



update

for finance contacts

ISSUE 5 – DECEMBER 2010

He maahi taahi tātau working together for children and young people with high and complex needs

Hi Everyone

It's been a long time since I sent out an update to you all. It is now the end of the year and I hope everyone is winding down to a nice Christmas and summer break. I want to thank you for all the hard work you have done around the HCN finances this year. There have been quite a few changes to the funding processes this year, most of which you are aware of, and some of which I will tell you more about here.

Invoices from education and health lead agencies

All invoices are now going directly to the Ministry of Social Development Accounting Centre instead of to me. A new system has been developed so invoices can be scanned from the Accounting Centre; I am able to match these with our approvals and Cynthia can authorise payments electronically. This will mean faster payment of invoices in the future. I am aware there have been some glitches with this process, but I expect these will be rare from now on – fingers crossed!

Trial of Child, Youth and Family lead agency payments on CYRAS in the South Island

In July we started trialling running the HCN client costs through the Child, Youth and Family CYRAS programme in the South Island. Whilst we hoped this will make less work out at the sites, it is taking up a lot more administration time here at the Unit. There are a few process issues to be worked through and, if these are resolved then we intend to roll it out across the rest of the country next year.

CYF services coordinator payments from March 2011

From March next year we will stop making automatic credits to the site cost centre for services coordinator payments. We consider these to be a client plan cost and should be paid via CYRAS and added to the journals as per all other client costs.

The HCN website has had a makeover

The HCN website has had a complete revamp and is now MUCH easier for people to navigate around and find the information they need. Head to www.hcn.govt.nz and have a look. If you look hard enough you may also discover a photo of me!

Handbooks for the finance contacts

We have had this in draft form on our website for a long time. Because the different agencies have different processes, we decided to split them into two separate documents: one for Child, Youth and Family and one for both education and health lead agencies. These will be unveiled on our website in the New Year.

Please contact me if you have any queries on 04 918 9271 or email Emma.Petry003@cyf.govt.nz

Emma Petry - HCN Administration Support



Merry Christmas