### HOSPITAL SERVICE DISTRICT NO. 1B OF THE PARISH OF RICHLAND, STATE OF LOUISIANA. d/b/a RICHARDSON MEDICAL CENTER

### FINANCIAL STATEMENTS

AND

INDEPENDENT AUDITORS' REPORT

FOR THE YEARS ENDED

SEPTEMBER 30, 2001, 2000 AND 1999

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 40002

# HOSPITAL SERVICE DISTRICT NO. 1B LEGISLAND AND TOR OF THE PARISH OF RICHLAND, STATE OF LOUISIANA d/b/a RICHARDSON MEDICAL CENTER HOSPITAL ENTERPRISE FUND YEARS ENDED SEPTEMBER 30, 2001, 2000 AND 1999

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### INDEPENDENT AUDITORS' REPORT

Board of Commissioners Hospital Service District No. 1B Parish of Richland, State of Louisiana Rayville, Louisiana

We have audited the accompanying general purpose financial statements of Hospital Service District No. 1B, Parish of Richland, d/b/a Richardson Medical Center (the Hospital), a component unit of the Richland Parish Police Jury, as of and for the years ended September 30, 2001, 2000 and 1999, as listed in the foregoing table of contents. These general purpose financial statements are the responsibility of the Hospital's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Hospital Service District No. 1B, Parish of Richland, as of September 30, 2001, 2000 and 1999, and the results of its operations and cash flows for the years then ended in conformity with generally accepted accounting principles generally accepted in the United States of America.

In accordance with <u>Government Auditing Standards</u>, we have also issued our report dated February 11, 2002, on our consideration of the Hospital's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with <u>Government Auditing</u> <u>Standards</u> and should be read in conjunction with this report in considering the results of our audit.

Board of Commissioners Hospital Service District No. 1B Parish of Richland, State of Louisiana Page Two

Our audits were performed for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The supplementary information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the general purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements, and in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Certified Public Accountants

Lester, Miller of Wells

February 11, 2002

## HOSPITAL SERVICE DISTRICT NO. 1B OF THE PARISH OF RICHLAND, STATE OF LOUISIANA d/b/a RICHARDSON MEDICAL CENTER HOSPITAL ENTERPRISE FUND BALANCE SHEETS - UNRESTRICTED FUNDS SEPTEMBER 30, 2001, 2000 AND 1999

ASSETS	2001	2000	<u> 1999</u>
Current			
Cash and cash equivalents (Notes 2 & 3) Accounts receivable, net (Note 4) Estimated third-party payor settlements Accrued interest Inventory Prepaid expenses	\$ 330,977 2,815,533 851,566 33,046 312,883 147,645	\$ 438,658 3,273,793 339,305 44,863 304,772 	\$ 748,466 3,042,547 361,399 37,765 291,424
Total Current Assets			61,737
Total Culterit Assets	4,491,650	4,524,066	4,543,338
Property, plant and equipment, net (Note 5) Assets limited as to use (Note 6) Other assets (Note 7)	1,952,397 3,218,721 35,514	1,727,787 3,087,725 28,652	2,005,856 3,062,449 36,783
Total Assets	\$ <u>9.698,282</u>	\$ <u>9,368,230</u>	\$ <u>9,648,426</u>
LIABILITIES AND FUND BALANCE			
Current Accounts payable Accrued expenses Estimated third-party payor settlements Current portion of lease obligations and long-term debt	\$ 692,647 259,602 -0- 111,029	\$ 666,827 256,390 2,755 —34,555	\$ 504,550 170,961 410,898 34,733
Total Current Liabilities	1,063,278	960,527	1,121,142
Long-term Capital lease obligations and notes payable (Note 8)	328,511	<u>38,487</u>	75, <u>949</u>
Total Liabilities	1,391,789	999,014	1,197,091
Fund balance - unrestricted	8,306,493	8,369,216	_8,451, <u>335</u>
Total Liabilities and Fund Balance	\$ <u>9.698.282</u>	\$ <u>9.368,230</u>	\$ <u>9.648,426</u>

See accompanying notes to financial statements.

## HOSPITAL SERVICE DISTRICT NO. 1B OF THE PARISH OF RICHLAND, STATE OF LOUISIANA d/b/a RICHARDSON MEDICAL CENTER HOSPITAL ENTERPRISE FUND STATEMENTS OF OPERATIONS - UNRESTRICTED FUNDS YEARS ENDED SEPTEMBER 30, 2001, 2000 AND 1999

	2001	2000	1999
Revenue			
Net patient service revenue	\$ 13,325,504	\$ 13,022,903	\$ 12,720,869
Property taxes	288,693	265,207	253,667
Donations	-0-	1,912	-0-
Gain (loss) on disposal of equipment	3,308	7,500	4,217
Other operating revenue	134,441	131,752	133,744
Total Revenue	13,751,946	13,429,274	<u>13,112,497</u>
Expenses			
Salaries	5,650,652	5,434,781	4,950,347
Benefits and payroll taxes	460,171	561,005	347,458
Pension plan (Note 10)	348,377	323,070	304,573
Supplies and drugs	1,064,421	1,017,821	822,228
Professional fees	1,869,365	1,943,076	1,925,703
Other expenses	2,425,334	2,292,097	2,100,490
Insurance	315,993	224,093	224,560
Interest expense	29,430	11,352	16,566
Depreciation and amortization	488,942	493,961	488,829
Provision for bad debts	<u>1,535,681</u>	1,403,770	1,458,900
Total Expenses	14,188,366	13,705,026	_12,639,654
Operating Income (Loss)	(436,420)	(275,752)	<u>472,843</u>
Non-Operating Income (Loss)			
Interest income on investments limited as to use	175,570	181,686	180,315
Interest income other	8,277	11,947	18,146
Total Nonoperating Income (Loss)	183,847	193,633	<u>198,461</u>
Excess of Revenues (Expenses)	\$(252.573)	\$ <u>(82,119</u> )	\$ <u>671,304</u>

## HOSPITAL SERVICE DISTRICT NO. 1B OF THE PARISH OF RICHLAND, STATE OF LOUISIANA d/b/a RICHARDSON MEDICAL CENTER HOSPITAL ENTERPRISE FUND STATEMENTS OF CHANGES IN FUND BALANCE - UNRESTRICTED FUNDS YEARS ENDED SEPTEMBER 30, 2001, 2000 AND 1999

	2001	2000	<u> 1999</u>
CHANGES IN FUND BALANCE:			
Balance, beginning of year	\$ 8,369,216	\$ 8,451,335	\$ 7,780,031
Transfer from Richland Parish Hospital Service District No. 1	189,850	-0-	-0-
Excess of revenues (expenses)	(252,573)	(82,119)	<u>671,304</u>
Balance, September 30	\$ <u>8.306,493</u>	\$ <u>8.369,216</u>	\$ <u>8,451,335</u>
COMPOSITION OF FUND BALANCE:			
Contributions Transfer from Richland Parish Hospital Service			
District No. 1	\$ 5,732,950	\$ 5,543,100	\$ 5,543,100
Excess of revenues over expenses	2,573,543	<u>2,826,116</u>	2,908,235
Total	\$ <u>8.306,493</u>	\$ <u>8.369.216</u>	\$ <u>8,451,335</u>

### HOSPITAL SERVICE DISTRICT NO. 1B OF THE PARISH OF RICHLAND, STATE OF LOUISIANA d/b/a RICHARDSON MEDICAL CENTER HOSPITAL ENTERPRISE FUND STATEMENTS OF CASH FLOWS - UNRESTRICTED FUNDS YEARS ENDED SEPTEMBER 30, 2001, 2000 AND 1999

	20	201	2	2000	1	999
Cash Flows from Operating Activities:	•	(400, 400)	•	(AZE 71-A)	•	470.040
Operating income (loss)	\$	(436,420)	\$	(275,752)	\$	472,843
Interest expense considered capital financing		00.400		44.050		40.500
activity		29,430		11,352		16,566
Fund transfer from Richland Parish Hospital		400.050		•		•
Service District No. 1		189,850		-0-		-0-
Adjustments to reconcile operating income to net						
cash provided by operating activities						(=0.040
Depreciation		488,942		480,961		478,648
Amortization		-0-		13,000		10,181
(Gain) loss on disposal of assets		(3,308)	_	(7,500)		(4,217)
Provision for bad debts	(1	,535,681)	(	1,403,770)	(1	,458,900)
Change in current assets (increase) decrease						
Accounts receivable		,993,941		1,172,524		979,609
Estimated third-party payor settlements		(512,261)		22,094		(311,430)
Accrued interest receivable		11,817		(7,098)		1,920
Inventory		(8,111)		(13,348)		15,327
Prepaid expenses		(24,970)		(60,938)		16,320
Change in current liabilities increase (decrease)						
Accounts payable		25,820		162,277		(232,408)
Accrued expenses		3,212		85,429		20,863
Estimated third-party payor settlements		(2,755)		(408, 143)		(367,892)
Change in other assets (increase) decrease	<del>-</del>	(6,862)		(4.869)	<b>-</b> · - ·	4,319
Net cash provided by operating activities		212,644		(233,781)		(358,251)
Cash Flows from Investing Activities:						
Cash invested in assets limited as to use	í	(673,387)		(699,730)		(229,662)
Cash proceeds from assets limited as to use	·	542,391		674,454		563,441
Interest earned		183,847	-	193,633		198,461
Net cash provided by investing activities	\$	52,851	\$	168,357	\$	532,240

(Continued)

See accompanying notes to financial statements.

### HOSPITAL SERVICE DISTRICT NO. 1B OF THE PARISH OF RICHLAND, STATE OF LOUISIANA d/b/a RICHARDSON MEDICAL CENTER HOSPITAL ENTERPRISE FUND STATEMENTS OF CASH FLOWS - UNRESTRICTED FUNDS (Continued) YEARS ENDED SEPTEMBER 30, 2001, 2000 AND 1999

	2001 2000		1999
Cash Flows from Capital and Related Financing Activities: Proceeds from sales of property, plant and equipment Acquisition of capital assets Principal payments on long-term debt Interest paid on long-term debt	\$ 20,202 (275,038) (88,910) (29,430)	\$ 7,500 (199,508) (41,024) (11,352)	\$ 5,166 (379,923) (51,715) (16,566)
Net cash used by capital and related financing activities	(373,176)	(244,384)	(443,038)
Net increase (decrease) in cash and cash equivalents	(107,681)	(309,808)	(269,049)
Cash and cash equivalents at beginning of year	438,658	748,466	1,017,515
Cash and cash equivalents at end of year	\$ <u>330.977</u>	\$ <u>438.658</u>	\$ <u>748.466</u>
Supplemental disclosure of cash flow information: Cash paid during the year for: Interest	\$ <u>29.430</u>	\$ <u>11.352</u>	\$ <u>16,566</u>

The Hospital entered into capital lease obligations of \$455,408, \$3,384 and \$24,224 for equipment in 2001, 2000 and 1999, respectively.

See accompanying notes to financial statements.

### **NOTE 1 - ORGANIZATION AND OPERATIONS**

### **Legal Organization**

Richland Parish Hospital Service District No. 1B (the Hospital or the District) was created by an ordinance of the Richland Parish Police Jury on April 18, 1989. The District is comprised of the entire parish excluding Ward 1 of the Parish of Richland, State of Louisiana, as constituted as of the date of the ordinance.

Effective as of October 1, 1989, Richland Parish Hospital Service District No. 1 (which operated hospitals in Delhi and Rayville) transferred operations of the hospital in Rayville and clinic in Mangham to Richland Parish Hospital Service District No. 1B, along with all related assets, liabilities, and equity.

The Hospital is a political subdivision of the Richland Parish Police Jury whose jurors are elected officials. The Hospital's commissioners are appointed by the Richland Parish Police Jury. As the governing authority of the Parish, for reporting purposes, the Richland Parish Police Jury is the financial reporting entity for the Hospital. Accordingly, the Hospital was determined to be a component unit of the Richland Parish Police Jury based on Statement No. 14 of the National Committee on Governmental Accounting. The accompanying financial statements present information only on the funds maintained by the governmental services provided by that governmental unit or the other governmental units that comprise the financial reporting entity.

### Nature of Business

The Hospital provides outpatient, skilled nursing (through "swing-beds"), home health and acute inpatient hospital services. In September 1995, the District opened a unit to provide geriatric psychiatric services and was recognized as a Medicare "distinct part" unit effective October 1, 1995. Also in 1995, the District began operation of a rural health clinic.

### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### Enterprise Fund

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### Method of Accounting

The Hospital uses the accrual method of accounting. Net patient service revenue is reported at the estimated net realizable amounts from patients, third-party payors and others for services rendered, including estimated retroactive adjustments under third-party reimbursement agreements with third-party payors. Retroactive adjustments are accrued on an estimated basis in the period the related settlements are determined. Expenses are recorded when incurred. Hospital accounting and reporting procedures also conform to the requirements of Louisiana Revised Statute 24:514 and to the guide set forth in the Louisiana Governmental Audit Guide, the AICPA, Audit and Accounting Guide - Health Care Organizations, published by the American Institute of Certified Public Accountants, and standards set by the Governmental Accounting Standards Board (GASB), which is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

### Cash and Cash Equivalents

Cash and cash equivalents consist primarily of deposits in checking and money market accounts and certificates of deposit with original maturities of 90 days or less. Certificates of deposit with original maturities over 90 days are classified as short-term investments. Cash and cash equivalents and short-term investments are stated at cost, which approximates market value. The caption "cash and cash equivalents" does not include amounts whose use is limited or temporary cash investments.

### Credit Risk

The District provides medical care primarily to Richland Parish residents and grants credit to patients substantially all of whom are local residents.

The Hospital's estimate of collectibility is based on evaluation of historical collections compared to gross charges and an analysis of aged accounts receivable to establish an allowance for uncollectible accounts.

### Significant Concentration of Economic Dependence

The Hospital has an economic dependence on a small number of staff physicians. These physicians admit over 90% of the Hospital's patients. The Hospital also has an economic dependence on Medicare and Medicaid as sources of payments as shown in the table in Note 4. Changes in federal or state legislation or interpretations of rules have a significant impact on the Hospital.

### Third-Party Payor Revenues

Contractual agreements with governmental agencies provide for reimbursement based on a fixed price per patient stay based upon the patient's primary diagnosis for Medicare inpatient acute services and on a fixed price per patient day for Medicaid inpatient acute and psychiatric services. Medicare and Medicaid outpatient services are reimbursed based upon the lesser of reasonable cost (subject

### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

to certain limits) or charges to patients. Home health services to Medicare patients are paid based upon prospective rates adjusted for acuity levels. Medicare inpatient psychiatric services are reimbursed based upon the reasonable cost of services to patients (subject to certain limits). These reimbursements are subject to audit and retroactive adjustments by each payor.

### Inventory

Inventories are stated at the lower of cost determined by the first-in, first-out method, or market basis.

### Income Taxes

The entity is a political subdivision and exempt from taxation.

### Property, Plant and Equipment

Property, plant and equipment is recorded at cost for purchased assets or at fair market value on the date of any donation. The Hospital uses straight-line method of determining depreciation for financial reporting and third-party reimbursement. The following estimated useful lives are generally used.

Building and Improvements	5 to 40 years
Machinery and Equipment	3 to 20 years
Furniture and Fixtures	3 to 20 years

Expenditures for additions, major renewals and betterments are capitalized and expenditures for maintenance and repairs are charged to operations as incurred.

The cost of assets retired or otherwise disposed of and related accumulated depreciation are eliminated from the accounts in the year of disposal. Gains or losses resulting from property disposals are credited or charged to operations currently.

### **NOTE 3 - DEPOSITS**

Included in cash and cash equivalents and assets limited as to use are cash on hand and deposits with the depositing banks for checking accounts and certificates of deposits. At September 30, 2001, 2000, and 1999, all deposits were secured as of the balance sheet date. For all deposits, the market value and carrying value are the same.

### NOTE 4 - ACCOUNTS RECEIVABLE

A summary of accounts receivable is presented below:

	2001	2000	<u>1999</u>
Net patient accounts receivable Other accounts receivable	\$ 4,073,845 2,688	\$ 4,408,029 1,764	\$ 4,366,755 5,792
	4,076,533	4,409,793	4,372,547
Estimated uncollectibles	(1,261,000)	_(1,136,000)	(1,330,000)
Total	\$ <u>2.815.533</u>	\$ <u>3,273,793</u>	\$ <u>3.042.547</u>

The Hospital receives a substantial portion of its revenues from the Medicare and Medicaid programs at discounted rates. The following is a summary of Medicare and Medicaid patient revenues for the years ended September 30, 2001, 2000 and 1999.

	2001	2000	1999
Medicare and Medicaid charges Contractual adjustments	\$17,594,407 _(8,760,125)	\$16,504,183 _(8,676,609)	\$13,615,404 _(6,794,196)
Program Patient Service Revenue	\$ <u>8.834.282</u>	\$ <u>7.827.574</u>	\$ <u>6.821.208</u>
Percent of Total Gross Patient Charges	77%	<u>73%</u>	<u>69%</u>
Percent of Total Net Patient Revenues	<u>66%</u>	<u>60%</u>	54%

### NOTE 5 - PROPERTY, PLANT AND EQUIPMENT

The following is a summary of property, plant and equipment and related accumulated depreciation.

		ASSET	COST	Cantambar 20
Land Land improvements Buildings and improvements Major movable equipment	September 30, 2000 \$ 16,000 28,867 3,033,496 5,339,238	Additions \$ -0- -0- 53,975 676,471	Deductions \$ -0- -0- -0- 44,423	September 30, 2001 \$ 16,000 28,867 3,087,471 _5,971,286
Total	\$ <u>8.417,601</u>	\$ <u>730.446</u>	\$ <u>44.423</u>	\$ <u>9.103.624</u>
Land improvements Buildings and improvements Major movable equipment Total	September 30,  2000 \$ 20,730 2,358,895 4,310,189 \$ 6.689,814	Additions \$ 751 92,799 395,392 \$ <u>488,942</u>	Deductions \$ -0- -0- 27,529 \$ 27,529	September 30, 2001 \$ 21,481 2,451,694 4,678,052 \$7,151,227
		ASSET.	COST	
Land Land improvements Buildings and improvements Major movable equipment	September 30, 	ASSET 0 Additions \$ -0- -0- 61,013 141,879	COST  Deductions  -000-	September 30, 2000 \$ 16,000 28,867 3,033,496 _5,339,238
Land improvements Buildings and improvements	1999\$ 16,000 28,867 2,972,483	Additions \$ -0- -0- 61,013	<u>Deductions</u> \$ -0- -0-	2000 \$ 16,000 28,867 3,033,496
Land improvements Buildings and improvements Major movable equipment	\$ 16,000 28,867 2,972,483 5,197,359 \$\$\$	Additions \$ -0- -0- 61,013 141,879	Deductions \$ -000- \$	2000 \$ 16,000 28,867 3,033,496 5,339,238

### NOTE 5 - PROPERTY, PLANT AND EQUIPMENT (Continued)

Land Land improvements Buildings and improvements	September 30, 1998 \$ 16,000 28,867 2,942,351	ASSET_Additions	_Deductions \$ -0- -0-	September 30, 1999 \$ 16,000 28,867 2,972,483
Major movable equipment	<u>4,839,235</u>	374,015	15,891	5,197,359
Total	\$ <u>7.826.453</u>	\$ <u>404.147</u>	\$ <u>15.891</u>	\$ <u>8.214.709</u>
Land improvements Buildings and improvements Major movable equipment Total	September 30, 1998 \$ 19,228 2,158,804 3,567,115 \$ 5,745,147	ACCUMULATED I Additions \$ 751 98,247 379,650 \$ 478,648	Deductions \$ -0- -0- 14,942 \$ 14,942	September 30, 
NOTE 6 - ASSETS LIMITED AS	TO USE			
The following assets are restricte	d as to use as desig	gnated below:		
Restricted by Hospital Board	ad raplacamenta	2001	2000	<u>1999</u>
To be used for asset additions an Certificates of deposit	iu replacements	\$ <u>3,218,721</u>	\$ <u>3.087.725</u>	\$ <u>3,062,449</u>

### **NOTE 7 - OTHER ASSETS**

Other assets consist of the following:

	2001		2000	19	999
Start-up costs Security deposit Medical scholarships receivable	\$ 35	-0- 188 5 <u>,326</u>	•	0- \$ 38 5 <u>4</u>	13,000 -0- 23,783
Total	\$ <u>35</u>	5.514	\$ 28.65	<u>52</u> \$	36.783

Start-up costs are expenses incurred in establishing a senior care unit. These expenses are capitalized and amortized over a 60 month period.

Medical scholarships receivable are amounts paid to student doctors for tuition. The scholarships are an incentive to attract physicians to the local community. If the physician establishes his or her practice locally, then the scholarship is deemed as being repaid over a period of time. Otherwise, there are provisions for the physician to repay the scholarship with interest.

### NOTE 8 - LONG-TERM DEBT

Following is a summary of long-term debt at September 30.

	2001	2000	1999
Capital lease obligations, at varying rates of imputed interest from 6 percent to 12 percent collateralized by leased equipment.	\$ <u>439,540</u>	\$73,042	\$ <u>110,682</u>
Total long-term debt	439,540	73,042	110,682
Less current maturities of long-term debt	111,029	34,555	34,733
Long-term debt	\$ <u>328.511</u>	\$38.487	\$ <u>75.949</u>

### NOTE 8 - LONG-TERM DEBT (Continued)

A table of principal maturities over the next five years follow:

Year Ended September 30	Notes and Leases
2002 2003 2004 2005 2006	\$ 111,029 102,305 97,200 102,235 
Total	\$ <u>439.540</u>

The Hospital leases equipment under capital lease agreements expiring in various years. The assets and liabilities under capital leases are recorded at the fair value of the asset. The assets are depreciated over their estimated useful lives. Depreciation of assets under capital leases is included in depreciation expense.

The following is a summary of property held under capital leases:

	2001	2000	<u>1999</u>	
Copiers Mailing machine & electronic postal scale AS400 Computer equipment Radiology equipment	\$ 218,205 3,384 64,491 <u>455,408</u>	\$ 218,205 3,384 64,491 	\$ 218,205 -0- 64,491 <u>-0-</u>	
	741,488	286,080	282,696	
Less: Accumulated depreciation	324,492	215,185	173,041	
Total	\$ <u>416.996</u>	\$ <u>70.895</u>	\$ <u>109.655</u>	

### NOTE 8 - LONG-TERM DEBT (Continued)

Minimum future lease payments under capital leases as of September 30, 2001, and for each subsequent year in aggregate are provided below:

Year Ended September 30	Amount
2002 2003 2004 2005	\$ 139,342 122,054 109,720 107,928
2005	26,982
Total minimum lease payments	506,026
Less: Amounts representing interest	66,486
Net minimum lease payments	\$ <u>439.540</u>

Interest rates on capital leases vary from 6.0% to 12.0% and are imputed based on the lessor's implicit rate of return.

### NOTE 9 - AFFILIATED ORGANIZATION

Affiliated organizations include Richland Parish Hospital Service District No. 1, Richland Parish Hospital Service District No. 1A, and the Richland Parish Police Jury. The districts are related because they are all political subdivisions of the Richland Parish Police Jury who appoints their commissioners.

During the fiscal years ended September 30, the Hospital had the following transactions and balances with its affiliated organization, Richland Parish Hospital Service District No. 1A, dba Richland Parish Hospital - Delhi.

	2001	2000	<u>1999</u>	
Beginning amount due from Richland Parish Hospital - Delhi Revenue earned by the Hospital Received from Richland Parish	\$ 1,474 20,025	\$ 1,474 24,446	\$ 10,950 29,506	
Hospital - Delhi	(19,421)	(24,446)	(38,982)	
Ending amount due from Richland Parish Hospital - Delhi	\$2.078	\$ <u>1,474</u>	\$ <u>1.474</u>	

### **NOTE 10 - PENSION PLAN**

The Hospital elected to withdraw from the Social Security System effective January 1, 1994. In place of Social Security, the Hospital established a nonqualified defined contribution annuity plan. Employees are eligible to participate upon the date of employment and after one year of service the employee is fully vested in the employer's matching contribution. Contributions to the plan by the Hospital are determined by the Board of Commissioners. The plan requires a minimum total contribution by the Hospital and the employee of at least 7.5%. The amounts charged to pension expense under this plan were \$348,377, \$323,070, and \$304,573 for the years ended September 30, 2001, 2000 and 1999, respectively.

### NOTE 11 - COMPENSATED ABSENCES

Employees of the Hospital are entitled to paid days off and sick days depending on length of service. The Hospital accrued \$153,171, \$171,255, and \$117,358 of vacation pay at September 30, 2001, 2000 and 1999, respectively. It is impracticable to estimate the amount of compensation for future unvested sick pay and, accordingly, no liability has been recorded in the accompanying financial statements. The Hospital's policy is to recognize the cost of unvested sick pay when actually paid to employees.

### NOTE 12 - PROFESSIONAL LIABILITY RISK

The Hospital participates in the Louisiana Patient's Compensation Fund ("PCF") established by the State of Louisiana to provide medical professional liability coverage to healthcare providers. The fund provides for \$400,000 in coverage per occurrence above the first \$100,000 per occurrence for which the Hospital is at risk. The fund places no limitation on the number of occurrences covered. In connection with the establishment of the PCF, the State of Louisiana enacted legislation limiting the amount of healthcare provider settlement for professional liability to \$100,000 per occurrence and limited the PCF's exposure to \$400,000 per occurrence.

### NOTE 13 - CONTINGENCIES

The Hospital evaluates contingencies based upon the best available evidence. The Hospital believes that no allowances for loss contingencies are considered necessary. To the extent that resolution of contingencies results in amounts which vary from the Hospital's estimates, future earnings will be charged or credited.

The principal contingencies are described below:

Governmental-Third Party Reimbursement Programs (Note 4) - The Hospital is contingently liable for retroactive adjustments made by the Medicare and Medicaid programs as the result of their examinations as well as retroactive changes in interpretations applying statutes, regulations and general instructions of those programs. The amount of such adjustments cannot be determined.

### NOTE 13 - CONTINGENCIES (Continued)

Further, in order to continue receiving reimbursement from the Medicare program, the Hospital entered into an agreement with a government agent allowing the agent access to the Hospital's Medicare patient medical records for purposes of making medical necessity and appropriate level of care determinations. The agent has the ability to deny reimbursement for Medicare patient claims which have already been paid to the Hospital.

The healthcare industry is subject to numerous laws and regulations of federal, state and local governments. These laws and regulations include, but are not necessarily limited to, matters such as privacy, licensure, accreditation, government healthcare program participating requirements, reimbursement for patient services, and Medicare and Medicaid fraud and abuse. Recently, government activity has increased with respect to investigations and allegations concerning possible violations of fraud and abuse statutes and regulations by healthcare providers. Violations of these laws and regulations could result in expulsion from government healthcare programs together with the imposition of significant fines and penalties, as well as significant repayments for patient services previously billed. Management believes that the Hospital is in compliance with fraud and abuse statutes as well as other applicable government laws and regulations. Compliance with such laws and regulations can be subject to future government review and interpretation as well as regulatory actions unknown or unasserted at this time.

Professional Liability Risk (Note 12) - The Hospital is contingently liable for losses from professional liability not underwritten by the Louisiana Patient's Compensation Fund or the Hospital's insurance carrier.

The Hospital also participates in the Louisiana Hospital Association Self-Insurance Employee Benefits Trust Fund. If the fund's assets are not adequate to cover the claims made against it, the Hospital will be assessed its pro rata share of the resulting deficit. It is not possible to estimate the amount of additional assessments, if any. Accordingly, the Hospital is contingently liable for assessments by the Louisiana Hospital Association Trust Fund.

Two physicians have filed a suit against the Hospital based upon a contract dispute. The Hospital intends to vigorously defend itself. Management is unable to reasonably estimate a liability, if any, should the plaintiffs prevail. To the extent litigation costs are incurred, they shall be charged against operations as litigation services are obtained and billings received.

SUPPLEMENTAL INFORMATION

	2001	2000	1999
Routine Services: Adult and pediatric Intensive care unit Swing bed Senior care	\$ 1,551,193 305,625 162,432 _1,223,150	\$ 1,547,134 272,850 199,902 _1,009,058	\$ 1,143,290 197,927 189,531 976,650
Total Routine Services	_3,242,400	_3,028,944	2,507,398
Other Professional Services: Operating room			
Inpatient	340,337	289,726	215,833
Outpatient	704,488	562,276	571,757
Swing bed	. 12,985	7,368	19,304
Senior care	3,089	2,412	25
Total	1,060,899	861,782	806,919
Anesthesia	•		
Inpatient	202,239	205,377	154,602
Outpatient	378,947	383,556	426,610
Swing bed	8,487	7,599	14,450
Senior care	1,560	2,102	43
Total	591,233	598,634	595,705
Radiology			
Inpatient	1,037,106	1,157,061	826,915
Outpatient	1,640,848	1,480,927	1,354,317
Swing bed	19,631	41,005	47,696
Senior care	46,629	39,259	31,414
Total	_2,744,214	_2,718,252	2,260,342
Laboratory			
Inpatient	1,031,679	1,025,875	751,646
Outpatient	729,398	732,966	683,514
Swing bed	47,577	71,138	86,022
Senior care	85,824	61,986	58,447
Total	\$ <u>1,894,478</u>	\$ <u>1,891,965</u>	\$_1,579,629

### HOSPITAL SERVICE DISTRICT NO. 1B OF THE PARISH OF RICHLAND, STATE OF LOUISIANA d/b/a RICHARDSON MEDICAL CENTER HOSPITAL ENTERPRISE FUND NET PATIENT SERVICE REVENUE (Continued) YEARS ENDED SEPTEMBER 30, 2001, 2000 AND 1999

	2001	2000	1999	
Blood				
Inpatient	\$ 149,558	\$ 73,906	\$ 21,684	
Outpatient	14,538	14,601	6,938	
Swing bed	11,150	5,990	5,488	
Senior care	227	348	108	
Total	175,473	94,845	34,218	
Respiratory therapy				
Inpatient	1,805,435	1,775,428	1,171,154	
Outpatient	107,513	107,428	117,202	
Swing bed	205,970	283,630	318,338	
Senior care	29,745	21,446	<u>36,454</u>	
Total	2,148,663	_2,187,932	_1,643,148	
Physical therapy				
Outpatient		<u>-0-</u>	87	
Occupational therapy				
Inpatient	85,998	94,704	60,941	
Outpatient	50,666	55,722	145,186	
Home health	52,390	22,100	10,920	
Swing bed	28,290	41,857	56,213	
Senior care	15,046	15,100	25,333	
Total	232,390	229,483	298,593	
Electrocardiology				
Inpatient	269,936	258,320	236,077	
Outpatient	219,340	237,952	281,034	
Swing bed	2,295	3,681	5,223	
Senior care	19,586	21,400	9,490	
Total	\$ <u>511,157</u>	\$521,353	\$531,824	

### HOSPITAL SERVICE DISTRICT NO. 1B OF THE PARISH OF RICHLAND, STATE OF LOUISIANA d/b/a RICHARDSON MEDICAL CENTER HOSPITAL ENTERPRISE FUND NET PATIENT SERVICE REVENUE (Continued) YEARS ENDED SEPTEMBER 30, 2001, 2000, AND 1999

	2001	2000	1999	
Central supply Inpatient Outpatient Swing bed Home health Senior care	\$ 403,120 458,634 19,882 5,383 4,675	\$ 597,835 435,391 42,848 23,261 10,488	\$ 503,601 481,231 34,846 33,081 12,417	
Total	891,694	1,109,823	1,065,176	
Pharmacy Inpatient Outpatient Swing bed Senior care	3,557,299 633,746 357,808 156,752	3,391,960 479,023 514,797 135,018	2,239,908 777,420 373,609 112,099	
Total	4,705,605	_4,520,798	3,503,036	
Oncology Inpatient Outpatient Total	6,784 78,614 85,398	6,160 63,243 69,403	13,978 127,988 141,966	
Rural health clinic Outpatient	_1,366,637	_1,357,265	_1,422,223	
Psychiatric therapy Outpatient	232,125	246,490	264,005	
Emergency room Inpatient Outpatient Senior care Swing bed Total	245,877 1,500,398 1,201 90 90	121,653 1,102,735 1,168 	86,096 1,284,560 345 -0- 	
Observation room Outpatient	\$29,330	\$28,260	\$37,940	

### HOSPITAL SERVICE DISTRICT NO. 1B OF THE PARISH OF RICHLAND, STATE OF LOUISIANA d/b/a RICHARDSON MEDICAL CENTER HOSPITAL ENTERPRISE FUND NET PATIENT SERVICE REVENUE (Continued) YEARS ENDED SEPTEMBER 30, 2001, 2000 AND 1999

	2001	2000	1999
Home health Skilled nursing visits Physical therapy visits Social service visits Speech therapy visits Aide visits	\$ 311,350 49,140 260 4,550 209,400	\$ 534,548 25,740 -0- 5,931 367,620	\$ 621,790 21,580 540 -0- 579,240
Total	574,700	933,839	1,223,150
Hospital physician Clinic	642,104	864,050	407,015
Other Professional Services Inpatient Outpatient Clinics Swing bed Home health Senior care	9,135,368 6,778,585 2,008,741 714,165 632,473 364,334	8,998,005 5,930,570 2,221,315 1,019,913 979,200 310,727	6,282,435 6,559,789 1,829,238 961,189 1,267,151 286,175
Total Other Professional Services	19,633,666	_19,459,730	17,185,977
Gross Patient Service Charges	22,876,066	22,488,674	_19, <u>693,375</u>
Contractual adjustments Discounts Uncompensated care reimbursement	10,194,708 8,351 <u>(652,497)</u>	9,660,291 80,157 (274,677)	7,319,012 113,493 (459,999)
Total Allowances and Uncollectibles	9,550,562	9,465,771	_6,972,506
Net Patient Service Revenue	\$ <u>13.325.504</u>	\$ <u>13.022.903</u>	\$ <u>12.720.869</u>

	2	2001	2	2000	-	1999
Cafeteria	\$	41,706	\$	47,631	\$	45,206
Medical records		4,208		3,759		5,638
Vending machines		4,922		4,299		4,284
Rentals		35,000		23,500		29,500
Pharmacy sales to employees		45,685		48,651		45,475
Miscellaneous		2,920	<u>-</u>	3,912		3,641
Total other operating revenue	\$	134.441	\$	131.752	\$	133.744

### HOSPITAL SERVICE DISTRICT NO. 1B OF THE PARISH OF RICHLAND, STATE OF LOUISIANA d/b/a RICHARDSON MEDICAL CENTER HOSPITAL ENTERPRISE FUND NULES OF OPERATING EXPENSES - SALARIES AND BENE

SCHEDULES OF OPERATING EXPENSES - SALARIES AND BENEFITS YEARS ENDED SEPTEMBER 30, 2001, 2000 AND 1999

	2	001	2	2000		<u>1999</u>	
Administrative and general	\$	461,112	\$	386,009	\$	408,562	
Plant operations and maintenance	•	132,040	•	134,946	•	106,153	
Housekeeping		195,206		174,472		165,179	
Dietary and cafeteria		137,595		126,749		125,513	
Nursing administration		40,734		38,674		40,265	
Central supply		´-O-		-0-		1,166	
Pharmacy		174,063		154,215		148,440	
Medical records		128,637		102,963		88,885	
Nursing services	1	,182,496		1,072,374		975,310	
Intensive care unit		362,065		282,727		231,798	
Senior care unit		478,329		435,536		379,532	
Operating room		239,604		195,149		200,131	
Anesthesia		82,986		47,296		<del>-</del> 0-	
Radiology		253,423		227,873		225,092	
Laboratory		14,015		13,936		14,780	
Respiratory therapy		202,770		187,926		162,263	
Occupational therapy		80,769		76,147		82,430	
EKG and EEG		60,782		80,012		60,674	
Oncology		10,340		18,540		35,537	
Rural health clinic		237,247		221,084		221,079	
Psychiatric therapy		82,368		73,791		76,435	
Emergency room		314,514		310,308		295,268	
Home health		344,832		377,773		455,633	
Physician clinic		397,298		657,901		411,034	
Kid med		37,427	<del></del>	38,380	_	<u>39,188</u>	
Total salaries	_5	,650,652	<u> </u>	<u>5,434,781</u>		4,950,347	
Payroll taxes		84,291		83,600		83,386	
Hospital insurance		376,198		477,909		264,408	
Other		(318)	<u></u>	(504)	-	(336)	
Total benefits		460,171	<del></del>	_561,005		347,458	
Total salaries and benefits	\$ <u>_6</u>	<u>.110.823</u>	\$	5,995,786	\$:	5,297,805	

## HOSPITAL SERVICE DISTRICT NO. 1B OF THE PARISH OF RICHLAND, STATE OF LOUISIANA d/b/a RICHARDSON MEDICAL CENTER HOSPITAL ENTERPRISE FUND SCHEDULES OF OPERATING EXPENSES - PROFESSIONAL FEES YEARS ENDED SEPTEMBER 30, 2001, 2000 AND 1999

	2001	2000	1999
Senior care services	\$ 9,413	\$ 12,13	0 \$ 7,860
Operating room	11,390	•	, , ,
Anesthesiology	114,238	- <b>,</b>	- 1
Laboratory	675,299	702,78	,
Occupational therapy	· -0-	12	,
Rural health clinic	398,083	418,92	
Emergency room	652,345	666,61	1
Home health	6,037	6,00	•
Inhalation therapy	2,000	-C	• • • • • •
Nuclear medicine	150	-O	
Medical records	410		
Total professional fees	\$ <u>1.869.365</u>	\$ <u>1.943.07</u>	<u>6</u> \$ <u>1,925,703</u>

### HOSPITAL SERVICE DISTRICT NO. 1B OF THE PARISH OF RICHLAND, STATE OF LOUISIANA d/b/a RICHARDSON MEDICAL CENTER HOSPITAL ENTERPRISE FUND SCHEDULES OF OPERATING EXPENSES - OTHER EXPENSES YEARS ENDED SEPTEMBER 30, 2001, 2000 AND 1999

	2001	2000	1999	
Management fees	\$ 232,297	\$ 189,006	\$ 227,776	
Contract services	416,264	405,834	325,450	
Legal and accounting	110,256	61,308	72,376	
Supplies	937,664	931,121	844,134	
Repairs and maintenance	185,221	169,362	162,655	
Utilities	200,303	187,724	162,700	
Telephone	146,879	138,634	122,295	
Travel, home health	33,314	40,768	50,952	
Travel, other	9,798	8,140	8,418	
Rentals	76,490	71,700	42,732	
Education	32,380	27,694	31,845	
Recruitment and advertising	28,124	50,053	39,656	
Miscellaneous	16,344	10,753	9,501	
Total other expenses	\$ <u>2.425,334</u>	\$ <u>2.292.097</u>	\$ <u>2,100,490</u>	

### HOSPITAL SERVICE DISTRICT NO. 1B OF THE PARISH OF RICHLAND, STATE OF LOUISIANA d/b/a RICHARDSON MEDICAL CENTER SCHEDULE OF PER DIEM AND OTHER COMPENSATION PAID TO BOARD MEMBERS YEARS ENDED SEPTEMBER 30, 2001, 2000 AND 1999

TERM								
	BEGAN	ENDING	2001	2000	1999			
Board Members:	•			<b></b>				
Mr. Moses Wilkins	12/21/93	12/21/05	NONE	NONE	NONE			
Mr. Oliver Holland	04/18/89	08/06/05	NONE	NONE	NONE			
Dr. Craig P. Folse	03/07/95	07/18/04	NONE	NONE	NONE			
Mr. David Cooper	02/02/99	08/23/01	NONE	NONE	NONE			
Mr. Alan Thompson	06/20/00	06/20/04	NONE	NONE	N/A			
Mr. Ted Seffens	06/20/00	06/20/04	NONE	NONE	N/A			
Mr. W. L. Strong	11/20/90	07/19/00	· N/A	N/A	NONE			
Mr. Bentley Curry	07/01/93	06/18/00	N/A	N/A	NONE			
Ms. Zona McKay	12/07/93	02/01/99	N/A	N/A	NONE			

•

Bobby G. Lester, CPA John S. Wells, CPA Robert G. Miller, CPA Paul A. Delaney, CPA

Melanie I. Layssard, CPA Brenda J. Lloyd, CPA

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REPORT ON COMPLIANCE AND ON INTERNAL CONTROL
OVER FINANCIAL REPORTING BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

Board of Commissioners
Hospital Service District No. 1B
Parish of Richland, State of Louisiana
Rayville, Louisiana 71269

We have audited the general purpose financial statements of the Richland Parish Hospital Service District No. 1B (the District or the Hospital) as of and for the years ended September 30, 2001, 2000 and 1999, and have issued our report thereon dated February 11, 2002. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States.

### Compliance

As part of obtaining reasonable assurance about whether the District's general purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under <u>Government Auditing Standards</u>.

### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that we have reported to the Hospital's management in a separate letter dated February 11, 2002.

Board of Commissioners Hospital Service District No. 1B Parish of Richland, State of Louisiana Page Two

This report is intended for the information of the Board of Commissioners, management and the office of the Legislative Auditor of the State of Louisiana. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Certified Public Accountants

February 11, 2002

### HOSPITAL SERVICE DISTRICT NO. 1B OF THE PARISH OF RICHLAND, STATE OF LOUISIANA d/b/a RICHARDSON MEDICAL CENTER MANAGEMENT RECOMMENDATIONS YEARS ENDED SEPTEMBER 30, 2001, 2000 AND 1999

### September 30, 2001

Finding: While compiling the Medicare and Medicaid statements of reimbursable cost, we found Medicare plus Medicaid charges totaled by UB-92 code exceeded the total charge in at least two departments, i.e. oncology and EKG. During fiscal 2001, charge master mapping within the general ledger was changed for several departments. For services, the charge no longer is mapped to match the reporting of expenses. This causes cost reporting and managerial problems.

Recommendation: When mapping individual charges to general ledger departments, management should insure proper matching of charges and expenses for departmental financial statement purposes and for cost reporting purposes. Because Medicare and Medicaid are the largest payers, consideration should be given to matching the recording of charges and expenses based upon how Medicare and Medicaid require reporting. Managerial reasons may require reporting of charges and expenses in more detail then required by Medicare and Medicaid, but never any less than the Medicare and Medicaid requirements.

Management's Response: Management will insure proper mapping of individual charges to general ledger departments and will match charges with expenses for proper Medicare and Medicaid reporting.

September 30, 2000

NONE