> is calculated by adding the Medicaid deposit to the Beginning Balance, then subtracting all Payments/Obligations for the month, and adding or subtracting any special account adjustments in the Other section as appropriate.