

The purpose of this Health Sciences Center Operating Policy and Procedure (HSC OP) is to establish the rules and requirements for managing and reconciling the trust funds for the Medical Practice Income Plan (MPIP).

This HSC OP will be reviewed on April 1 of every even numbered year (ENY) by the Executive Associate Dean, School of Medicine and the Managing Director of Accounting Services, with recommendations for revisions forwarded to the Executive Vice President of Finance and Operations.

1.

were established in Banner for recording the financial activity that is reflected in athenaIDX at each campus. The Banner trust funds are: Amarillo 132004, Lubbock 131003, and Odessa 134002.

2.

The trust funds were established to allow for central management of the MPIP patient accounting system (athenaIDX, Veradigm, etc.) and collections functions at each campus. The trust funds facilitate patient revenue postings that often involve more than one MPIP department.

Deposits recorded in the trust funds should \_\_\_\_ include patient income that is maintained in the patient accounting system. Other MPIP revenue that is not patient based, including most contract revenue, should not be recorded in a trust fund and instead should be posted directly to the applicable MPIP FOAP(s) of the department(s) that earned the revenue. If an incentive payment is received from a payer in conjunction with routine patient income, these payments shall be identified and moved out of the Trust Fund to the appropriate FOPs.

Distributions from the trust funds are processed based on data provided by the MPIP Business Office. Expense distributions from the departments to the appropriate fund or account occur at the ~~time of over 60 days distribution.~~

viewed monthly reconciliation must be submitted to  
ation for the School of Medicine on each respective

