

# Trial Balance Example

	A	B	C	D	E	F	G	H	I
1	Provider Name		Cost Report Number			Period			
2									
3		Trial Balance Or Financial Statement used			Adjustments (as applicable)	To Cost Report			
4									
5	Revenues:		XX.XX						
6	DAHS		XX.XX						
7	MCO Amerigroup		XX.XX			XX.XX			
8	MCO Molina		XX.XX			XX.XX			
9	MCO Superior		XX.XX			XX.XX			
10	Private Pay		XX.XX			XX.XX			
11	Medicare		XX.XX			XX.XX			
12	Veterans Administration		XX.XX			XX.XX			Depends How cost report is changed.
13									Depends How cost report is changed.
14									
15	Expenses:								
16	Attendants	XX.XX				XX.XX			
17	Drivers	XX.XX				XX.XX			
18	Employee Benefits-Attendants	XX.XX				XX.XX			
19	RN	XX.XX				XX.XX			
20	LVN	XX.XX				XX.XX			
21	Activity Director	XX.XX				XX.XX			
22	Dietician	XX.XX				XX.XX			
23	Food Service Personnel	XX.XX				XX.XX			
24	Other Permanent Direct Care Staff	XX.XX				XX.XX			
25	Employee Benefits-Non-Attendants	XX.XX				XX.XX			
26	Administrator	XX.XX				XX.XX			
27	Assistant Administrator	XX.XX				XX.XX			
28	Owner	XX.XX				XX.XX			
29	Other administrative Staff	XX.XX				XX.XX			
30	Other Facility & Operations	XX.XX				XX.XX			
31	Employee Benefits - Admin and Op Staff	XX.XX				XX.XX			
32	FICA and Medicare Taxes	XX.XX				XX.XX			
33	Unemployment Taxes	XX.XX				XX.XX			
34	Workers' Compensation Premiums	XX.XX				XX.XX			
35	Workers' Compensation Paid Claims	XX.XX				XX.XX			
36									
37	Rent/Lease - Building and Building Equip	XX.XX				XX.XX			
38	Rent/Lease - Departmental Equipment	XX.XX				XX.XX			
39	Interest - Mortgage	XX.XX				XX.XX			
40	Insurance - Building & Equipment	XX.XX				XX.XX			
41	Taxes - Ad valorem Taxes	XX.XX				XX.XX			
42									
43	Electric & Water	XX.XX							
44	Telephone	XX.XX							
45	Utilities & Telecommunications Subtotal	XX.XX				XX.XX			
46									
47	Building/Equipment-Contracted Services and R&M	XX.XX				XX.XX			
48									
49	Non-Depreciable Equipment	XX.XX							
50	Uniforms	XX.XX							
51	Nursing & Medical Supplies	XX.XX							
52	Office Supplies	XX.XX							
53	Cleaning	XX.XX							
54	Operation Supplies - Subtotal	XX.XX				XX.XX			
63	Staff Training/Seminars-Non Admin Staff	XX.XX				XX.XX			
64	Staff Training/Seminars-Admin	XX.XX				XX.XX			
65	Insurance - Liability	XX.XX				XX.XX			
66	Travel	XX.XX				XX.XX			
67	Fees - Management	XX.XX				XX.XX			
68									
69	Accounting Fees	XX.XX							
70	Payroll Fees	XX.XX							
71	Fees - Contracted - Subtotal	XX.XX				XX.XX			
72									
73	License and Permits	XX.XX				XX.XX			
74	Interest - Other	XX.XX				XX.XX			
75	Taxes - Texas Corporate Franchise Tax	XX.XX				XX.XX			
76	Taxes - Other (Personal Property Tax)	XX.XX				XX.XX			
77	Staff Medical Supplies, Activity Supplies, &	XX.XX				XX.XX			
78	Emergency Personal Care Supplies	XX.XX				XX.XX			
79	Housekeeping	XX.XX				XX.XX			
80	Food, Beverages, and Food Supplies	XX.XX				XX.XX			
81	Contracted Food services	XX.XX				XX.XX			
82	Other Food and food Expenses	XX.XX				XX.XX			
83	Advertising - Public Relations	XX.XX				XX.XX			
84	Advertising - Hiring	XX.XX				XX.XX			
85	Dues and Memberships	XX.XX				XX.XX			
86	Other	XX.XX				XX.XX			

**Regardless of whether the supporting documentation is system-generated, it must always be in a spreadsheet format (i.e., Excel). PDFs and images are not acceptable forms of documentation**