



VUMC  
BUSINESS  
EDUCATION

# OFFICECONNECT FOR FINANCIAL REPORTS

DURATION: 120 MINUTES



## Course Description

This course will provide information on how to:

- Navigate Office Connect
- Refresh reports within Office Connect
- Create Ad-Hoc reports in Office Connect



## Audience

- Core Finance: Finance Analyst role



## Course Prerequisites

# COURSE INTRODUCTION

■ — Upon completing this course, you should be able to:

- Access Office Connect
- Navigate Office Connect
- Understand the elements available within Office Connect
- Open Office Connect Reports
- Refresh Office Connect Reports
- Create Ad-Hoc Reports within Office Connect

## COURSE OBJECTIVES

1	<b>Lesson 1: Introduction to Office Connect</b>	<i>10 minutes</i>
2	<b>Lesson 2: Navigating Office Connect</b>	<i>20 minutes</i>
3	<b>Lesson 3: Accessing Existing Office Connect Reports</b>	<i>30 minutes</i>
	<b><i>BREAK</i></b>	<i>10 minutes</i>
4	<b>Lesson 4: Ad-Hoc Reports in Office Connect</b>	<i>45 minutes</i>

## COURSE AGENDA



## LESSON 1

# INTRODUCTION TO OFFICE CONNECT

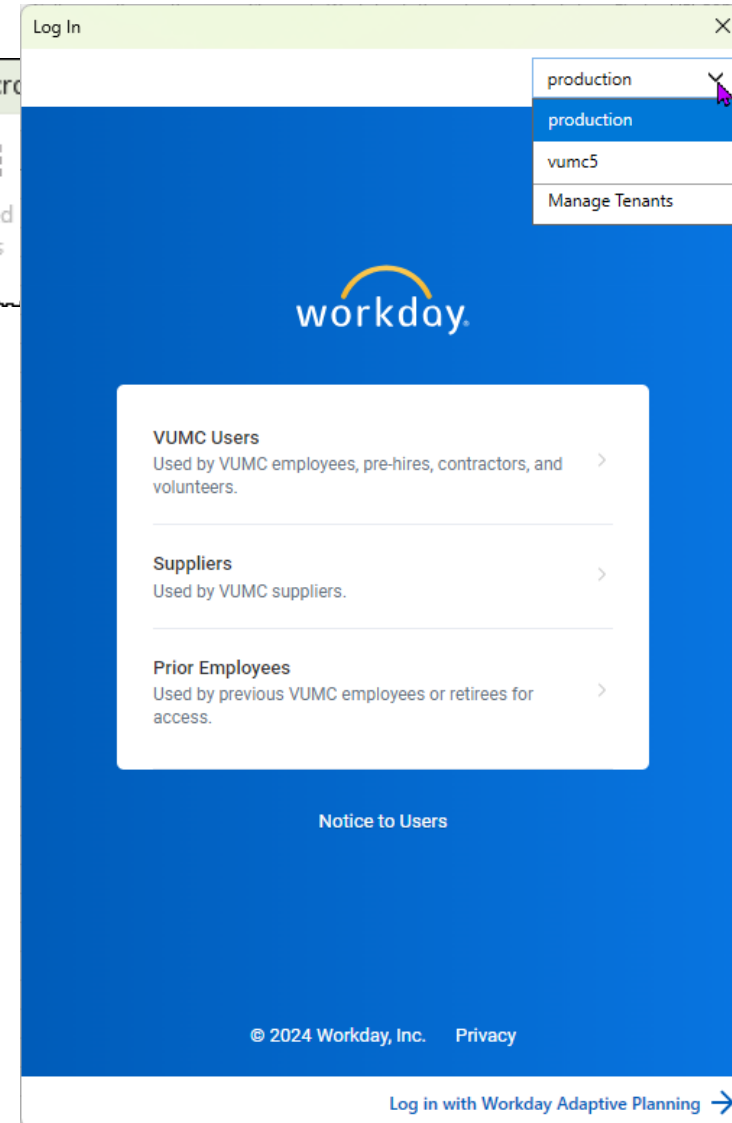
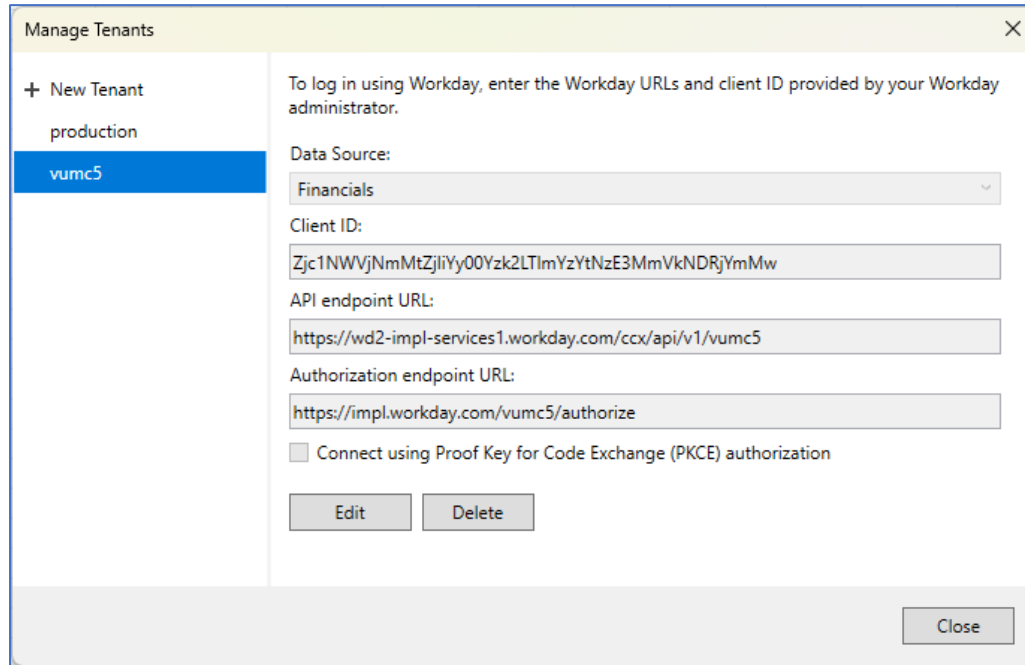
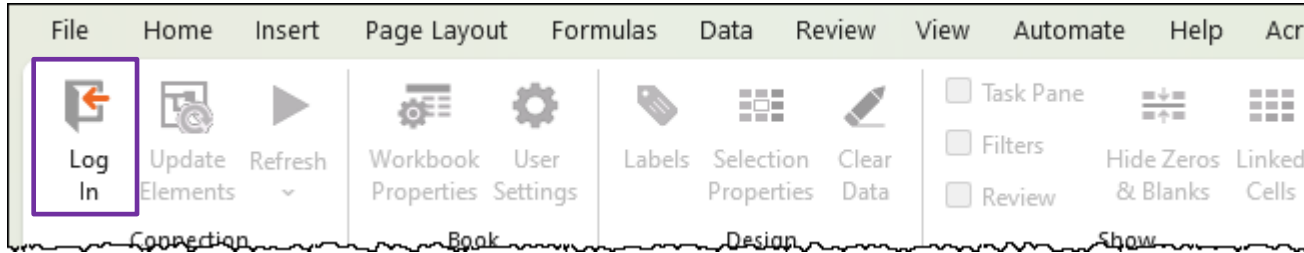


# INSTALLING OFFICE CONNECT

A screenshot of the Windows Start menu search interface. The search bar contains the text 'port'. The results are categorized into 'Best match', 'Apps', 'Search work and web', and 'Settings (4)'. Under 'Best match', 'Company Portal App' is listed. Under 'Apps', 'Company Portal' is listed with a right-pointing arrow. Under 'Search work and web', 'port - See work and web results' is listed with a right-pointing arrow. Under 'Settings (4)', 'Azure Portal' is listed with a right-pointing arrow. The taskbar at the bottom shows the search bar with 'port', the system tray with weather (57°), and icons for Teams, File Explorer, and Chrome.

A screenshot of the Company Portal application interface. The title bar reads 'Company Portal'. The header area displays the Vanderbilt University Medical Center logo. Below the header, there is a navigation menu on the left with icons for Home, Search, and other functions. The main content area is titled 'Recently published apps' with a 'Show all' link. It displays a grid of six app tiles: Adobe Acrobat Reader DC... (Adobe), Clinic Alert (VUMC IT Clinic Alert), Dragon Medical One 2023 (Nuance), Workday OfficeConnect (Installed), Zoom Video Conferencing... (Zoom), and Bomgar Jump Client for Intu... (Installed). At the bottom, there is a 'Devices' section with a 'Show all' link.

# ACCESSING OFFICE CONNECT





## LESSON 2

# NAVIGATING OFFICE CONNECT





# OFFICE CONNECT ELEMENTS

The screenshot shows the OfficeConnect ribbon in Microsoft Excel with the following groups and options:

- Connection:** Log Out, Update Elements, Refresh
- Book:** Workbook Properties, User Settings
- Design:** Labels, Selection Properties, Clear Data
- Show:** Task Pane, Filters, Review, Hide Zeros & Blanks, Linked Cells, Expand, Collapse

The Reporting: Financials task pane is open, showing:

- Source: vumc5: Financials Reporting Data
- Effective Date: Current Date (2024-03-25)
- Active tab: Elements
- Search results:
  - Ledger Accounts
  - Time
  - Companies
  - Versions
  - Currencies
  - Dimensions

A purple arrow points to the search results list.

	A	B	C	D	E
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

# OFFICE CONNECT ELEMENTS

## ▲ Ledger Accounts

### ▲ Alternate LAS Top Level

- ▷ All Other Accounts (Alternate LAS)
- ▷ Payroll Related (Alternate LAS)
- ▷ Taxes Related (Alternate LAS)
- ▷ Business Asset Related (Alternate LAS)
- ▷ Debt Related (Alternate LAS)
- ▷ Gift Related (Alternate LAS)
- ▷ Investment Related (Alternate LAS)
- ▷ Lease Related (Alternate LAS)
- ▷ Other G&A Expenses (Alternate LAS)
- ▷ Patient Revenue and Pharmacy Related (Alternate LAS)
- ▷ Grant Related (Alternate LAS)
- ▷ Intercompany/Interworktag BS (Alternate LAS)

### ▲ LAS VUMC Corporate Top Level

- ▲ Excess of revenues over expenses attributable to VUMC
  - ▲ Excess of revenues over expenses attributable to noncontrolling interests  
8999:Noncontrolling Interest
  - ▲ Excess of revenues over expenses
    - ▲ Income from operations
      - ▷ Total operating revenues
      - ▷ Total operating expenses
    - ▲ Total nonoperating revenues and expenses
      - ▷ Income from investments
      - ▷ Gift income
      - ▷ Earnings and losses of unconsolidated organizations
      - ▷ Unrealized gains and losses from interest rate swap
      - ▷ Other nonoperating gains and losses
- ▷ Balance Sheet
- ▷ All Stats

## ▲ Balance Sheet

- ▷ Total assets
- ▷ Total liabilities
- ▷ Total net assets

## ▲ All Stats

- ▷ Admissions
- ▷ Ancillary volumes
- ▷ CMI
- ▷ Discharges
- ▷ FTE Productivity
- ▷ Other Stats
- ▷ Patient Days
- ▷ Visits
- 9791:Service Line Productivity Factor
- 9990:Statistical Suspense
- 9995:Statistical Balancing Account

# OFFICE CONNECT ELEMENTS

▲ Time
▲ Components
▷ Year
▷ Monthly
▷ Period
▷ Day
▲ Context
Period to Date
Monthly to Date
Year to Date
▷ FY22
▷ FY23
▲ FY24
▲ FY24 - Jul
▲ FY24 - Jul
2023-07-01
2023-07-02
2023-07-03
2023-07-04
2023-07-05

## ▲ Companies

- ▲ Consolidated VUMC Obligated/Nonobligated Company Hierarchy
  - ▷ Nonobligated Entity Company Hierarchy
  - ▷ Obligated Group Company Hierarchy
  - Consolidated VUMC Obligated/Nonobligated Company Hierarchy (Elimination)
- ▲ Consolidated Vanderbilt University Medical Center
  - ▷ Consolidated Health Professional Solutions
  - ▷ Consolidated Vanderbilt Health Services
  - Bundle Payment Services, LLC
  - Nashville Biosciences, LLC
  - Project Holding Company, LLC
  - Vanderbilt Bedford Hospital, LLC
  - Vanderbilt Coffee Hospital, LLC
  - Vanderbilt Montgomery Holdings, LLC
  - Vanderbilt University Medical Center
  - Consolidated Vanderbilt University Medical Center (Elimination)
- ▲ Unconsolidated Company Hierarchy
  - Option Care Infusion Services, LLC
  - Shared Hospital Service Corporation
  - Springfield VIP Realty, LLC
  - Spring Hill Imaging Center, LLC
  - Vanderbilt-Gateway Cancer Center, GP
  - Vanderbilt-Maury Radiation Oncology, LLC
  - Vanderbilt Stallworth Rehabilitation Hospital, LP
  - Unconsolidated Company Hierarchy (Elimination)

# OFFICE CONNECT ELEMENTS

## ▲ Versions

- ▲ Financial Budget - Gifts
  - Budgeted Endowment Distributions FY24
  - Budgeted Endowment Distributions: FY23
- ▲ Operating Budget - VUMC [Template]
  - Operational Budget - All Companies FY22
  - Operational Budget - All Companies FY23
  - Operational Budget - All Companies FY24
- Actuals

## ▲ Currencies

- USD - US Dollar
- ADF - Andorran Franc
- ADP - Andorran Peseta
- AED - UAE Dirham

*Defaults to USD*

## ▲ Dimensions

### ▲ Amount Type

- Beginning Balance
- Beginning Balance Translation Adjustment
- Adjusted Beginning Balance
- Activity
- Ending Balance
- Average Daily Balance

*Use **Activity** for P&L*

## ▲ Assignee

- ▷ All Assignees (AH)
- Assignee (Uncategorized/Blanks)

## ▲ CARTS

- ▲ All CARTS (CTH)
  - ▷ Administrative (CTH)
  - ▷ Clinical (CTH)
  - ▷ Other (CTH)
  - ▷ Research (CTH)
  - ▷ Research - Department Residuals (CTH)
  - ▷ Research - Royalty (CTH)
  - ▷ Service (CTH)
  - ▷ Teaching (CTH)
- CARTS (Uncategorized/Blanks)

# OFFICE CONNECT ELEMENTS

## ▲ Cost Center

- ▲ All VUMC Centers
  - ▷ Academic Enterprise Centers
  - ▷ Adult Hospital and Clinic Centers
  - ▷ Agency Centers
  - CPPA Centers
  - Conversion Centers
- ▲ MCA Centers
  - ▷ MCA Non-Shared
  - ▷ MCA Shared
- ▲ MCJCHV Centers
  - ▲ MCJCH Clinics
    - MCJCH Fetal
    - MCJCH Clinic Transplant
    - MCJCH Clinics Other
    - MCJCH Neuro
    - MCJCH Non-invasive Cardiology
    - MCJCH Off-site After Hours Clinics
    - MCJCH Off-site Primary Care Clinics
    - MCJCH On-site and Off-site Clinics
    - MCJCH VNS
  - ▷ MCJCH Nursing
  - ▷ MCJCH Operations
  - ▷ MCJCH Supply Chain
  - ▷ MCJCHV Administration
- NashBio Centers
- ▷ Total HPS Centers
- ▷ Total VHS Centers
- ▷ VBCH Centers
- VMH Centers
- ▷ VPH Centers
- ▷ VTHH Centers
- Unconsolidated Centers (CCH)
- Cost Center (Uncategorized/Blanks)

## ▲ Function Code

- ▲ All Function Codes (FCH)
  - ▷ Academic Support (FCH)
  - ▷ Auxiliary Expenditures (FCH)
  - ▷ Hospital Expenditures (FCH)
  - ▷ Hospital-Clinic Expenditures (FCH)
  - ▷ Institutional Support (FCH)
  - ▷ Instruction and Departmental Research (FCH)
  - ▷ Operations and Maintenance of Plant (FCH)
  - ▷ Public Service (FCH)
  - ▷ Public Service - VMG (FCH)
  - ▷ Sponsored Research (FCH)
- Function Code (Uncategorized/Blanks)

# OFFICE CONNECT ELEMENTS

## ▲ Fund

- ▲ All VUMC Funds (FH)
  - ▷ Donor Restricted Funds (FH)
  - ▷ Unrestricted Funds (FH)
- ▷ Statistical Funds (FH)
- Fund (Uncategorized/Blanks)

## ▲ Gift

- ▷ All Gifts by Gift Type
- ▷ Gifts by Department CC
- Gift (Uncategorized/Blanks)

## ▲ Grant

- ▷ All VUMC Grants
- ▷ Award Classification Hierarchy
- ▷ Effort Certification
- Grant (Uncategorized/Blanks)

# OFFICE CONNECT ELEMENTS

## Journal Source

- 01. Manual Journal
- 03. Equity Pickup
- 04. Translation Adjustment
- 05. Noncontrolling Interest
- 10. Epic Census Stats
- 11. Epic Clinic Visit Stats
- 12. Epic HB Payments and Adjustments
- 13. Epic HB Revenue
- 14. Epic Hospital Stats
- 15. Epic Other Gb Bill OP Proc Stats
- 16. Epic PB Collections
- 17. Epic PB Revenue
- 18. Epic Surgical Stats
- 19. Epic Service Area 20
- 30. CORES
- 31. Facilities Management
- 32. Fundraising
- 33. gTreasury
- 34. LeaseController
- 35. Meter Mail
- 36. Tecsys
- 50. Beginning Balance
- 51. NCI Beginning Balance Journal
- 52. Conversion
- 53. ACP Grant Conversion
- 54. No-ACP Grant Conversion
- 55. Recurring Journal
- 56. Spreadsheet Upload
- 57. Accounting Adjustment

## Journal Status

- In Progress
- Posted
- Pro forma
- Reserved
- Journal Status (Uncategorized/Blanks)

# OFFICE CONNECT ELEMENTS

## ▲ Operating Entity

- ▲ Unconsolidated Operating Entities (OEH)
  - ▷ Agency Operating Entities (OEH)
    - OEGVCTC Gateway Vanderbilt Cancer Treatment Center
    - OESHIC Spring Hill Imaging Center
    - OESVIP Springfield VIP Realty
    - OESharedHosp Shared Hospital Service Corporation
    - OEVICCTHC Vanderbilt-Ingram Cancer Center at Tennova Healthcare - Clarksville
    - OEVMRO Vanderbilt-Maury Radiation Oncology
    - OEVOC Option Care Infusion Services
    - OEVSRH Vanderbilt Stallworth Rehabilitation Hospital
  - ▲ Vanderbilt University Medical Center (OEH Alt 1)
    - ▷ Consolidated Health Professional Solutions (OEH Alt 1)
      - OEMCA Medical Center Administration
      - OEVUMCElim Manual Eliminations
    - ▷ VIP Alt (OEH Alt 1)
    - ▷ VUMC Academic Enterprise Total (OEH Alt 1)
    - ▷ VUMC Clinical Enterprise Total (OEH Alt 1)
    - ▷ Vanderbilt Health Services (excluding VIP) (OEH Alt 1)
  - ▲ Vanderbilt University Medical Center (OEH)
    - OEMCA Medical Center Administration
    - OEVUMCElim Manual Eliminations
    - ▷ VUMC Academic Enterprise (OEH)
    - ▷ VUMC Clinical Enterprise (OEH)
    - Operating Entity (Uncategorized/Blanks)

## ▲ Program

- ▷ All Programs (PGH)
  - Program (Uncategorized/Blanks)

## ▲ Project

- ▷ All Projects (PRH)
  - Project (Uncategorized/Blanks)

## ▷ Provider



# OFFICE CONNECT ELEMENTS

## Revenue Category

- ▲ All Revenue Categories (RCH)
  - ▷ Accounts Receivable Clearing (RCH)
  - ▷ Allowance for Uncollectible: Patient (RCH)
  - ▷ Cash Activity (RCH)
  - ▷ Contractual Allowances (RCH)
  - ▷ Deferred Revenue (RCH)
  - ▷ Facilities and Administrative Costs Recovery (RCH)
  - ▷ Gift Income (RCH)
  - ▷ Grants and Contracts Revenue (RCH)
  - ▷ Income From Investments (RCH)
  - ▷ Inpatient Charity Care Discounts and Bad Debt (RCH)
  - ▷ Inpatient Contractual Adjustments (RCH)
  - ▷ Inpatient Revenue (RCH)
  - ▷ Intercompany Operating Revenue (RCH)
  - ▷ Investments (RCH)
  - ▷ Other Accounts Receivable (RCH)
  - ▷ Other Current Assets (RCH)
  - ▷ Other Operating Revenue (RCH)
  - ▷ Outpatient Charity Care Discounts and Bad Debt (RCH)
  - ▷ Outpatient Contractual Adjustments (RCH)
  - ▷ Outpatient Revenue (RCH)
  - ▷ Patient Accounts Receivable (RCH)
  - ▷ Pledges (RCH)
  - ▷ Professional Services Revenue (RCH)
  - ▷ RSM Revenue (RCH)
  - ▷ VU Revenue: Academic and Research (RCH)
  - ▷ VU Revenue: Other Operating (RCH)

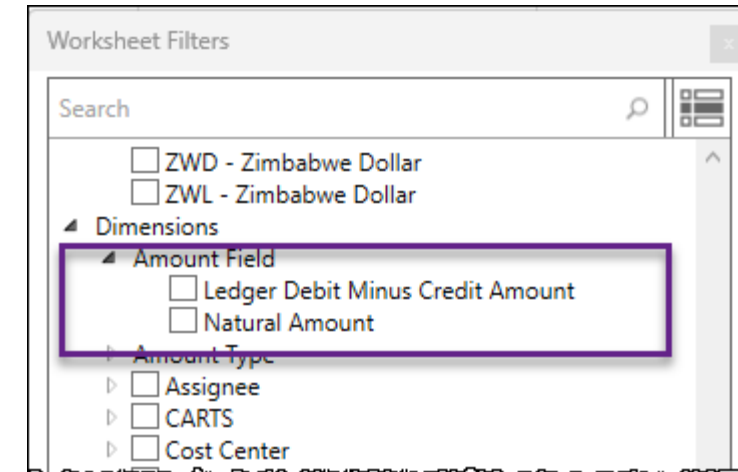
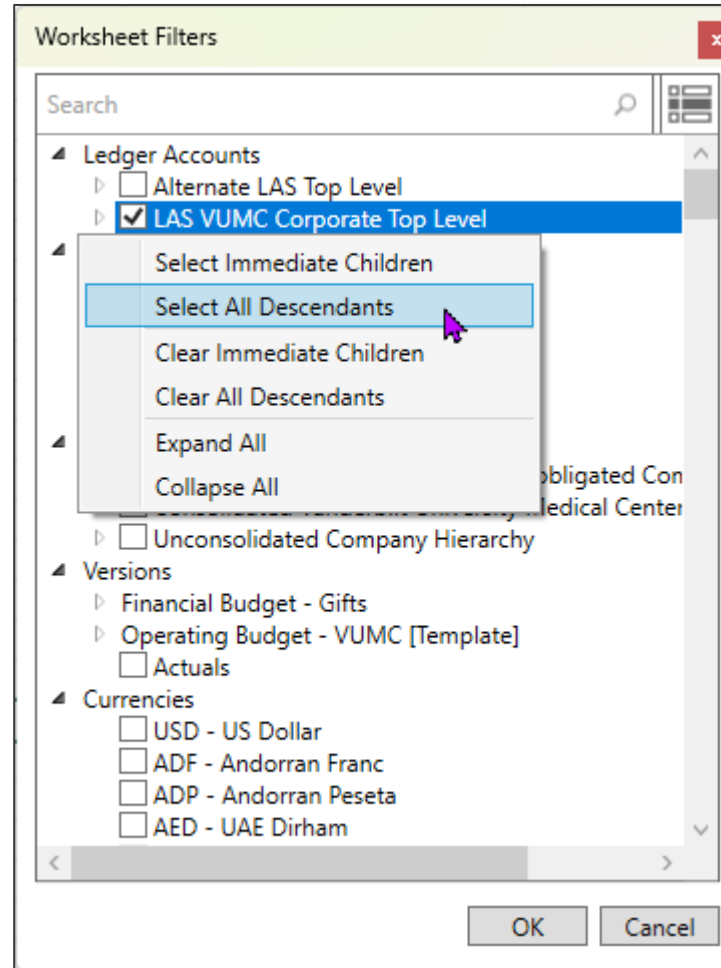
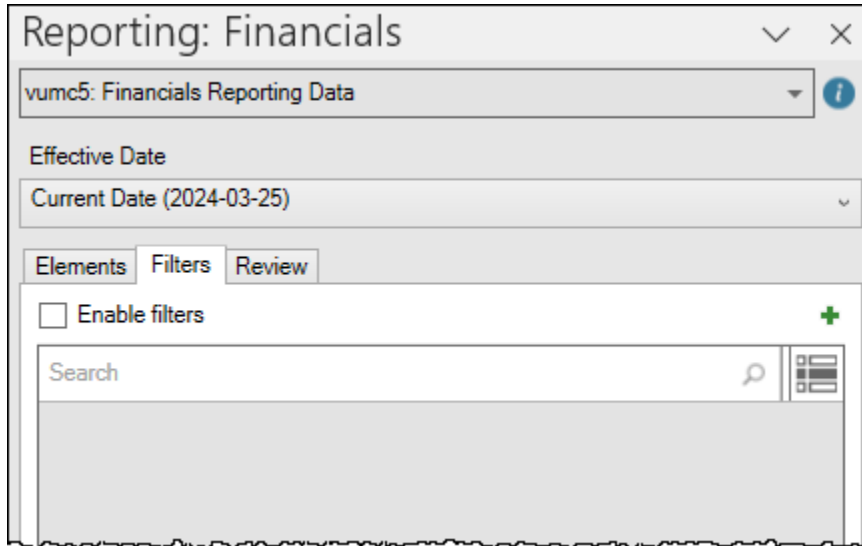
Revenue Category (Uncategorized/Blanks)

## Spend Category

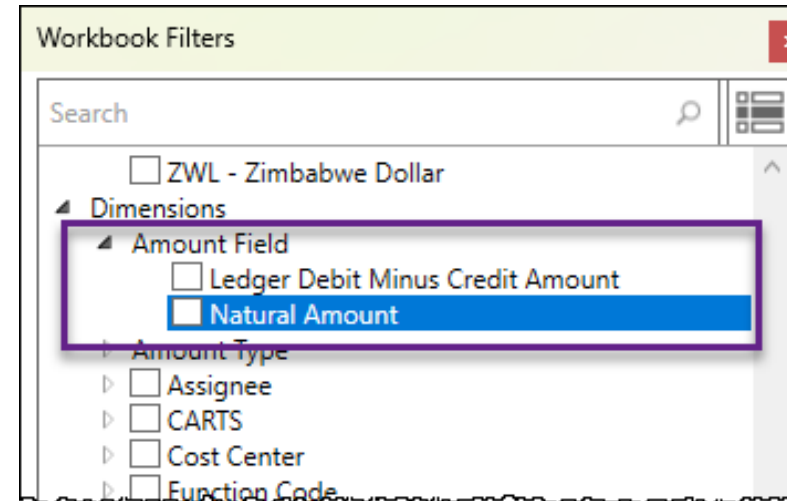
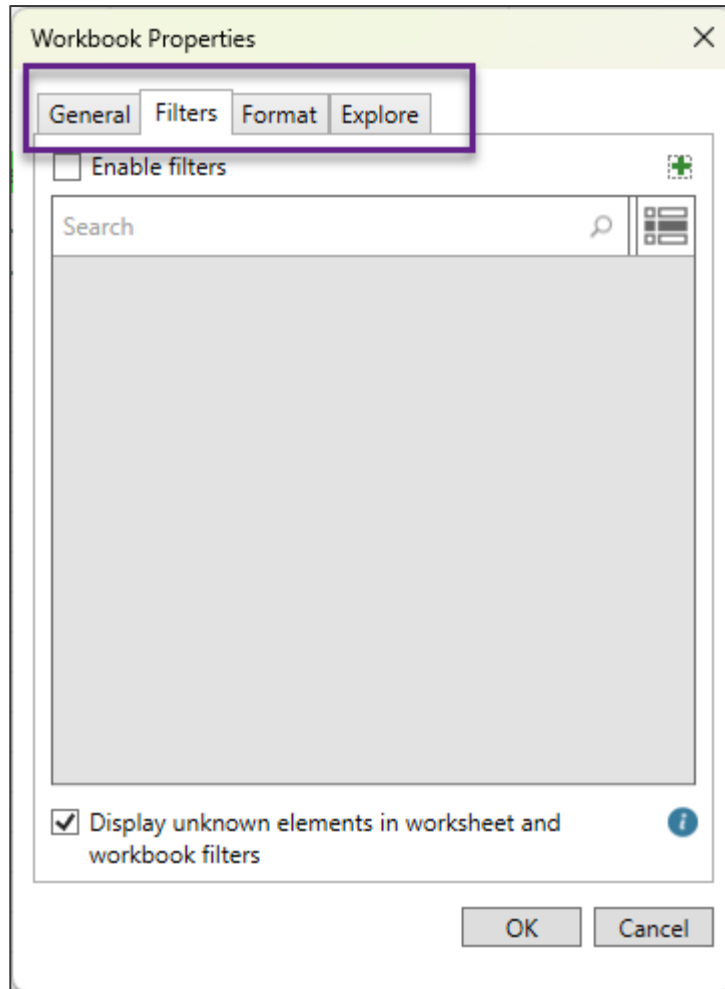
- ▲ All Spend Categories
  - ▷ Accrued benefits (SCH)
  - ▷ Accrued expenses (SCH)
  - ▷ Advertising and promotion (SCH)
  - ▷ Allocations (SCH)
  - ▷ Cash Clearing (SCH)
  - ▷ Contract labor (SCH)
  - ▷ Contracted services (SCH)
  - ▷ Drug costs (SCH)
  - ▷ Drug inventory and valuation adjustments (SCH)
  - ▷ Employee engagement and development (SCH)
  - ▷ Escheatment (SCH)
  - ▷ Facilities and administrative costs expense (SCH)
  - ▷ Financial aid and stipends (SCH)
  - ▷ Financing lease assets (SCH)
  - ▷ Food and catering (SCH)
  - ▷ Gains and losses on disposal of assets (SCH)
  - ▷ Inpatient Contractual Adjustments
  - ▷ Insurance expense (SCH)
  - ▷ Intercompany expense (SCH)
  - ▷ Intercompany machinery and equipment (SCH)
  - ▷ Intercompany supplies and drugs (SCH)
  - ▷ Interest expense (SCH)
  - ▷ Lease expense (SCH)
  - ▷ Long-term Debt (SCH)
  - ▷ Maintenance and repairs (SCH)
  - ▷ Medical supplies (SCH)
  - ▷ Medical supplies book to physical adjustment (SCH)
  - ▷ Non-medical supplies (SCH)
  - ▷ Non-medical supplies book to physical adjustment (SCH)
  - ▷ Other Nonoperating (SCH)
  - ▷ Other services and expense (SCH)
  - ▷ Patient Credits (SCH)

- ▷ Patient Credits (SCH)
  - ▷ Patient refunds (SCH)
  - ▷ Postage and shipping (SCH)
  - ▷ Prepaids (SCH)
  - ▷ Professional services expense (SCH)
  - ▷ Property, plant, and equipment (SCH)
  - ▷ Purchase Discounts (SCH)
  - ▷ ROU operating lease assets (SCH)
  - ▷ Research and education (SCH)
  - ▷ Salaries, wages, and benefits (SCH)
  - ▷ Short-term Borrowing (SCH)
  - ▷ Subcontracts (SCH)
  - ▷ Taxes (SCH)
  - ▷ Taxes payable (SCH)
  - ▷ Technology (SCH)
  - ▷ Telephone and communications (SCH)
  - ▷ Travel and entertainment (SCH)
  - ▷ Unrealized gains and losses from interest rate swap (SCH)
  - ▷ Utilities (SCH)
  - ▷ VU expense (SCH)
  - ▷ VU payable (SCH)
  - ▷ Waste removal (SCH)
  - ▷ Withholding taxes payable (SCH)
- Spend Category (Uncategorized/Blanks)

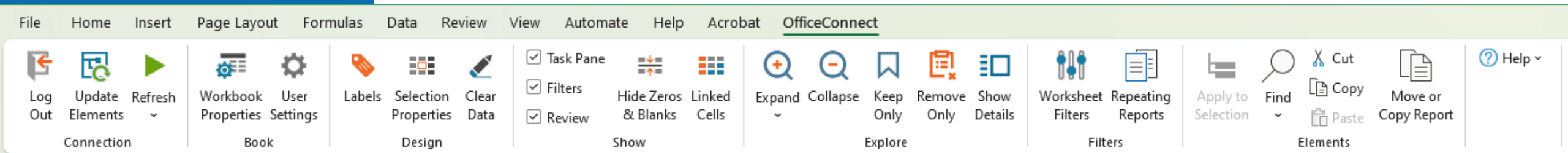
# FILTERS: WORKSHEET FILTERS



# FILTERS: WORKBOOK FILTERS



# Office Connect Ribbon



# Set Workbook Properties

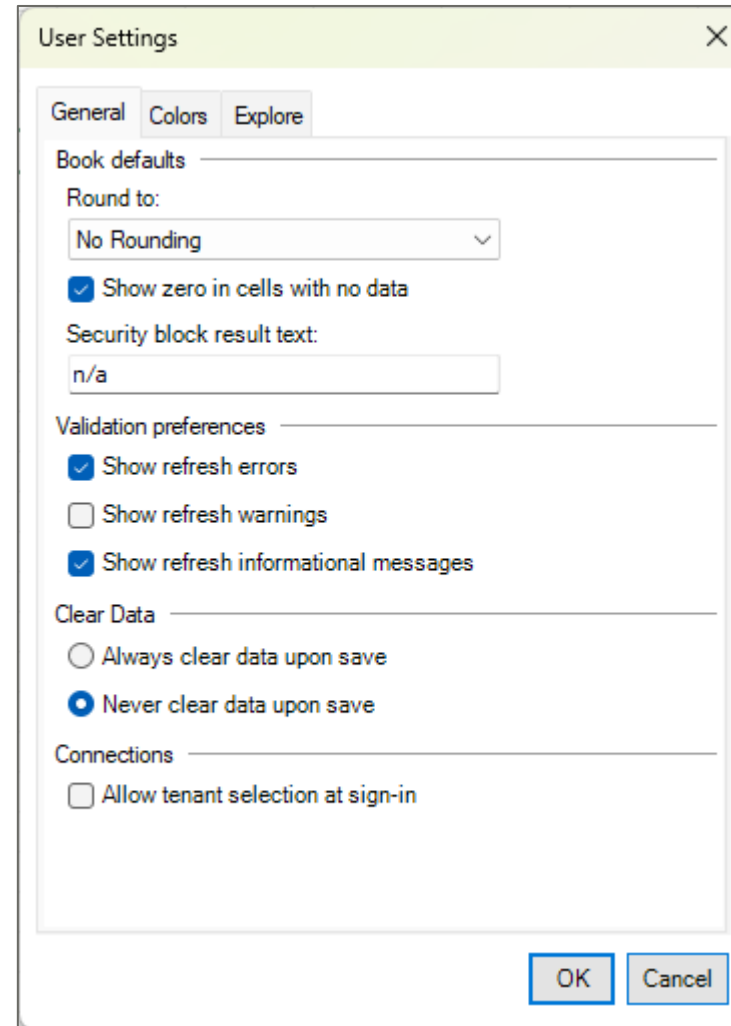
The image displays four overlapping 'Workbook Properties' dialog boxes, each showing a different tab: General, Filters, Format, and Explore.

- General Tab (Leftmost):** Shows 'Date settings' with a report date of 'Thursday, February 29, 2024' and a calendar icon. It includes a checkbox for 'Make new time elements relative to the report date'. Under 'Currency settings', 'Company Currency' is selected. Under 'Clear Data', 'Never clear data upon save' is selected.
- Filters Tab (Second from left):** Features a search box and a checkbox for 'Enable filters'. At the bottom, there is a checkbox for 'Display unknown elements in worksheet and workbook filters'.
- Format Tab (Third from left):** Shows 'Amount display' with 'Round to' set to 'No Rounding'. A 'Sample' table is shown:

Raw Data:	2,228,882,288.1234
Rounded Data:	2,228,882,288.12

It also includes checkboxes for 'Show zero in cells with no data', 'Hide rows with all zeros', 'Hide rows with no data', 'Hide columns with all zeros', 'Hide columns with no data', and 'Auto-fit columns on refresh'.
- Explore Tab (Rightmost):** Shows 'Expand / Collapse' with a checked checkbox for 'Refresh data for rows or columns as they expand or collapse'. Under 'Refresh', there is a checked checkbox for 'Update rows or columns with latest element structure when data is refreshed'.

# User Settings



The screenshot shows a 'User Settings' dialog box with a close button (X) in the top right corner. It features three tabs: 'General', 'Colors', and 'Explore', with 'General' selected. The settings are organized into sections:

- Book defaults**
  - Round to:
  - Show zero in cells with no data
  - Security block result text:
- Validation preferences**
  - Show refresh errors
  - Show refresh warnings
  - Show refresh informational messages
- Clear Data**
  - Always clear data upon save
  - Never clear data upon save
- Connections**
  - Allow tenant selection at sign-in

At the bottom right, there are 'OK' and 'Cancel' buttons.



## LESSON 3

# ACCESSING EXISTING OFFICE CONNECT REPORTS



# Access an Existing OCF Report

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[Pilot Reports Link](#)

## **Steps:**

- Open the report in the App
- Save a local copy of the report





# INTERCOMPANY ELIMINATIONS

[Link to Report Prompts](#) for Company and OE that work best for Intercompany Eliminations

- 2095: Interworktag Payable and 1394/1395: Interworktag Receivable are not supported by OCF
- Workaround:
  - Move payable manually up to the receivable line to net
  - Amount field must be “Ledger Debit Minus Credit Amount” NOT “Natural Amount”

# INTERCOMPANY ELIMINATIONS: RPT001 CR BALANCE SHEET (OCFR)

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
						Per RPT001D				Difference					
		FY24 - Dec	FY24 - Nov	FY23 - Jun		FY24 - Dec	FY24 - Nov	FY23 - Jun		FY24 - Dec	FY24 - Nov	FY23 - Jun			
1															
2															
3	<b>Assets</b>														
4	<b>Current assets:</b>														
5	Cash and cash equivalents	578,849,319	549,573,037	679,565,586		578,849,319	549,573,037	679,565,586		-	-	-			
6	Current investments	80,092,275	81,791,139	104,923,383		80,092,275	81,791,139	104,923,383		-	-	-			
7	Patient accounts receivable	769,464,625	776,918,926	730,051,878		769,464,625	776,918,926	730,051,878		-	-	-			
8	Estimated receivables under third-party programs	47,997,712	43,285,175	-		47,997,712	43,285,175	-		-	-	-			
9	Grants and contracts receivable	192,431,703	174,991,642	148,543,232		192,431,703	174,991,642	148,543,232		-	-	-			
10	Inventories	177,012,903	164,838,718	160,133,834		177,012,903	164,838,718	160,133,834		-	-	-			
11	Other current assets	118,041,996	119,871,921	88,666,898		118,041,996	119,871,921	88,666,898		-	-	-			
12	<b>Total current assets</b>	<b>1,963,890,533</b>	<b>1,911,270,557</b>	<b>1,911,884,812</b>		<b>1,963,890,533</b>	<b>1,911,270,557</b>	<b>1,911,884,812</b>		-	-	-			
13															
14	Restricted cash	187,725,041	189,508,570	95,088,179		187,725,041	189,508,570	95,088,179		-	-	-			
15	Noncurrent investments	1,011,691,808	986,606,570	932,952,166		1,011,691,808	986,606,570	932,952,166		-	-	-			
16	Noncurrent investments limited as to use	184,568,858	178,914,123	165,119,007		184,568,858	178,914,123	165,119,007		-	-	-			
17	Property, plant, and equipment, net	1,807,296,024	1,804,158,217	1,768,648,598		1,807,296,024	1,804,158,217	1,768,648,598		-	-	-			
18	Operating lease assets	826,420,587	831,753,556	845,573,360		826,420,587	831,753,556	845,573,360		-	-	-			
19	Other noncurrent assets	178,611,983	178,413,610	173,686,803		178,611,983	178,413,610	173,686,803		-	-	-			
20	<b>Total noncurrent assets</b>	<b>4,196,314,302</b>	<b>4,169,354,646</b>	<b>3,981,068,112</b>		<b>4,196,314,302</b>	<b>4,169,354,646</b>	<b>3,981,068,112</b>		-	-	-			
21															
22	<b>Total assets</b>	<b>6,160,204,835</b>	<b>6,080,625,203</b>	<b>5,892,952,925</b>		<b>6,160,204,835</b>	<b>6,080,625,203</b>	<b>5,892,952,925</b>		-	-	-			
23															
24	<b>Liabilities and Net Assets</b>														
25	<b>Current liabilities:</b>														
26	Current portion of long-term debt	(21,004,767)	(21,310,190)	(23,910,433)		21,004,767	21,310,190	23,910,433		-	-	-			
27	Short-term borrowings	-	-	-		-	-	-		-	-	-			
28	Accounts payable and other accrued expenses	(485,060,062)	(463,604,525)	(473,540,984)		485,060,062	463,604,525	473,540,984		-	-	-			
29	Medicare accelerated payments	0	0	0		(0)	(0)	(0)		-	-	-			
30	Estimated liabilities under third-party programs	(82,452,489)	(91,195,053)	(67,021,876)		82,452,489	91,195,053	67,021,876		-	-	-			
31	Accrued compensation and benefits	(307,785,256)	(299,450,699)	(345,691,356)		307,785,256	299,450,699	345,691,356		-	-	-			
32	Current portion of operating lease liabilities	(72,324,397)	(72,556,682)	(71,905,796)		72,324,397	72,556,682	71,905,796		-	-	-			
33	Current portion of deferred revenue	(10,530,529)	(9,530,580)	(8,274,623)		10,530,529	9,530,580	8,274,623		-	-	-			
34	Current portion of medical malpractice self-insurance r	(18,414,325)	(18,414,325)	(18,414,325)		18,414,325	18,414,325	18,414,325		-	-	-			
35	<b>Total current liabilities</b>	<b>(997,571,825)</b>	<b>(976,062,053)</b>	<b>(1,008,759,395)</b>		<b>997,571,825</b>	<b>976,062,053</b>	<b>1,008,759,395</b>		-	-	-			
36															
37	Long-term debt, net of current portion	(1,994,054,967)	(1,995,634,954)	(1,854,940,390)		1,994,054,967	1,995,634,954	1,854,940,390		-	-	-			
38	Fair value of interest rate exchange agreements	-	-	(33,157,339)		-	-	33,157,339		-	-	-			



BREAK  
TIME

10 MINS



VUMC  
BUSINESS  
EDUCATION



## LESSON 4

# AD-HOC REPORTING IN OFFICE CONNECT





# Ad Hoc Reporting



# Ad Hoc Reporting: Workbook Dates/Relative Dates



Questions?

# Office Connect for Financials - User Assistance

Every Thursday  
[Teams Link](#)

4/18 – 5/30  
2:00 - 3:00 PM





**Thank you!**