

Department of Pediatrics

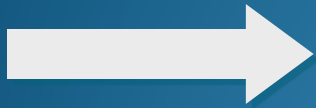
Budget Planning

April 30, 2014

Budget Planning

Planning Summary

Goal



Prepare Fiscal Year budget proposal which meets the assigned Target

Departments will receive a letter from the Dean with the all funds operating margin target

Departments are expected to meet or exceed their targets

Budget Planning

Budget Process Timeline

- Department financial model updated October
- Division targets provided ~ November

Budget Planning

Budget Modeling

Washington University School of Medicine Department of Pediatrics						
	FY11 Actual	FY12 Actual	FY13 Actual	FY14 Original Budget	Rolling 12 Months	FY15 Projection
Charges:						
Revenue:						
FFS Revenue						
Sales & Service Revenue						
Other Revenue						
Total Revenue						
Expenses:						
Personnel Costs						
Other Direct Expenses						
Malpractice						
Bad Debt						
Indirect Expenses						
Total Expenses						
Income/(Loss)						

Budget Planning

Budget Modeling – Revenue Assumptions

- FFS Revenue
 - Volume
 - Physician recruitments
 - Payment escalators
- Sales & Service Revenue per contract terms
- Other Revenue

Budget Planning

Budget Modeling – Expenses Projections

- Personnel Costs
- Other Direct Expenses
- Malpractice
- Bad Debt
- FPP Allocation & Clinical Space Allocation
- Dean's Overhead

Budget Planning

Budget Process Timeline

- Finance Department loads RAPS with historical Revenue and Expense
- Webinars for RAPS budget review for Administrative team
- Department Budget Guidelines are revised for new fiscal year
- Pre-budget meetings with Dr. Schwartz (November – Early December). Topics of discussion include proposed faculty salaries, new recruits, programmatic changes, and other major funding issues.
- One week prior to each Division meeting the faculty salary planning sheet should be submitted to Dr. Schwartz

Budget Planning

Budget Process Timeline

- Budget assumptions from Finance are received between November and December (i.e. medical liability expense, staff and faculty salary targeted increases, social security estimates, benefits estimates, etc.)
- Detailed due dates are provided on the Budget Meeting Schedule
- All initial Division budget due dates are staggered, with the last one being due by the end of the third week of December

Budget Planning

Budget Process Timeline

- Initial budget submissions are reviewed. Revisions requested.
- Budgets updated
- Initial results are reviewed by Dr. Schwartz
- Budgets revised
- Complete/Approved budget by end of January
- Final Budget due to Office of Resource Planning and Analysis February 10th
- TEAM budget meetings every other week

Budget Planning

Budget Process Timeline

- Final budget is submitted using the RAPs Budget system to the Office of Resource Planning and Analysis on February 10th
- Budgets are reviewed and challenged by the Office of Resource Planning and Analysis, George Andersson, Rick Stanton, and the Dean
- Department responds to questions. Budget adjustments are made, if necessary
- Final decision regarding staff and faculty increases are given by Finance with the approval of the Dean
- Process may continue until the end of June