

Valleywise Health Administrative Policy & Procedure

Effective Date: 08/06

Reviewed Dates: 3/10, 03/15, 01/21, 01/23, 01/25

Revision Dates: 04/09, 03/11, 02/13, 02/17, 02/19

Policy #: 99008 G – Finance

Policy Title: Financial Reports

Scope: ☒ **District Governance (G)**
☐ **System-Wide (S)**
☐ **Division (D)**
☐ **Multi-Division (MD)**
☐ **Department (T)**
☐ **Multi-Department (MT)**
☐ **FQHC (F)**

Policy:

The Board of Directors shall receive a monthly financial package that includes financial reports on a consolidated basis for the District. This financial package will consist of at least a Balance Sheet, Income Statement, and Cash Flow Report. The Income Statement shall compare the current month's financial results to that of the same month in the previous year and to the current month's budget. Year-to-date results shall be compared to the same measures as well. The Balance Sheet shall compare the current month ending balances to the prior fiscal year ending balances. The Cash Flow Report shall show the receipts and disbursements of cash for the current month and fiscal year-to-date.

The monthly financial package will also include key operating indicators and statistical reports to assist in identifying trends that affect the operations of Valleywise Health Medical Center, or other stand-alone business units.