

## Accounting Services

Some firms will gladly help you extinguish a fire; we will help you prevent one. We are proactive and hands-on in all financial assessment and reporting. We keep our clients close and tend to be actively involved, not just quarter-to-quarter or year-to-year but weekly, even daily if necessary. Grand Management Group accounting professionals can provide objective advice and critical guidance with every report, adding meaning to the numbers. We offer a secure client login to access and retrieve your practice financial documents.

### Accounting & Financial Statement Services

- Preparation and review of financials
- Department and cost center accounting
- Statistical comparisons
- Overhead analysis
- Daily Balancing

### Solo & Group Practice Services

- Income splitting formulas
- Practice valuations
- Recruitment
- Business start-up services

### Payroll Services

- Time calculations and payment of staff and providers
- Payment through direct deposit or paper checks
- Employee on-line check & W2 portal services
- Bonus calculations

### Payables Services

- Timely bill pay
- Real-time checkbook balance



**YOU CARE FOR  
THE PATIENTS.  
WE TAKE CARE OF  
EVERYTHING ELSE.**

Accounting Services  
Practice Management  
Payroll & Payable Services  
Retirement Services  
Tax Services

**Count on us to manage your practice  
so you can practice medicine.**

Every month seems to bring additional complexities to healthcare; new layers of paperwork, new regulations to learn, new policies to develop and implement. You can easily spend as much time caring for your practice as you do for the people who seek your professional help. Is this how you wanted to spend your career?

We support you with efficient, personal service; relevant, reliable information; and effective, innovative solutions that keep pace with your changing needs and the requirements of a dynamic profession. We can help you manage financial priorities, enhance your practice management methods, and take full advantage of new opportunities. We offer **accounting, tax, retirement, consulting** and **practice management** services that are healthcare specific and seamlessly integrated.

*We love what we do – We are as passionate about your practice as we are about ours.*



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## Practice Management Services

Take away the accounting and financial aspects of your practice and there are office manager duties, hiring procedures, salary assessments, employee health and benefit plans, space leasing and/or purchasing, IT issues and you are still left with a significant number of responsibilities.

Grand Management Group is unique in that we also bring practice management skills and experience to support your entire practice.

### Human Resource Services

- Current employee protocols and policies
- Salary surveys
- Hiring and dismissal
- Staff education & training

### Software Consulting Services

- Assess billing and EHR system with the individual practice in mind
- Implementation and workflow assistance individualized to the practice
- Identify the best-fitting Meaningful Use criteria and assist the practice in achieving Meaningful Use

## Patient Centered Medical Home Adoption

- Identify inefficiencies and gaps in care
- Develop and implement practice specific policies and protocols
- Establish better workflows
- Create performance reports
- Educate and train staff

## Billing Consulting Services

- Practice financial policies
- Billing process review
- Reimbursement consulting
- Fee surveys
- Insurance credentialing
- Chart audits
- Compliance reviews
- E/M coding analysis

## On-site Management

- We can provide management support within your practice based on your individual needs
- Operational Assessment
- Identify inefficiencies throughout the practice, establishing better workflows and a functional hierarchy of responsibility.

## Education & Training Services

- Job performance enhancement
- Billing and coding training
- Leadership management styles
- Paraprofessional development
- HIPAA policies and training
- OSHA policies and training

## Retirement Services

Grand Management Group has helped many healthcare professionals start their businesses as well as make the transition into retirement. We recognize your unique needs and meet them with service that is hands-on, ensuring the retirement you are working towards. We can work with your existing plans or start new ones.

### Profit Sharing and 401(k) Plan

- Profit Sharing
- 401(k) Elective
- Roth Elective
- Safe Harbor
- Cross Tested

### Health Savings Accounts

- Set-up, design and educate

### Trust and Participant Accounting

- Plan Valuations - Annual / Quarterly
- Participant Certificates
- Contribution Calculations - Annual / Quarterly
- Plan Testing
- Plan Amendments

### Cafeteria / Section 125 Plans

- Medical Reimbursement Flexible Spending Plan
- Dependent Care Plan
- Health Insurance Premium Plan
- Adoption Assistance Flexible Spending Plan

## Tax Services

Taxes and the changing regulations that guide them may be among the toughest challenges you face. Our tax specialists invest significant time each year in conferences and seminars, staying up-to-date on tax law so that we can be a trusted resource. Our financial management team can review and recommend changes to your tax structure that can help reduce your tax burden. We offer a secure client login to access and retrieve your individual and practice tax documents.

- Individual
- Partnerships
- Corporate
- Limited Liability Corporation
- Trust

