

How do I read my statement?

- The Beginning Balance 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 March statement will reflect a zero beginning balance for all consumers because APD has not yet completed the reconciliation process with the prior fiscal agent. Once this process is complete, your statement will reflect your transferred balance.**
- The Deposits section shows the Medicaid deposit for that month, along with the date that the funds were deposited into the account.
- The Payments/Obligations 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 *check amount* is the net amount of the check, or the amount that is actually paid to the employee. The *deductions* amount includes deductions such as the employee portion of FICA and federal withholding taxes and wage garnishments, if applicable. The *gross wages* amount is the total of the net check amount plus 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 section 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 Ending Balance 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.