

CLERK OF THE CIRCUIT COURT

Finance and Accounting

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Gainesville, FL 32601


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J.K. "Jess" Irby, Esq. – Clerk

www.alachuaclerk.org

MEMORANDUM

To: J.K. "Jess" Irby, Esq.
Clerk of the Circuit Court

From: Todd Hutchison
Assistant Clerk/Finance Director 

Re: Clerk Authorization for EMS Write-Down

Date: July 30, 2020

At the Board meeting on September 23, 1997, the Board of County Commissioners formally adopted a Comprehensive Collection Policy. This policy authorizes the Clerk to write-down the accounts receivable for Medicare/Medicaid compliance, Myers, Baker, and Marchman Act compliance, and small dollar (less than \$5.00) amounts. Pursuant to the aforementioned policy, the following is a listing of account balances awaiting authorization for write down:

Description	Write-Down Amount
EMS	
Baker Act	2,898.25
Marchman Act	-
Small Balance-Less Than \$5.00	73.51
Total to be Authorized for Write-Down	\$2,971.76

The above authorization will have the following effect on the EMS receivable balance:

Signature: Todd Hutchison
Todd Hutchison (Aug 3, 2020 16:23 EDT)

Email: nth@alachuaclerk.org

Fund	As of 9/30/19 Audit	As of 7/29/20 (Logos)	After Write- Down	Write-Down Amount
EMS				
Accounts Receivable	\$7,127,215.73	\$8,079,931.66	\$8,076,959.90	\$2,971.76
Less Allowance for Uncollectible Accounts	-\$5,149,240.73	-\$7,038,233.27	-\$7,035,261.51	
Net Accounts Receivable	\$1,977,975.00		\$1,041,698.39	

These uncollectible accounts are for ambulance services during the period March 26, 2010 through February 9, 2020.

Although these accounts are removed from the County's books pursuant to Generally Accepted Accounting Principles, the debt has not been extinguished and we will still be able to accept payment.

I have attached a listing of EMS printouts and dates of service for your reference. Please sign below to authorize the above-described write-down of Medicare/Medicaid compliance, Myers, Baker, and Marchman Act compliance, and small dollar (less than \$5.00) amounts. Please feel free to call me if you have any questions or if I can be of any further assistance.

Authorized By:



J.K. "Jess" Irby, Esq.

Aug 3, 2020

Date

Attachment

NTH/cel