

FINANCIAL ADMINISTRATION

SECTION	SUBJECT
1	GENERAL 1.0. General 2.0. Corporate Internal Review 3.0. Protection Of Government Funds
2	FINANCING MECHANISMS 1.0. General 2.0. Establishing Bank Account 3.0. Establishing a Link to the Federal Reserve Bank 4.0. Contractor Responsibilities 5.0. Approval And Release Of Payments 6.0. Under/Over Payments Of Claims 7.0. Draw Downs On The Federal Reserve 8.0. Check Reporting Requirements 9.0. Year End Processing
3	TED - VOUCHER PREPARATION, CHECK RELEASE AUTHORIZATION AND PAYMENT INTEGRITY 1.0. Voucher Transmission Requirements 2.0. Approval And Release Of Payments 3.0. Check Reporting Requirements 4.0. Financial Editing Of Detail Claims Data 5.0. Voucher Integrity 6.0. Interest Payments 7.0. Payment Suspension And TED Processing During Partial Funding Shortages
4	NON-TED VOUCHERS 1.0. General 2.0. Computation Of Payments 3.0. Approval And Release Of Payments 4.0. Check Reporting Requirements
5	NON-ROUTINE CHECKS AND VOUCHERS 1.0. Manual Checks 2.0. Approval And Release Of Payments 3.0. Check Reporting Requirements 4.0. Other Adjustments
6	PAYMENTS TO BENEFICIARIES/PROVIDERS 1.0. Checks 2.0. Electronic Funds Transfer (EFT)

SECTION	SUBJECT
7	REFUND AND COLLECTION PROCEDURES 1.0. General 2.0. Collection And Deposit Procedures 3.0. Reporting Refunds, Partial Offsets And Interest Collected 4.0. Installment And Partial Repayments 5.0. Offsets 6.0. Reissuance Of Refund Payments 7.0. Accounts Receivable Held By The Contractor
8	STALEDATED, VOIDED, OR RETURNED CHECKS/EFTS 1.0. Cancellations And Staledated Checks 2.0. Replacement Checks 3.0. Repayment Of Voided Or Returned Checks 4.0. Electronic Funds Transfers (EFTS) 5.0. Reissuance Of Checks When Original Payee Is Deceased
9	ADMINISTRATIVE CONTRACT LINE ITEM NUMBER (CLIN) PAYMENTS 1.0. Payment 2.0. Method Of Claim Count 3.0. <i>Determining Applicable Administrative Fee</i> 4.0. <i>Administrative CLIN Payment Eligibility</i>
10	REPORTS 1.0. Non-Financially Underwritten Bank Account Reconciliation Report 2.0. Accounts Receivable Report 3.0. CAP/DME Electronic Data Submission Report 4.0. Check Issue Report
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