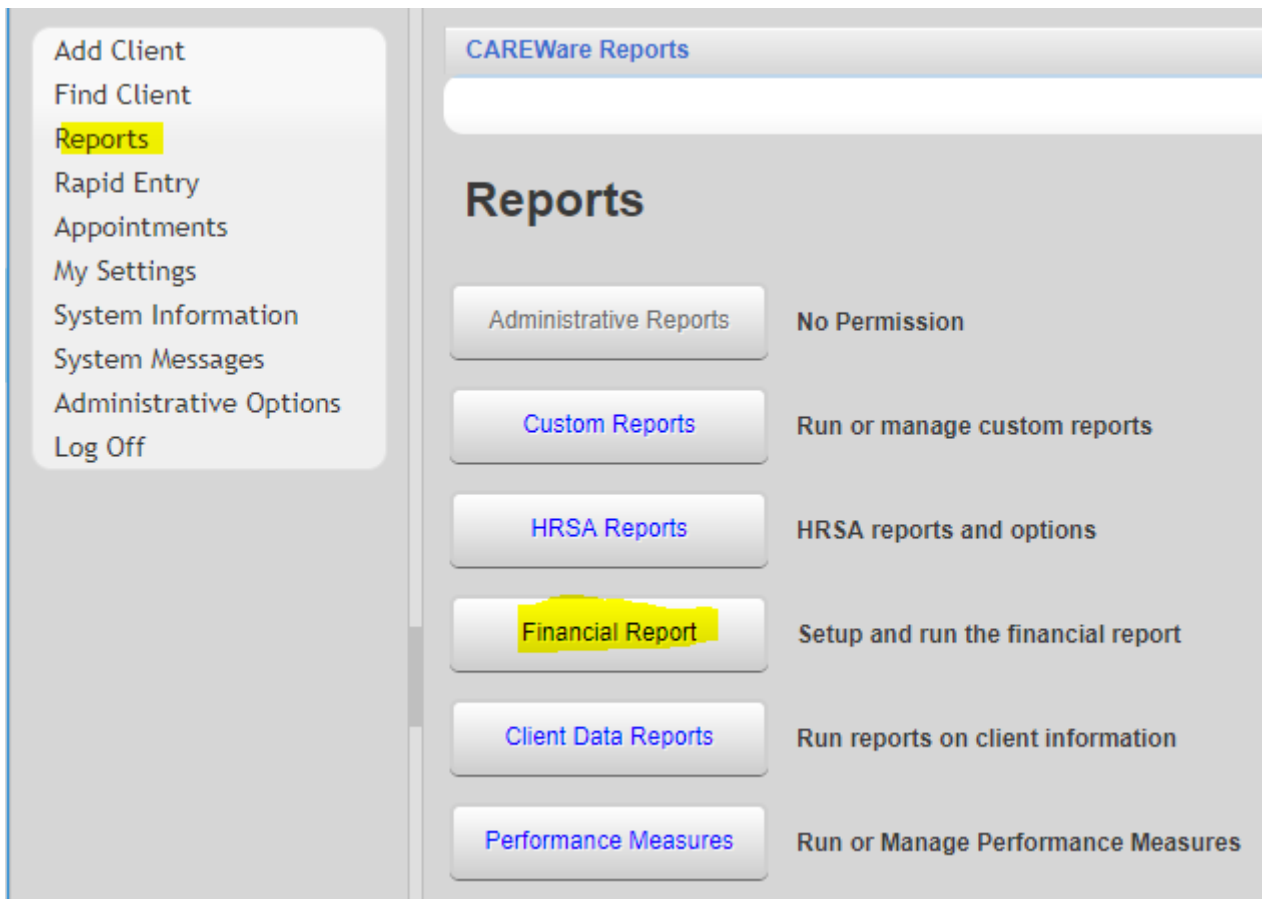


Financial Report

The financial report is a services report that shows an unduplicated client count by service category and subservice. The financial report can be filtered by funding source and can include additional custom filters. In Central Administration, it can be run for a single provider domain or for multiple domains.





To access the financial report:

1. Click Reports.
2. Click Financial Report.

CAREWare Reports > Financial Report Settings

Funding Source Filter Edit Filter Run PDF Back

Begin Date: 

End Date: 

Funding Sources:

No Funding Source Filter Applied.

Include Subservice Detail?:

Include Provider Information?:

Pull Amount Received from receipts in the date span?:

Apply Filter:

Filter Description:

Report Filter is empty

To run a financial report:

1. Select at least one funding source filter (check all funding sources that apply).

CAREWare Reports > Financial Report Settings

Save Cancel Print or Export

Search:

Select	Funding Source
<input type="checkbox"/>	HIV services
<input type="checkbox"/>	HOPWA
<input type="checkbox"/>	HOPWA_8a9e
<input checked="" type="checkbox"/>	Part A
<input type="checkbox"/>	Part B
<input type="checkbox"/>	Part C
<input type="checkbox"/>	Part D
<input type="checkbox"/>	Part D Youth
<input type="checkbox"/>	Part F, Part A MAI
<input type="checkbox"/>	Part F, Part B MAI

2. Click Save.
3. Select a Begin and End Date.

CAREWare Reports > Financial Report Settings

Funding Source Filter Edit Filter Run PDF Back

Begin Date: 6/1/2018

End Date: 6/30/2018

Funding Sources: Part A

Include Subservice Detail?:

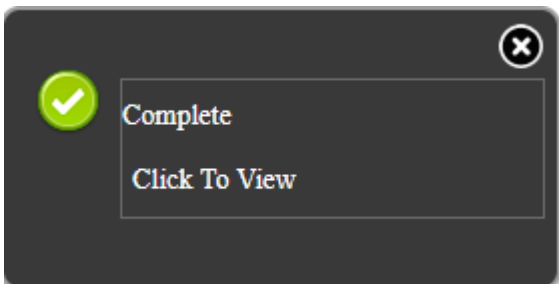
Include Provider Information?:

Pull Amount Received from receipts in the date span?:

Apply Filter:

Filter Description: Report Filter is empty

4. Click Run.
5. Click to View.



Financial Report

Friday, June 1, 2018 through Saturday, June 30, 2018

Report Criteria:

Providers: Tester

Funding Sources: Part A

Group By Providers: False

Include Subservice Detail: False

Receipts In Period: False

Tester

	Clients:	Units:	Total:
Outpatient/Ambulatory Health Services			
Outpatient/Ambulatory Health ServicesTotals:	1	1	\$0.01

Provider Totals:	1	1	\$0.01
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The financial report has several additional features that can be used to refine results.

CAREWare Reports > Financial Report Settings

Funding Source Filter Edit Filter Run PDF Back

Begin Date: 6/1/2018

End Date: 6/30/2018

Funding Sources: Part A

Include Subservice Detail?:

Include Provider Information?:

Pull Amount Received from receipts in the date span?:

Apply Filter:

Filter Description: Report Filter is empty

Edit Filter – Allows a user to include services report type custom filter criteria in the financial report. An example would be filtering for women and children by including report filters for age and gender.

CAREWare Reports > Financial Report Settings > Edit Filter

Manage Add Move Up Move Down Delete Templates Back Print or Export

Report Filter

Search:

Operator	Paren.	Field Name	Is Not	=	>=	<=	Null	Paren.	Status
	(Age			25				Complete
AND		Gender		Female)	Complete
OR		Age			13	24			Complete

CAREWare Reports > Financial Report Settings

Funding Source Filter Edit Filter Run PDF Back

Begin Date: 6/1/2018

End Date: 6/30/2018

Funding Sources: Part A

Include Subservice Detail?:

Include Provider Information?:

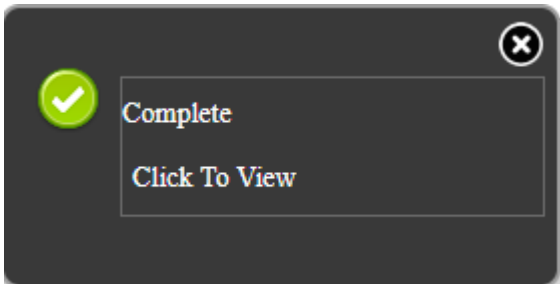
Pull Amount Received from receipts in the date span?:

Apply Filter:

Filter Description: Age >= 25 AND Gender = Female OR Age >= 13 <= 24

PDF – Will generate the results in a PDF format.

1. Click PDF.
2. Click to View.



Include Subservice Detail? - If this is checked, the report will include subservices for each service category.

Note: The number of clients for each subservice will be unduplicated and the number of clients for each service category will be unduplicated. The total number of clients for the service category may be lower than the total for all clients for all subservices of that service category because a client may receive more than one subservice of a service category in that date span for that funding source.

Include Provider Information – If this is checked, the report will include the provider's phone number and address as entered in provider setup.

Pull Amount Received from receipts in the date span – If this is checked, the report will include payments collected for services.

Apply Filter – If this is checked, the report will include filter criteria added to the report using *Edit Filter* and listed in *Filter Description*.

To print values in a window click *Print or Export* to get to the *Report Setup*.

Client Search > Report Setup

[Back](#)

Print or Export

Print Current Page	Generate a report for the current page in a printable format
Print All Pages	Generate a report for the current list in a printable format
View Current Page as a PDF document	Generate a PDF document for the current page in a printable format
View All Pages as a PDF document	Generate a PDF document for the current list in a printable format
Printable List Format Options	Customize the report format
CSV Export (All Pages)	Download the list as a CSV File

Click *Printable List Format Options* to edit the format of printed pages.

Client Search > Report Setup > Report Format

[Edit](#) [Back](#)

Title Font:	<input type="text" value="Georgia"/>
Title Font Size:	<input type="text" value="12"/>
Bold Title:	<input checked="" type="checkbox"/>
Italicize Title:	<input type="checkbox"/>
Underline Title:	<input checked="" type="checkbox"/>
Report Header Font:	<input type="text" value="Times New Roman"/>
Report Header Font Size:	<input type="text" value="12"/>
Bold Report Header:	<input type="checkbox"/>
Italicize Report Header:	<input type="checkbox"/>
Column Header Font:	<input type="text" value="Times New Roman"/>
Column Header Font Size:	<input type="text" value="10"/>
Bold Column Headers:	<input checked="" type="checkbox"/>
Italicize Column Headers:	<input type="checkbox"/>
Underline Column Headers:	<input checked="" type="checkbox"/>
Data Row Font:	<input type="text" value="Times New Roman"/>
Data Row Font Size:	<input type="text" value="10"/>
Bold Data Rows:	<input type="checkbox"/>
Italicize Data Rows:	<input type="checkbox"/>