

# Links to Payroll & Accounting Systems Module

**Alchemy Technology's Service Management System (SMS) is a community care software package consisting of a core standard package supplemented by a range of optional Modules that can be purchased as required.**

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(A summary of the Standard features is overleaf)

The **Links to Payroll & Accounting Systems Module** is one of the additional Modules for the standard SMS package.

It allows payroll/client fees/external billing information to be put into a file compatible with your accounting, payroll and award / roster validation system (current Interfaces exist for Attache, RosterOn, TABS).

## **Benefits provided by the Interfaces Module:**

- **Automatically** works out a worker's pay codes based on the 'rules' entered into the system (i.e. your pay policy or Award details).
- Cost centre codes can be entered so that accounting, payroll and award / roster validation systems can import and easily interpret the information.
- For HACC organisations, offers ability to obtain pay/client fee info for HACC unit costings per service type.
- In-built validations ensure information is accurate.
- Saves double entry of information into SMS and then into accounting systems.

Many organisations find the module pays for itself with the time saved in automatically allocating the correct cost centre to each service.

## **Other SMS optional Modules that may assist your payroll:**

(see separate Factsheet)

### **Travel Distances & Times**



## **Purchase Costs and Support Packages**

Costs are based on individual organisations requirements of optional Modules and the levels of support package. A quote can be obtained by contacting our support staff.

# SERVICE MANAGEMENT SYSTEM (SMS)

## Summary of the core standard features:

*(you may not utilise all these feature immediately – you simply use what you need!)*

### Client Management:

- Personal records/care plans/case notes
- Service records for all service types/ assessments/reviews
- Client Fee invoicing
- Wide range of statistical reports

### General Management:

- Waiting List management
- Mail merge for letters and labels
- Complaints monitoring
- Brokered agency billing/costing
- Reports – wide range of reports available

### Worker /Volunteer Management:

- Personal records
- HR features
- Training records
- Summarise service hours for payroll
- Wide range of reports

### Roster Management:

- Mix 'n' Match various screens and functions to suit your preferred way of rostering
- Selection of client/ worker/ volunteer roster reports
- Ability to e-mail rosters direct from the system
- Integration with other SMS Modules (e.g. Payroll Links) provides further enhancement

## Includes a powerful Feature no other database can give you

**A unique feature called Data Groups enables you to:**

- Categorise your clients workers and services into Groups to match your organisations structure (e.g. Day Centre, In Home, Transport, HACC, CACP, VHC etc)
- Have the option to log into a Group and only see client/ worker and service records assigned to it (e.g. Day Centre will only see Day Centre Clients, Workers and Services)
- Obtain a wide range of reports on each of your Groups...effectively every screen and every report!!

It is a very flexible feature that customises the Standard system to your individual structure. Ask for a demonstration to see the benefits for your organisation.

## How to Contact us

FAX INFORMATION REQUEST -FAX THIS SHEET TO 08 9324 2226

NAME \_\_\_\_\_

ORGANISATION \_\_\_\_\_ TEL NO \_\_\_\_\_

{ } YES, I would like more information - please contact me to discuss

or

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