Veterinary Equine Chart of Accounts

[x] Companion COA (10/1/25)
[x] Equine/Mixed Addendum (2026)
[ ] VizVet Supplemental (2026)

Version 1.3 · Generated preset standard list on September 21, 2026

Accounts in this export	352 of 396 total
Filters applied	Equine-Large Animal + Universal · EM: Equine/Mixed Addendum + AV: Companion COA
Asset	47
COGS	52
Equity	6
Expense	131
Liability	34
Revenue	82

Definition Sources:

[AV] AV: Companion COA (10/1/25) – VMG/AAHA Companion Animal Practice Chart of Accounts ©
[EM] EM: Equine/Mixed Addendum (2026) – Veterinary Equine & Mixed Practice Chart of Accounts ©
[VS] VS: VizVet Supplemental (2026) – VizVet Supplemental Accounts to the COAs ©

Contributors:

The following team of volunteers contributed to the bulk of development of this chart of accounts using the VMG/AAHA Chart of Accounts (for companion animal hospitals) as the starting point. Input was solicited from other industry leaders, VMG members, and their managers.

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- Ethan DeLano — Co-Founder, VizVet; Veterinary Equine Chart of Accounts Creation Project Manager

Table of Contents

Click an account number or name to jump to its full definition.

Asset

Current Asset

- 1010 · Petty Cash
- 1020 · Cash in Daily Drawer
- 1030 · Undeposited Funds
- 1050 · Primary Checking Account
- 1060 · Secondary Checking Account
- 1150 · Savings Account
- 1200 · Certificates of Deposit
- 1250 · Money Market Account
- 1260 · Peer to Peer Payment/Money Transfer Accounts
- 1300 · Accounts Receivable

Current Asset (Contra)

- 1305 · Allowance for Uncollectable Accounts

Current Asset

- 1350 · Drugs and Medical Supply Inventory
- 1400 · Employee Advances
- 1450 · Advances – Related Party
- 1500 · Note Receivable – Related Party
- 1590 · Note Receivable – Other
- 1600 · Prepaid Expenses
  - 1610 · Prepaid Insurance
  - 1660 · Prepaid Rent
  - 1670 · Other Prepaid Expenses
  - 1700 · Prepaid Federal Income Tax
  - 1710 · Prepaid State Income and/or Franchise Tax
  - 1720 · Prepaid Local Income Tax
  - 1750 · Prepaid Interest Expense
- 1800 · Deposits for New Equipment
- 1850 · Construction In Progress

Fixed Asset

- 2000 · Professional Medical Equipment
- 2050 · Computer Hardware
- 2100 · Office Equipment, Furniture & Fixtures
- 2130 · Facility/Farm Maintenance Equipment
- 2150 · Practice Vehicles
- 2180 · Livestock

Fixed Asset (Contra)

- 2190 · Livestock – Accumulated Depreciation

Fixed Asset

- 2200 · Leasehold/Building Improvements

- 2300 · Buildings
- 2350 · Land Improvements
- 2400 · Land

Fixed Asset (Contra)

- 2450 · Accumulated Depreciation

Other Asset

- 2500 · Computer Software
- 2520 · Goodwill
- 2560 · Covenant Not to Compete
- 2580 · Organizational & Startup Costs
- 2585 · Loan Costs

Other Asset (Contra)

- 2599 · Accumulated Amortization

Other Asset

- 2600 · Note Receivable Long Term Portion
- 2700 · Refundable Deposits
- 2850 · Other Assets

Liability

Current Liability

- 3000 · Accounts Payable
- 3010 · Credit Cards Payable
- 3020 · Line of Credit
- 3030 · Current Portion of Long Term Loans & Capital Leases Payable
- 3050 · Loan Payable – Related Party
- 3053 · Loan Payable – Life Insurance Policy
- 3055 · Unearned Revenue

Payroll Liability

- 3100 · Direct Deposit Liability
- 3110 · Payroll Tax Payable
- 3140 · Workers Compensation Payable
- 3150 · Accrued Payroll and Bonuses
- 3160 · Accrued Payroll Taxes
  - 3161 · Employer FICA Tax Payable
- 3170 · Employer Retirement Plan Contribution Payable

Employee Payroll Liability

- 3200 · Employee Payroll Tax Withholding Payable
  - 3220 · FICA Tax Withholding Payable
  - 3230 · Federal Income Tax Withholding Payable
  - 3240 · State Income Tax Withholding Payable
  - 3250 · Local Income Tax Withholding Payable
  - 3252 · Federal Unemployment Tax Payable
  - 3254 · State Unemployment Tax Payable
- 3260 · Employee Withholding Payable
  - 3270 · Employee Garnishment Payable

Tax Liability

- 3400 · Sales & Use Tax Payable
- 3410 · Business and Occupation Tax Payable
- 3415 · Franchise/Single Business Tax Payable
- 3420 · Accrued Property Tax
- 3430 · Real Estate Tax Payable
- 3440 · Other Entity-Level Tax Payable
- 3500 · Corporate Income Tax Payable
  - 3510 · Corporate Federal Income Tax Payable
  - 3520 · Corporate State Income Tax Payable
  - 3530 · Local Income Tax Payable

Long Term Liability

- 3800 · Long Term Portion of Loans & Capital Lease Payable

Equity

Owner Equity

- 4000 · Common Stock / Owner's Capital / Partner's Capital / Member's Capital
- 4100 · Additional Paid In Capital
- 4200 · Retained Earnings / Owner's Equity / Partner's Equity / Member's Equity
- 4300 · Distributions / Dividends / Draws
- 4350 · Accumulated Adjustment Account

Owner Equity (Contra)

- 4400 · Treasury Stock

Revenue

Professional Services

5000 · Professional Services Revenue

- 5001 · Vaccine Revenue
- 5005 · Transportation and Farm Call Revenue
- 5007 · Emergency & Associated Fees
- 5010 · Exam Revenue
  - 5011 · Exam/Consult/Herd Health Revenue
  - 5012 · Medicine Service Revenue
  - 5013 · Pediatric Service Revenue
  - 5014 · Soundness/Lameness Service Revenue
  - 5015 · Reproduction Service Revenue
  - 5016 · Ophthalmology Service Revenue
- 5020 · Hospitalization & Treatment Revenue
  - 5021 · Board General/Pasture
  - 5022 · Hospitalization General
  - 5023 · Hospitalization Isolation/Biosecurity
  - 5024 · Hospitalization Critical Care Service Revenue
- 5025 · Fluid Therapy Revenue
- 5030 · Diagnostic Services Revenue
- 5040 · Rehabilitation Revenue
- 5045 · Laser Therapy Revenue
- 5050 · Mortuary Revenue

- 5055 · Podiatry Service Revenue
- 5060 · Behavior Service Revenue
- 5070 · Alternative and Complementary Medicine Revenue
- 5080 · Specialist Revenue
- 5095 · Medical Waste Revenue

Pharmacy

5100 · Pharmacy Revenue

- 5105 · FDA Prescription Meds, Pill, Cap, Liquid, Etc. Revenue
- 5106 · Compounded Medications Revenue
- 5110 · Injection Revenue
- 5130 · Internet Pharmacy Revenue
- 5135 · Orthobiologic Revenue (Stem Cells, PRP, IRAP, etc.)
- 5140 · Drop Ship Pharmacy Revenue
- 5145 · Other Parasite Control Revenue

Dietary

5200 · Dietary Product Revenue

- 5201 · Therapeutic Diet Revenue
- 5202 · Retail Diet Revenue

Laboratory

5300 · Laboratory Revenue

- 5301 · In-House Lab Revenue
- 5302 · Outside Lab Revenue

Imaging

5400 · Imaging Revenue

- 5403 · X-Ray Revenue
- 5404 · Dental X-Ray Revenue
- 5405 · CT Services Revenue
- 5410 · Ultrasound Services Revenue
  - 5411 · Ultrasound Services Revenue – Abdominal
  - 5412 · Ultrasound Services Revenue – Thoracic/Echocardiology
  - 5413 · Ultrasound Services Revenue – Musculoskeletal
  - 5414 · Ultrasound Services Revenue – Reproduction
- 5415 · MRI Services Revenue
- 5420 · Specialist (Imaging) Consultation Revenue
- 5421 · PET Scan Revenue
- 5422 · Bone Scan Revenue
- 5423 · Fluoroscopy Revenue
- 5425 · Interventional Revenue
  - 5426 · Interventional Revenue – X-Ray
  - 5427 · Interventional Revenue – CT
  - 5428 · Interventional Revenue – Ultrasound
  - 5429 · Interventional Revenue – MRI
- 5430 · Endoscopy Revenue
  - 5431 · Endoscopy Revenue – Upper Airway
  - 5432 · Endoscopy Revenue – Lower Airway
  - 5433 · Endoscopy Revenue – Gastroscopy
  - 5434 · Endoscopy Revenue – Oral
  - 5435 · Endoscopy Revenue – Other

Surgery

5500 · Surgery Revenue
- 5510 · Non-Specialist Surgery Revenue
  - 5511 · Orthopedic Surgery Revenue (Non-Specialist)
  - 5512 · Soft Tissue Surgery Revenue (Non-Specialist)
- 5520 · Specialist Surgery Revenue
  - 5521 · Orthopedic Surgery Revenue (Specialist)
  - 5522 · Soft Tissue Surgery Revenue (Specialist)

Anesthesia

5600 · Anesthesia, Sedatives, Tranquilizers Revenue

Dentistry

5700 · Dentistry Revenue

Ancillary

5800 · Ancillary Products & Services Revenue
- 5801 · OTC Products, Shampoos, & Nutraceutical Revenue
- 5802 · Pet Supplies Retail Revenue
- 5803 · Non-FDA Flea & Tick Control Product Revenue
- 5804 · Internet Ancillary Product Revenue
- 5805 · Farrier Services Revenue

Boarding

5825 · Boarding Revenue

Grooming

5850 · Grooming Revenue

COGS

Professional Services

6000 · Professional Services Costs
- 6001 · Vaccine Costs
- 6020 · Examination, Hospitalization & Treatment Costs
- 6025 · Fluid Therapy Costs
- 6030 · Diagnostic Services Costs
- 6040 · Rehabilitation Costs
- 6050 · Animal Disposal/Mortuary Costs
- 6055 · Podiatry Service Costs
- 6070 · Alternative and Complementary Medicine Costs
- 6095 · Medical Waste Disposal Costs

Pharmacy

6100 · Pharmacy Costs
- 6105 · FDA Prescription Meds, Pill, Cap, Liquid, Etc. Costs
- 6106 · Compounded Medications Costs
- 6110 · Injection Costs
- 6130 · Internet Pharmacy Costs
- 6135 · Orthobiologic Costs (Stem Cells, PRP, IRAP, etc.)
- 6140 · Drop Ship Pharmacy Costs
- 6145 · Other Parasite Control Costs

Dietary

6200 · Dietary Product Costs
- 6201 · Therapeutic Diet Costs
- 6202 · Retail Diet Costs

Laboratory

6300 · Laboratory Costs
- 6301 · In-House Lab Costs
- 6302 · Outside (Reference) Lab Costs

Imaging

6400 · Imaging Costs
- 6403 · X-Ray Costs
- 6404 · Dental X-Ray Costs
- 6405 · CT Costs
- 6410 · Ultrasound Costs
  - 6414 · Ultrasound Costs – Reproduction
- 6415 · MRI Costs
- 6420 · Imaging Consultation Costs
- 6421 · PET Scan Costs
- 6422 · Bone Scan Costs
- 6423 · Fluoroscopy Costs
- 6425 · Interventional Costs
  - 6426 · Interventional Costs – X-Ray
  - 6427 · Interventional Costs – CT
  - 6428 · Interventional Costs – Ultrasound
  - 6429 · Interventional Costs – MRI
- 6430 · Endoscopy Costs

Surgery

6500 · Surgery Costs

Anesthesia

6600 · Anesthesia, Sedatives, Tranquilizers Costs

Dentistry

6700 · Dentistry Costs

Ancillary

6800 · Ancillary Products & Services Costs
- 6801 · OTC Products, Shampoos, & Nutraceutical Costs
- 6802 · Pet Supply Costs
- 6803 · Non-FDA Flea/Tick Control Costs
- 6804 · Internet Ancillary Retail Sales Costs
- 6805 · Farrier Services Costs

Boarding

6825 · Boarding Costs

Grooming

6850 · Grooming Costs

Expense

Labor

Payroll

Payroll – Owner DVM

7000 · Owner Veterinarian Compensation
7005 · Owner Management Compensation

Payroll – Non-Owner DVM

7080 · Associate Veterinarian Compensation
7083 · Relief Veterinarian – Contractor Payments
7085 · Veterinary Specialist – Contractor Payments
7090 · Intern Veterinarians Compensation

Payroll – Support Staff

7100 · Other Support Staff Compensation
7130 · Registered Veterinary Technicians Compensation
7135 · Veterinary/Technical Assistants Compensation
7140 · Client Service Reps/Receptionists Compensation
7145 · Other (Non-DVM) Temporary Services – Contractor Payments
7150 · Maintenance Personnel Compensation

Payroll – Admin

7160 · Administrative Personnel Compensation
7162 · Practice Manager/Administrator Compensation
7164 · Office Manager/Executive Assistant Compensation
7166 · Bookkeeper Compensation
7168 · Clerical/Secretarial Personnel Compensation

Payroll – Boarding/Kennel

7170 · Groomers Compensation
7175 · Kennel Assistants Compensation

Employer Costs

Payroll Tax

7200 · Employer Payroll Taxes
7210 · FICA Tax – Employer's Portion
7220 · Federal Unemployment Tax Expense
7230 · State Unemployment Tax Expense
7250 · Other Employer Payroll Tax Expense

Benefits

7300 · Employee Benefit Program
7301 · Group Health Insurance Premium
7302 · S Corporation Shareholder Health Insurance Premium
7303 · Group Dental, Vision and Other Insurance Premium
7304 · Group Disability Insurance Premium
7305 · Group Term Life Insurance Premium
7310 · Employer Retirement Contribution
7320 · Professional Liability Insurance Premium

7340 · Workers Compensation Premium/Tax
7360 · Continuing Education Registration
7361 · Meeting/Course Registration Fees
7362 · Business & Professional Book, Journals, VIN subscriptions
7363 · Staff Training Fees and Costs
7365 · Travel and Lodging
7366 · Airfare
7367 · Lodging
7368 · Transportation
7369 · Mileage Reimbursement (CE Travel)

Employee Costs

7400 · Study and Buying Group Fees
7440 · Business Meals
7441 · Entertainment
7442 · Staff Meals/Snacks
7445 · Staff Events & Recreation
7450 · Employee Recruitment
7460 · Laundry & Uniform
7470 · Employment Practices Liability Insurance

General and Administrative

Facility & Equipment

Facility

7500 · Rent on Practice Real Estate
7510 · Rent on Equipment
7515 · Outside Storage

7520 · Maintenance

7521 · Medical Equipment Maintenance
7522 · IT and Office Equipment Maintenance
7523 · Facility Maintenance

7530 · Service Contracts

7531 · Medical Equipment Contracts
7532 · IT and Office Equipment Contracts
7533 · Facility Contracts
7540 · Housekeeping & Janitorial

7570 · Repairs

7571 · Medical Equipment Repairs
7572 · IT and Office Equipment Repairs
7573 · Facility Repairs
7580 · Property, Casualty, & Liability Insurance Premiums
7590 · Real Estate Tax
7600 · Personal Property Tax
7620 · Practice Vehicle

7660 · Utility Services

7661 · Electricity
7662 · Natural Gas / Fuel Oil / Propane Gas
7663 · Sewer
7664 · Water

7670 · Telephone Services

7671 · Cellular Phone Service
7672 · Lanaline Phone Service
7675 · Cable & Internet Services
7680 · Answering Service
7690 · Rubbish Disposal

Administrative Costs

7700 · Administrative Expenses

Admin

7705 · Licenses & Permits
7710 · Use Tax Paid
7715 · Franchise Tax
7720 · Other Tax
7725 · Veterinary & Professional Dues
7730 · Client Education Material
7735 · Business Gifts and Flowers
7740 · Charitable Contributions
7745 · Computer Supplies
7747 · Software as a Service Fees
7750 · Office Supplies
7755 · Postage
7760 · Printing
7765 · Accounting Fees
7770 · Bookkeeping Services
7775 · Payroll Service Fees
7780 · Employee Benefits Administration
7785 · Legal Services
7790 · Business Consultation

Advertising

7801 · Yellow Page Advertising
7802 · Website Maintenance
7803 · Internet Advertising
7804 · Direct Mailing
7805 · Client Reminders
7806 · Memorial Contributions
7808 · Sponsored Events
7809 · Marketing Consultant Fees
7810 · Advertising & Promotion – Other

Fee Collection

7905 · Bank Charges and Service Fees
7910 · Credit Card Merchant Service Fees
7911 · Wellness/Pre-Paid Plan Service Fees
7912 · Peer Payment Fees
7915 · Third Party Financing Service Fees
7920 · Collection Fees
7930 · Bad Debts
7940 · Returned Check Fees

Depreciation and Amortization

Depreciation

8000 · Depreciation Expense

Amortization

8050 · Amortization Expense

Other Miscellaneous Expenses

Other Expense

9040 · Miscellaneous Expense
9050 · Fines & Penalties
9060 · Officer/Key Person Life Insurance
9070 · Officer Disability Insurance

Interest Expense

Interest

9080 · Interest Expense – Financed
9090 · Interest Expense – Shareholder/Owner
9095 · Interest Expense – Other

Income Tax Expense

Income Tax

9100 · Federal Income Tax Provision
9200 · State Income Tax / Pass Through Entity Tax (PTET)
9300 · Local Income Tax Provision

Unclassified

9900 · Ask My Accountant

Account Definitions

Asset

↑ Cover ↑ Back to Table of Contents (Asset)

Current Asset

1010 Petty Cash

Asset [AV]

Petty cash is the amount of ready cash that the practice keeps available on premises for incidental needs. Examples of petty cash uses include reimbursement to employees for out-of-pocket purchases of office supplies and postage.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1020 Cash in Daily Drawer

Asset [AV]

The cash drawer represents the amount of cash on hand to provide change to clients, who are making cash purchases of services and retail items, or are settling the balances of their accounts. A separate petty cash fund should be maintained for incidental expenses. See account 1010- Petty Cash

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1030 Undeposited Funds

Asset [AV]

This account records client payments and other receipts on premises or otherwise under practice control, and not yet deposited to the bank

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1050 Primary Checking Account

Asset [AV]

The chief operating bank account used for daily fee collection deposits and for paying bills.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1060 Secondary Checking Account

Asset [AV]

Many practices maintain more than one checking account, such as an account for payroll or an account that reflects the activity of a second practice location. Assign each checking account its own chronologic number in the VMG/AAHA COA-CA.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1150 Savings Account

Asset [AV]

In general, a practice savings account serves as an interest-bearing repository of reserve funds for working-capital requirements or for planned investments or commitments such as employee retirement funding.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1200 Certificates of Deposit

Asset [AV]

Record investments in certificate of deposits to this account. Interest earned on investments will be recorded in the 9050 account for interest revenues either at the time the interest is received (cash basis accounting) or when the right to it is earned (accrual basis accounting).

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1250 Money Market Account

Asset [AV]

Interest-bearing account (bank or brokerage) for reserving funds to meet working capital needs or future practice commitments.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1260	Peer to Peer Payment/Money Transfer Accounts	Asset	[EM]

Balances in money transfer systems and apps such as Cash App, Paypal, Venmo, Zelle, etc.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1300	Accounts Receivable	Asset	[AV]

The account used for recording client-owed amounts for veterinary services and ancillary purchases.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Current Asset (Contra)

1305	Allowance for Uncollectable Accounts	Asset	[AV]

This is a contra asset account associated with accounts receivable. This account will maintain a credit balance and should be used when anticipating a portion of the accounts receivable will be uncollectible in the future.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset (Contra)	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

Current Asset

1350	Drugs and Medical Supply Inventory	Asset	[AV]

Inventory value should be a reasonable approximation of drugs on hand (at acquisition cost) at quarterly reporting dates, including partial packages.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1400	Employee Advances	Asset	[AV]

Advances to employees, most often as very short-term loans against future wages are recorded in this account.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1450 Advances – Related Party

Asset [AV]

This account is used to record episodic and quickly repaid personal expenditures made on behalf of officers or owners of the practice.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1500 Note Receivable – Related Party

Asset [AV]

Notes receivable usually reflect an interest-bearing loan of a large money amount or sale of valuable company property to an individual, with the requirement for repayment of the amount or value. If the terms of the loan provide for repayment to the practice over a period of longer than one year, then the portion to be repaid in greater than twelve months' time is recorded in account 2600, Long Term Portion of Notes Receivable. Account 1500 is explicitly reserved for amounts loaned to individuals who are related to the practice through ownership rights or through fiduciary responsibility, such as a director or officer.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1590 Note Receivable – Other

Asset [AV]

This account carries amounts owed to the practice, usually by non-owner employees or related entities. Occasionally, it will also include client-signed promissory notes made to the practice when the client has renegotiated large, outstanding accounts-receivable amounts for documented re-payment over time.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1600 Prepaid Expenses

Asset [AV]

Record in this account any payments that reflect the acquisition of services that the practice will use in a future financial period. In the financial period of their use, adjust prepaid amounts as expenses and reduces the asset value of the prepaid expense account. Some examples of prepaid expenses are airline tickets and convention registration purchased for a continuing education event scheduled some months in the future; professional dues and membership payments for a future membership period; and service contracts that cover one or several years of future financial periods. Include in this account prepaid insurance premiums, prepaid rent, prepaid federal income tax, prepaid state income and/or franchise tax, and prepaid local income tax if applicable to your practice.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

Companion Animal COA consolidates all prepaid sub-types here. Equine addendum breaks these out into 1610–1750.

↑ Back to Table of Contents

1610 Prepaid Insurance

Asset [EM]

Insurance contracts generally cover a full twelve month period. The bookkeeper tracks the portion of the contract that provides risk coverage in a future financial period by classing the correlating premium cost to this account. The prepaid insurance account includes the allocated premium cost of all insurance policy types: vehicle, professional liability, group medical, business property and casualty, and any other insurance types purchased. At the end of each financial period, the bookkeeper adjusts the expired portion of prepaid premium, by expensing it to the appropriate insurance expense accounts. After the adjustment, the remaining premium cost recorded in account 16500 reflects the unexpired portion of all prepaid insurance contracts.
TIP: Non-payment of premiums puts the practice and employees at risk. For example, a lapse of health coverage would present huge employee problems. The practice's board of directors should regularly inspect documents and cancelled checks for proof of premium payment and in-force insurance contracts.

FINANCIAL REPORT: Balance Sheet	**GL ACCOUNT GROUPING:** Current Asset	**NORMAL BAL.:** Debit	**PARENT:** 1600

E-LA

Equine sub-account of 1600.

↑ Back to Table of Contents

1660 Prepaid Rent

Asset [EM]

Rent is the fee paid for the practice's use of property owned by others. When the practice makes payment for use of property that will occur in a future financial period, the bookkeeper classes the payment as prepaid rent. At the end of each financial period, the bookkeeper adjusts the expired portion of prepaid rent as rent expense; thus, the financial period's revenues match with the rent expense reflecting use of property to facilitate those revenues' generation.
TIP: Tax regulations prevent rent expense deduction for prepaid rent. Thus, prepaying January real estate rent in December will not provide a tax deduction, until the latter year. This rule applies to all practices, regardless of the basis of accounting. A practice using cash basis accounting cannot deduct prepaid rent

FINANCIAL REPORT: Balance Sheet	**GL ACCOUNT GROUPING:** Current Asset	**NORMAL BAL.:** Debit	**PARENT:** 1600

E-LA

Equine sub-account of 1600.

↑ Back to Table of Contents

1670 Other Prepaid Expenses

Asset [EM]

The bookkeeper can code as prepaid expenses any payments that reflect the acquisition of services that the practice will use in a future financial period. In the financial period of their use, the bookkeeper adjusts them as expenses and reduces the asset value of the prepaid expense account. Some examples of prepaid expenses are airline tickets and convention registration purchased for a continuing education event scheduled some months in the future; professional dues and membership payments for a future membership period; and service contracts that cover one or several years of future financial periods.

TIP: Tax rules generally allow cash-basis veterinary practices to expense such payments when they are made, even though they benefit the immediate-future financial period; however, prepaid expenses that benefit more than eight and one-half months after the end of the current tax year may be not be allowed as a deduction until the latter year.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit	PARENT: 1600

E-LA

Equine sub-account of 1600.

↑ Back to Table of Contents

1700 Prepaid Federal Income Tax

Asset [EM]

Only veterinary practice entities that are subject to federal income tax will use this account. Generally, only practices operating as Subchapter C corporations (C-Corp) or Personal Service Corporations (PSC) will use the Prepaid Federal Income Tax account, and, occasionally, a C-Corp or PSC that the IRS has granted permission to use the Subchapter S entity designation. The account records the portion of federal income tax that will be assessed on a future financial period's taxable profit.

Tip: This account is not used for any payroll tax amounts.

Tip 2: If your practice is not subject to income taxes, then consider eliminating this account from the EVPCOA.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit	PARENT: 1600

E-LA

Equine sub-account. Eliminate if practice is not subject to entity-level income tax.

↑ Back to Table of Contents

1710 Prepaid State Income and/or Franchise Tax

Asset [EM]

Only veterinary practices with business entity structures requiring payment of state income taxes, use the Prepaid State Income Tax account. The account records the portion of state income tax that will be assessed on taxable profit produced in a future financial period. Some states require a franchise tax payment of veterinary practices, which may or may not be linked to profit or income.

Tip: This account is not used for any payroll tax amounts.

Tip 2: If your practice is not subject to state income taxes, then consider eliminating this account from the EVPCOA. If your practice is subject to some tax variation unique to your state, then modify the account name to reflect the type of prepaid tax.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit	PARENT: 1600

E-LA

Equine sub-account. Modify or eliminate based on state requirements.

↑ Back to Table of Contents

1720 Prepaid Local Income Tax

Asset [EM]

Like prepaid state income tax, the Prepaid Local Income Tax account will only be used by veterinary practices, which are subject to city, local or regional tax. Eliminate the account or amend the account name as necessary.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit	PARENT: 1600

E-LA

Equine sub-account.

↑ Back to Table of Contents

1750 Prepaid Interest Expense

Asset [EM]

Practice payment of debt it owes in accord with amortization schedules occasionally results in the early payment of principle and interest at the end of a financial period. For example, the bookkeeper might make a loan payment on December 28, 200X, and the loan document requires the payment on January 5, 200Y. The interest paid on December 28 is said to be “prepaid”. The bookkeeper adjusts expired interest previously paid in advance by re-classifying the prepaid portion to interest expense (in the EVPCOA’s 90000 account series).
TIP: Maintain an amortization schedule of every active loan tothe practice and use it to track each loan payment made. Each payment should be split into two components, in accord with the amortization schedule: the portion that goes to pay-down the loan’s principal balance and the portion attributed to interest on the loan.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit	PARENT: 1600

E-LA

Equine sub-account. Maintain amortization schedules for all active loans.

↑ Back to Table of Contents

1800 Deposits for New Equipment

Asset [AV]

Record in this account any down payments made for equipment orders and similar assets that will be received and put in service at a future date.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

1850 Construction In Progress

Asset [AV]

When the practice is renovating or expanding facility or constructing other capital assets that have not yet been put into service, payments made for the ongoing construction project are coded here. Once the project is complete, and all costs have been accumulated, the total is re-classed to the appropriate fixed asset accounts with adequately detailed descriptions. When the building or constructed asset is put in service, depreciation can begin.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Fixed Asset

2000 Professional Medical Equipment

Asset [AV]

The acquisition costs of all medical, surgical, and diagnostic equipment used for service provision and revenue generation are included in this account. Examples include autoclaves and sterilization equipment; surgery and anesthetic equipment; X-ray machines and other imaging equipment such as ultrasound machines; microscopes and bench laboratory machines; and any other type of medical, patient-support, or monitoring equipment. Any item of equipment to which the practice has title or realistically will have title through acquisition contract terms should be listed in this account.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Fixed Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

2050 Computer Hardware

Asset [AV]

Record all purchased computer equipment in this account, including electronic office equipment such as electronic cash registers, computer peripheral equipment, modems, surge protectors, computer cabling, servers, video monitors, printers, fax machines and network copiers. As the practice takes computer equipment out of service (often due to obsolescence as much as to breakage), it should also dispose of and remove the equipment from the accounting records.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Fixed Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

2100 Office Equipment, Furniture & Fixtures

Asset [AV]

This fixed asset account includes all non-computer office equipment acquisitions, such as phone systems, calculators, photocopiers (not computer-networked), typewriters, paper-shredders, and similar equipment. It also includes appliances such as washers, dryers, freezers, and TVs not associated with medical equipment. The account also includes office furnishings such as desks, filing cabinets, chairs, waiting room furniture, decor, lockers, bookcases, movable lighting fixtures, signs, and other appurtenances not permanently affixed and integral features of the building.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Fixed Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

2130 Facility/Farm Maintenance Equipment

Asset [EM]

This account includes all equipment required for the maintenance of the facility and grounds. Examples include lawn mowers and snow blowers, floor waxing equipment, carpet cleaning equipment, and vacuum cleaners.
TIP: Record new equipment acquisitions with a description that makes it easy at a later date to match the accounting records with the physical asset. When equipment is replaced or taken out of service, removing the equipment from the books will be easier. The books will also present a complete and understandable listing of all the equipment the practice owns that has been acquired over many years.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Fixed Asset	NORMAL BAL.: Debit

E-LA

Equine-specific. Record acquisitions with detailed descriptions for later matching.

↑ Back to Table of Contents

2150 Practice Vehicles

Asset [AV]

Vehicles owned by and titled to the practice are coded in this account, and in general are used in the production of veterinary revenue (patient transport, house calls, business errands and travel). Debatable issues affecting appropriate accounting for leased vehicles dictate you seek the practice accountant's input and advice so that regulatory compliance occurs. Additionally, vehicles used in companion animal practice may have mixed use for personal use and commuting, as well as for the purposes of conducting veterinary business. Once business use (which does NOT include commuting) falls below 50%, special rules apply to depreciation.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Fixed Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

2180 Livestock

Asset [EM]

Livestock used for draft, breeding, or dairy purposes are capitalized and may be depreciated, as long as such animals are not carried in inventory for sale. Mares used for embryo transfer would commonly be recorded in this account.
TIP: Each animal should be clearly identified by brand, tattoo, implanted microchip or RFD tag and the same information carried in the accounting records, with each animal listed separately.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Fixed Asset	NORMAL BAL.: Debit

E-LA

Equine-specific. Each animal should be identified by brand, tattoo, microchip, or RFID.

↑ Back to Table of Contents

Fixed Asset (Contra)

2190	Livestock – Accumulated Depreciation	Asset	[EM]

Use this account to record depreciation on livestock.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Fixed Asset (Contra)	NORMAL BAL.: Credit

E-LA

Equine-specific.

↑ Back to Table of Contents

Fixed Asset

2200	Leasehold/Building Improvements	Asset	[AV]

Code building construction projects that upgrade and/or extend the useful life of practice-occupied buildings in this account. Integral, stationary, and permanently affixed parts of the facility, building improvements increase its value and usefulness. Improvements include renovations, additions, permanent upgrades, new roofs, and new floors. Capitalize major repairs, which add significant facility value or life expectancy, for inclusion in this account.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Fixed Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

2300	Buildings	Asset	[AV]

Record any costs of buildings to which the practice holds ownership title in this account.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Fixed Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

2350	Land Improvements	Asset	[AV]

Improvements made to land owned or leased by the practice, which includes such enhancements as driveways, sidewalks, landscaping, storm drainage, utilities, and septic systems.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Fixed Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

2400	Land	Asset	[AV]

Record in this account the cost of any land purchased by the practice, to which it takes title (an estate in real property). As a non-wasting asset, land is not depreciated. As such, no accumulated depreciation account exists for this fixed asset.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Fixed Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Fixed Asset (Contra)

2450	Accumulated Depreciation	Asset	[AV]

This is a general “catch-all” account for use in recording accumulated depreciation for all depreciable assets, in the event the practice owners (or accountant) prefers not to group accumulated depreciation with its related asset classes (professional equipment, office equipment, etc.) This provides an expedited method for tracking accumulated depreciation in a single balance sheet account.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Fixed Asset (Contra)	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

Other Asset

2500	Computer Software	Asset	[AV]

Computer software purchases are capitalized and recorded in this account. Often, computer software is bundled as part of a computer system purchase. The portion of the purchase price attributable to software is identified and recorded in this account. Since tax rules change about the correct way to depreciate or amortize software, speak with the practice’s accountant to decide the best way to record system purchases which include both hardware and software components.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Other Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

2520	Goodwill	Asset	[AV]

Goodwill recorded in the practice books depends on the fact of a transaction involving goodwill acquisition at some time in the entity’s history. Goodwill represents the amount paid for an existing practice entity (target) that is in excess of the target’s other assets at the time of purchase. This account is only used for recording the purchase of preexisting goodwill from another entity.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Other Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

2560	Covenant Not to Compete	Asset	[AV]

The negotiated price assigned to the covenant not to compete in the course of allocating the total practice purchase is recorded in this account.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Other Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

2580	Organizational & Startup Costs	Asset	[AV]

Costs related to veterinary practice start up and organization are capitalized and recorded to this account, including legal, accounting, site selection, appraisals, and any other fees incurred prior to the actual opening of the doors for business.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Other Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

2585	Loan Costs	Asset	[AV]

Loan costs should be amortized over the life of the loan. Fees such as legal, accounting, registration and bank fees incurred in conjunction with obtaining or refinancing a loan are considered loan fees. Record all such loan fees in this account and amortize them by debiting amortization expense account 8050 and crediting 2599 Accumulated Amortization monthly over the life of the loan.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Other Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Other Asset (Contra)

2599	Accumulated Amortization	Asset	[AV]

This is a general “catch-all” account for use in recording accumulated amortization for all intangible and amortizable assets. This provides an expedited method for tracking accumulated amortization in a single balance sheet account.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Other Asset (Contra)	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

Other Asset

2600 Note Receivable Long Term Portion

Asset [AV]

This account reflects the principle portion of promissory notes and secured notes for which receipt occurs at greater than twelve months from the balance sheet date. Adjust the note's current portion, that is, the principal amount receivable in 12 months or less, in accounts 1450 or 1500.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Other Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

2700 Refundable Deposits

Asset [AV]

Use this account to record the amount of refundable deposits made at the initiation of a service, such as utilities. If the deposit is non-refundable, then it should be expensed when the expenditure occurred.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Other Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

2850 Other Assets

Asset [AV]

Include in this account the cash value of any practice-owned life insurance policy or other assets not specified in listed asset accounts.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Other Asset	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Liability

↑ Cover ↑ Back to Table of Contents (Liability)

Current Liability

3000 Accounts Payable — Liability [AV]

Code amounts owed to vendors for purchases made on credit. Such purchases are made to acquire the supplies, services, and materials needed for the practice of veterinary medicine. This account is a control account for a subsidiary ledger of each vendor, the amounts owed to that vendor, and aged amount of the payable (showing whether the payable amounts are current, or represent credit purchases that occurred 30, 60, 90, or more days in the past).

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

3010 Credit Cards Payable — Liability [AV]

This account represents all purchases made through the use of a credit card.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

3020 Line of Credit — Liability [AV]

The balance in this account represents total amount outstanding on the line of credit at any one time.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

3030 Current Portion of Long Term Loans & Capital Leases Payable — Liability [AV]

Practice debt contracted for payment over a period greater than one year is posted to two accounts. Record the loan principal portion due in less than twelve months to this account. Account for the principal portions of loans due in greater than twelve months in the 3800 series. Adjustments to long- and short_x0002_term portions are typically made at the end of the accounting period.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

3050 Loan Payable – Related Party

Liability [AV]

An officer or owner may loan money to the practice from time to time. This account represents the amount owed to the related party that will be repaid within one year. If the loan will extend beyond twelve months, then the loan should be accounted for as to the long-term and short-term portions.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

3053 Loan Payable – Life Insurance Policy

Liability [EM]

When a practice borrows against a life insurance policy, the debt is the same as any other loan: it must be repaid and interest accrues (accumulates, is charged) on the outstanding balance. This account reflects the amount borrowed from and outstanding on practice owned life insurance policies.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Liability	NORMAL BAL.: Credit

E-LA

Equine-specific.

↑ Back to Table of Contents

3055 Unearned Revenue

Liability [AV]

This account represents a liability account to record payments received in advance of providing goods or services. As goods and services are provided, the bookkeeper should debit this account and credit the appropriate revenue category.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Current Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

Payroll Liability

3100 Direct Deposit Liability

Liability [EM]

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Payroll Liability	NORMAL BAL.: Credit

E-LA

Equine-specific. - Only listed in the table of contents for Equine COA - no definition

↑ Back to Table of Contents

3110 Payroll Tax Payable

Liability [AV]

Include in this account employer FICA tax which consists of Medicare and OASDI (Old Age, Survivors, and Disability Insurance). The employer's FICA obligation is recorded here, as the amount that must be remitted to the IRS coincident with the remittance of FICA payroll tax withholding from employee wages for a recently paid payroll.
Include in this account federal unemployment tax payable which includes the balance of federal unemployment tax accrued on previously paid wages but not yet paid to the IRS.
Include in this account state unemployment tax payable which reflects state unemployment tax accrued on previously paid wages but not yet paid to the state agency.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Payroll Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

3140 Workers Compensation Payable

Liability [AV]

This account reflects workers compensation premiums payable but not yet remitted to the insurer. Workers compensation premium cost is considered a tax (rather than insurance) by many accountants, as it is not a voluntary payment but a legally mandated one when an employer has employees.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Payroll Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

3150 Accrued Payroll and Bonuses

Liability [AV]

The value of employee work time that has occurred but the practice will not pay until the next payroll date is said to be accrued. The practice incurs a liability to pay the employee for his or her time, but the pay period has not yet completely run, so is not due for payment. For accrual-based practices, this account generally carries a balance at the fiscal year end, when workers have wages due to them for hours worked, that the practice will not pay until the pay date falling in the first or second week of the following year. The value of any holiday, personal, or sick time earned by employees and not yet paid is carried in this account. Cash basis practices will generally not use this account.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Payroll Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

3160 Accrued Payroll Taxes

Liability [AV]

This account carries the outstanding balance of employer payroll tax obligations associated with accrued wages and accrued paid time off (account 3150). It generally includes only the employer's portion of FICA tax, federal unemployment tax, and state unemployment tax associated with accrued wages and salary obligations. Like accrued payroll, generally only accrual based accounting method companies use this account.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Payroll Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

3161 Employer FICA Tax Payable

Liability [EM]

FICA tax consists of Medicare and OASDI (Old Age, Survivors, and Disability Insurance). The employer's FICA obligation (match to account 32300, FICA withheld from employee wages) is recorded here, as the amount that must be remitted to the IRS with payroll tax withholding from employee wages for a recently paid payroll.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Payroll Liability	NORMAL BAL.: Credit	PARENT: 3160

E-LA

Equine sub-account.

↑ Back to Table of Contents

3170 Employer Retirement Plan Contribution Payable

Liability [AV]

This account carries the balance of previously committed, but not yet paid, contributions to the employer_x0002_sponsored retirement plan in accord with the plan document's requirements. Many plans allow the employer to take a deduction for the committed amount in the year to which it pertains, whether paid or not, and regardless of whether the practice is cash or accrual based for tax purposes. The practice generally has until the extended due date of the federal tax return to pay the funding obligation.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Payroll Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

Employee Payroll Liability

3200 Employee Payroll Tax Withholding Payable

Liability [AV]

This account carries the balance of federal income tax withheld from employee wages that has not yet been paid to the IRS. The federal income taxes withheld and remitted by the employer on the employee's behalf do not belong to the employer. The employer functions as an agent of the government to assure the timely remittance of employee tax payments through forced withholding by the employer.

This account records the balance of Social Security tax withheld from employee wages and salary payments, which the practice has not yet remitted to the IRS. As of the practice's year-end date, any outstanding amounts withheld from wages and not yet paid are presented, both for accrual and cash based practices. Social Security is a trust fund tax.

This account records the balance of Medicare tax withheld from employee wages and salary payments, which the practice has not yet remitted to the IRS. As of the practice's year-end date, any outstanding amounts withheld from wages and not yet paid are presented, both for accrual and cash based practices. As with Social Security, Medicare is a trust fund tax.

Similar to federal income tax withholding regulations, each state which taxes its residents on income requires the employer to enforce employee tax payment by functioning as an agent to hold back the required portion of wages as tax and submit the amount to the state in accord with its filing requirements.

Like federal and state income tax withholding, some cities and/or regions also tax resident and/or worker income. City or regional income tax may be based on where the employee works and/or where the employee lives. The employer must withhold the prescribed amount from the employee's wages and submit the tax amounts in accord with mandated filing deadlines. The employer has no rights to the amounts withheld from employee wages, for payment as local taxes. The employer is an agent for the government, to assure timely worker tax payment on earned income.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Employee Payroll Liability	NORMAL BAL.: Credit

ALL

Companion Animal COA consolidates all here. Equine addendum breaks into 3220–3254.

↑ Back to Table of Contents

3220 FICA Tax Withholding Payable

Liability [EM]

This account records the balance of FICA withheld from employee wages and salary payments, which the practice has not yet remitted to the IRS. As of the practice's year-end date, any outstanding amounts withheld from wages and not yet paid are presented, both for accrual and cash based practices. FICA is a trust fund tax.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Employee Payroll Liability	NORMAL BAL.: Credit	PARENT: 3200

E-LA

Equine sub-account.

↑ Back to Table of Contents

3230 Federal Income Tax Withholding Payable

Liability [EM]

This account carries the balance of federal income tax withheld from employee wages that has not yet been paid to the IRS. The federal income taxes withheld and paid by the employer on the employee's behalf do not belong to the employer. The employer functions as an agent of the government to assure the timely remittance of employee tax payments through forced withholding by the employer.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Employee Payroll Liability	NORMAL BAL.: Credit	PARENT: 3200

E-LA

Equine sub-account.

↑ Back to Table of Contents

3240 State Income Tax Withholding Payable

Liability [EM]

Similar to federal income tax withholding regulations, each state which taxes its residents on income, requires the employer to enforce employee tax payment by functioning as an agent to hold back the required portion of wages as tax and submit the amount to the state in accord with its filing requirements.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Employee Payroll Liability	NORMAL BAL.: Credit	PARENT: 3200

E-LA

Equine sub-account.

↑ Back to Table of Contents

3250 Local Income Tax Withholding Payable

Liability [EM]

Like federal and state income tax withholding, some cities and/or regions also tax resident worker income. City or regional income tax may be based on where the employee works or where the employee lives. The employer must withhold the prescribed amount from the employee's wages and submit the tax amounts in accord with mandated filing deadlines. The employer has no rights to the amounts withheld from employee wages, for payment as local taxes. The employer is an agent for the government, to assure timely worker tax payment on earned income.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Employee Payroll Liability	NORMAL BAL.: Credit	PARENT: 3200

E-LA

Equine sub-account.

↑ Back to Table of Contents

3252 Federal Unemployment Tax Payable

Liability [EM]

This account carries the balance of federal unemployment tax accrued on previously paid wages but not yet paid to the IRS.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Employee Payroll Liability	NORMAL BAL.: Credit	PARENT: 3200

E-LA

Equine sub-account.

↑ Back to Table of Contents

3254 State Unemployment Tax Payable

Liability [EM]

This account reflects state unemployment tax accrued on previously paid wages but not yet paid to the state agency.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Employee Payroll Liability	NORMAL BAL.: Credit	PARENT: 3200

E-LA

Equine sub-account.

↑ Back to Table of Contents

3260 Employee Withholding Payable

Liability [AV]

From time to time, some employees will experience court-ordered wage withholdings that are designated for use by some agency. In accord with the court order, the practice withholds the required amount and forwards it to the requisite agency on the employee's behalf. The balance carried in this account represents all withholdings not yet remitted to the agencies.

Both accrual and cash based practice entities use this account to record the obligation for submission of employee withholdings for health insurance premiums. The balance of funds withheld from employee wages which the employer has not yet remitted for payment of the practice's group health insurance premiums is recorded in this account.

Both accrual and cash based practice entities use this account to record the obligation for submission of employee-designated retirement funding. The employee advises the employer at prescribed times about the wage amount (deferred taxable compensation) the employee wishes the employer to withhold and deposit to his or her designated retirement funds. The balance of funds withheld from employee wages which the employer has not yet deposited with the retirement fund trustee is recorded in this account. Amounts that the employer commits to retirement funding on behalf of employees are recorded to account 3170.

Code any other employer-withheld amounts from employee wages, not previously described, to this account. When the practice submits the withheld amounts to the designated payee, the account balance returns to zero.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Employee Payroll Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

3270 Employee Garnishment Payable

Liability [EM]

From time to time, some employees will experience court-ordered wage withholdings that are designated for use by some agency. In accord with the court order, the practice withholds the required amount and forwards it to the requesting agency on the employee's behalf. The balance carried in this account represents all withholdings not yet remitted to the agencies.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Employee Payroll Liability	NORMAL BAL.: Credit	PARENT: 3260

E-LA

Equine sub-account.

↑ Back to Table of Contents

Tax Liability

3400 Sales & Use Tax Payable

Liability [AV]

Many states require businesses to collect sales tax from consumers when they make purchases. When the practice collects sales tax from its clients at point of sale, the tax amount is credited to this account until the time the practice remits all collected tax amounts to the state. The requirements are comparable to payroll tax withholding rules: the state requires the practice to function as its agent, by collecting the appropriate amount of tax on subject sales and remitting it to the state revenue department.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Tax Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

3410 Business and Occupation Tax Payable

Liability [EM]

Many states assess or will be assessing tax on a practice's gross receipts, which is different from sales tax paid by the client and collected and turned over to the state by the practice. This practice level tax is assessed on gross practice revenues (not net profits), and is paid by the practice at prescribed intervals. This account records the balance of tax due to the state but not yet remitted.

TIP: Ask your CPA to help you customize this and other EVPCOA account names to reflect your practice's tax reporting and payment requirements. Delete accounts not applicable to the practice's area from the EVPCOA to streamline it for customized use.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Tax Liability	NORMAL BAL.: Credit

E-LA

Equine-specific. Customize account name for your state.

↑ Back to Table of Contents

3415 Franchise/Single Business Tax Payable

Liability [EM]

Some states assess other entity level taxes that may be based on capital reserves, net equity, and complex calculations of a variety of tax bases.
TIP: Adapt the account name to the practice's circumstances.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Tax Liability	NORMAL BAL.: Credit

E-LA

Equine-specific. Adapt name to practice circumstances.

↑ Back to Table of Contents

3420 Accrued Property Tax

Liability [AV]

If the practice owns real estate or is obligated through the lease agreement to pay taxes on the real estate, post the amount due and not yet paid to this account. Some states tax the value of personal property, either tangible property or intangible property or both. Accrual-based practices use this account to record the amount due and not yet paid.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Tax Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

3430 Real Estate Tax Payable

Liability [EM]

Real estate tax specifically broken out.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Tax Liability	NORMAL BAL.: Credit

E-LA

Equine-specific. - Only listed in the table of contents for Equine COA - no definition

↑ Back to Table of Contents

3440 Other Entity-Level Tax Payable

Liability [EM]

Other entity-level taxes not fitting elsewhere.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Tax Liability	NORMAL BAL.: Credit

E-LA

Equine-specific. - Only listed in the table of contents for Equine COA - no definition

↑ Back to Table of Contents

3500 Corporate Income Tax Payable

Liability [AV]

Both cash-basis and accrual-basis corporations use this account to record the amount of federal income tax owed for the most recently completed tax year. In general, the account only pertains to Subchapter C Corporations and Personal Service Corporations. All other legal entity types allow taxable practice income to pass through to individual owners for reporting on their personal tax returns. This account records any practice-owed income tax at the state, city, local or regional level that has not yet been paid

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Tax Liability	NORMAL BAL.: Credit

ALL

Companion Animal COA consolidates. Equine breaks into 3510–3530.

↑ Back to Table of Contents

3510 Corporate Federal Income Tax Payable

Liability [EM]

Both cash-basis and accrual-basis corporations use this account to record the amount of federal income tax owed for the most recently completed tax year. In general, the account only pertains to Subchapter C Corporations and Personal Service Corporations. All other entity types allow taxable practice income to pass through to individual owners for reporting on their personal tax returns.
TIP: Delete this account from the EVPCOA if your practice is not a C-Corporation or a Personal Service Corporation, as you will not need to use it. Don't mistake this account for employee payroll withholding of federal income tax.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Tax Liability	NORMAL BAL.: Credit	PARENT: 3500

E-LA

Equine sub-account.

↑ Back to Table of Contents

3520 Corporate State Income Tax Payable

Liability [EM]

Similar to Account 3510, Corporate Federal Income Tax Payable, this account records any practice-owed income tax at the state level that has not yet been paid. TIP: Don't error by recording employee state income tax withholding amounts to this account.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Tax Liability	NORMAL BAL.: Credit	PARENT: 3500

E-LA

Equine sub-account.

↑ Back to Table of Contents

3530	Local Income Tax Payable	Liability	[EM]

Similar to Accounts 3510 and 3520, this account records any practice-owed income tax at the city, local or regional level that has not yet been paid.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Tax Liability	NORMAL BAL.: Credit	PARENT: 3500

E-LA

Equine sub-account.

↑ Back to Table of Contents

Long Term Liability

3800	Long Term Portion of Loans & Capital Lease Payable	Liability	[AV]

Record the principal portion of loans scheduled for repayment over a period greater than one year. Such loans will have terms that include a stated principal amount, monthly payment amount, and a stated interest rate. The current portion of the debt, the principal portion that will be repaid within a calendar or fiscal year, will be reported in account 3030. Most common long-term debt examples include mortgages and equipment loans with repayment schedules spanning multiple years.

Also known as a purchase lease, a capital lease provides for transferred title of ownership to the lessee at the end of the lease term, usually for some bargain price such as one dollar. This account maintains the principal balance that is due in greater than twelve months from the balance sheet report date. The current portion of a capital lease is reported in account 3030.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Long Term Liability	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

Equity

↑ Cover ↑ Back to Table of Contents (Equity)

Owner Equity

4000 Common Stock / Owner's Capital / Partner's Capital / Member's Capital — Equity [AV]

4000 · Common Stock
This account title pertains to practices functioning in any of the corporate formats. The account balance reflects the value of issued and outstanding shares of corporate stock, usually at their original stated value. This is an account that infrequently changes, so it is likely any adjustments will come from the practice's accountant as a result of significant transaction events related to practice ownership. Often, the only transaction shown in the account occurs at the inception of the corporation when it issues shares to the first shareholders.

Other tax entity types, such as partnerships, sole proprietorships, and limited liability companies that have not elected treatment as corporations, will change the title of this account to reflect the entity type:
■ Proprietorship:
4000 · Owner's Capital
■ Partnership:
4000 · Partner's Capital – Partner One
4010 · Partner's Capital – Partner Two
4020 · Partner's Capital – Partner Three, etc.
■ Limited Liability Company:
4000 · Member's Capital – Member One
4010 · Member's Capital – Member Two
4020 · Member's Capital – Member Three, etc.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Owner Equity	NORMAL BAL.: Credit

ALL

Rename per entity type: Owner's Capital (Proprietorship), Partner's Capital (Partnership), Member's Capital (LLC).

↑ Back to Table of Contents

4100 Additional Paid In Capital — Equity [AV]

Record any capital paid by shareholders to the corporation in excess of the stated share value. Generally, this account is used very infrequently, often only at the corporation's inception when it issues stock to the new shareholders in exchange for money and property. Any value in excess of the stated share value, which can be found in the original articles of incorporation, is recorded as additional paid in capital (commonly abbreviated APIC)

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Owner Equity	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

4200 Retained Earnings / Owner's Equity / Partner's Equity / Member's Equity

Equity [AV]

This account reflects a practice's accumulated profits and losses over time, which have not been distributed to owners. The account is presented separately from the Common Stock and Additional Paid in Capital accounts because it derives its balances from operational results, not from financing.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Owner Equity	NORMAL BAL.: Credit

ALL

↑ Back to Table of Contents

4300 Distributions / Dividends / Draws

Equity [AV]

Any dividends (Subchapter C or a personal service corporation (PSC)) or distributions (Subchapter S Corporation) are recorded here during the fiscal year. At the beginning of the subsequent fiscal year, all dividends and distributions are closed by an account adjustment to Retained Earnings/(Deficit), account 4200. Withdrawals by members of an unincorporated entity will be booked to this account, also. Modify the account title to reflect the entity type: Owner Draws, Partner Draws, or Member Draws.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Owner Equity	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

4350 Accumulated Adjustment Account

Equity [EM]

Only S corporations (or limited liability companies which have elected to report financial results as an S corporation) use this account, to reflect net shareholder basis adjustments for allocable shareholder income and distribution amounts. The account helps substantiate the limit on distributions that are not treated as dividends when a corporation has changed from being a C corporation to an S corporation sometime in its history, although separately-maintained shareholder basis records are primary documents establishing distribution limits.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Owner Equity	NORMAL BAL.: Credit

ALL

Only for S-Corps or LLCs electing S-Corp treatment.

↑ Back to Table of Contents

Owner Equity (Contra)

4400 Treasury Stock

Equity [AV]

Treasury stock is the amount of previously issued stock subsequently redeemed and held by the corporation. This situation usually occurs when a shareholder retires from the practice and sells his shares back to the corporation rather than to another individual. When the corporation purchases its own shares from the departing shareholder, the shares are said to be in the treasury.

FINANCIAL REPORT: Balance Sheet	GL ACCOUNT GROUPING: Owner Equity (Contra)	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Revenue

↑ Cover ↑ Back to Table of Contents (Revenue)

Professional Services

5000 Professional Services Revenue — Revenue [AV]

Parent grouping for all professional veterinary service revenues.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Professional Services	Credit	Professional Services

ALL

↑ Back to Table of Contents

5001 Vaccine Revenue — Revenue [AV]

CA: This revenue center includes companion animal vaccine service income. Record in this account the fees charged from administration of vaccines to immunize patients against disease. Charges for new or reissued rabies tags are recorded here, as are rabies licensing fees (not to be confused with other county licenses which are tracked in 5802).

E-LA: Vaccinations only — do not include vaccination exams (use Medicine Revenue).

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Preventive Care

ALL

Definition differs between CA and EQ.

↑ Back to Table of Contents

5005 Transportation and Farm Call Revenue — Revenue [EM]

This revenue center includes fees associated with ambulatory services such as mileage, travel time, emergency fees, non-client fees, etc.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Ambulatory

E-LA

Equine-specific.

↑ Back to Table of Contents

5007 Emergency & Associated Fees

Revenue [EM]

This revenue center includes fees associated with emergencies, non-client fees, etc.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Emergency

E-LA

Equine-specific.

↑ Back to Table of Contents

5010 Exam Revenue

Revenue [AV]

CA: This revenue center includes outpatient exams, consultations, and many professional services that are performed during the exam, such as nail, wing and teeth trims, anal gland expression, minor ear cleaning, soft paw application, diabetic glucose sensor application, outpatient medication administration fees, poison control consultation fees, telemedicine exam/consults, microchip implantation, health certificates, house call fees, euthanasia services and euthanasia solution. More extensive diagnostic procedures completed at time of examination are tracked elsewhere.

E-LA: Parent for sub-accounts 5011–5016.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Exam/Consult

ALL

CA includes euthanasia in this account; EQ has separate sub-accounts.

↑ Back to Table of Contents

5011 Exam/Consult/Herd Health Revenue

Revenue [EM]

This revenue center includes other large animal physical exams, Time working on herd health and consultations

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5010	Exam/Consult

E-LA

Equine sub-account.

↑ Back to Table of Contents

5012 Medicine Service Revenue

Revenue [EM]

This revenue center includes general examinations (colic, pyrexia, lacerations, cellulitis, comprehensive physical exams, vaccination exams, neurologic exam, rectal examinations [not reproduction], dermatologic exam), diagnostic procedures (CSF tap, TTW, BAL, nasogastric intubation, thoracocentesis, abdominocentesis, synoviocentesis, biopsy [not reproduction], aspirates, culture/sensitivity), and generalized procedures (sheath cleaning, nebulization, sling use, non-anesthesia oxygen revenue, chemotherapy, chest tube placement), services (sling use, FEI passport generation/updating), and consultations. This does not include the revenue from supplies or consumables, just the professional services. Revenue from pathology, microbiology, hematology, immunology of samples are coded under

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5010	Medicine

E-LA

Equine sub-account.

↑ Back to Table of Contents

5013 Pediatric Service Revenue

Revenue [EM]

This revenue center includes professional services and procedures on neonates (post-foaling exam, enemas, etc.). Revenue from IgG levels, pathology, microbiology, hematology, immunology of samples are coded under 5300 Laboratory Revenue.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5010	Pediatrics

E-LA

Equine sub-account.

↑ Back to Table of Contents

5014 Soundness/Lameness Service Revenue

Revenue [EM]

This revenue center includes lameness/soundness exams, nerve and joint blocks professional fees, shockwave, cold laser, mesotherapy, etc, but no local anesthetics which are in Anesthesia Revenue or intra-articular medications which are located in Injectables or Orthobiologics revenue centers.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5010	Lameness

E-LA

Equine sub-account.

↑ Back to Table of Contents

5015 Reproduction Service Revenue

Revenue [EM]

This revenue center includes the professional services of lavages/infusions, endometrial biopsies, pregnancy checks, reproductive rectal examinations, vaginal examinations, embryo transfer, uterine cultures, etc. No supplies, injectables, medications, or consumables, just professional services. Revenue from pathology, microbiology, hematology, immunology of samples are coded under 5300 Laboratory Revenue. Reproductive ultrasound is coded under Ultrasound Services Revenue - Reproduction.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5010	Reproduction

E-LA

Equine sub-account.

↑ Back to Table of Contents

5016 Ophthalmology Service Revenue

Revenue [EM]

This revenue center includes ophthalmologic exams and other professional services like SPL placement, corneal debridement, tonometry, etc. Revenue from medications are coded under 5100 Pharmacy Revenue. Revenue from pathology and microbiology of samples are coded under 5300 Laboratory Revenue.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5010	Ophthalmology

E-LA

Equine sub-account.

↑ Back to Table of Contents

5020 Hospitalization & Treatment Revenue

Revenue [AV]

CA: This revenue center includes hospitalization (day or night), and inpatient services. Includes critical and nursing care, oxygen (even though the cost for oxygen is tracked under 6600 Anesthesia), in-patient medication administration, heat support, stomach tubing and lavage, enemas, continuous blood pressure monitoring (not to be confused with diagnostic blood pressure measurement), heartworm treatment support, tattoo services, bandages, casts, urinary catheterization, therapeutic abdominocentesis and thoracentesis, inpatient non-surgical wound care. Includes theriogenology services such as semen collection and preparation, insemination, obstetrical assistance, and neonatal care and stem cell therapy. Track medical boarding here and medication administration for boarding pets. If your practice offers minimal boarding services, please track these boarding services under 5020 Prof. Services Hospitalization & Treatments (per KSM recommendation). Inventory items sold to clients and/or used in-house/for treatments are also tracked here, i.e., syringes), needles, vet wrap and other bandage supplies, cotton balls, tongue depressors, etc. (note that no charge white good items can also be tracked under a generic “Supplies” category in your PIMS if you don’t want to blend them into the Hospitalization & Treatment category, however you will still account for the costs of these items as 6020 Hosp./Treatments).

E-LA: Parent for sub-accounts 5021–5024.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Hospitalization

ALL

↑ Back to Table of Contents

5021 Board General/Pasture

Revenue [EM]

This revenue center includes day board, non-treatment boarding, & pasture board. This revenue includes other large animal board revenue

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5020	Hospitalization

E-LA

Equine sub-account.

↑ Back to Table of Contents

5022 Hospitalization General

Revenue [EM]

This revenue center is for hospitalization with QID treatments or less. Day board is located in 5021 Board General/Pasture.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5020	Hospitalization

E-LA

Equine sub-account.

↑ Back to Table of Contents

5023 Hospitalization Isolation/Biosecurity

Revenue [EM]

Hospitalization, Isolation and Biosecurity Fee's revenue. Does not include revenue from supplies and consumables.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5020	Hospitalization

E-LA

Equine sub-account.

↑ Back to Table of Contents

5024 Hospitalization Critical Care Service Revenue

Revenue [EM]

This revenue center includes hospitalization of horses on fluids, refluxing, or greater than QID treatments. An ICU Fee would go here. Does not include revenue from supplies

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5020	Hospitalization, Emergency

E-LA

Equine sub-account.

↑ Back to Table of Contents

5025 Fluid Therapy Revenue

Revenue [AV]

This revenue center includes fees charged for all routes and types of fluid and electrolyte support administered for any type of service (for dentals, Sx, etc.). Routes include subcutaneous (SC) and intravenous (IV) administration, and CRIs (continuous rate infusion administration (even when giving anesthetics as part of the CRI)). Fluid types include crystalloid and colloid solutions (Hetastarch, HES) and blood/plasma products (including blood transfusion collection fees as well as those for administration). Revenues associated with set up and administration of all fluid types such as catheter placement are included here as well as supplies, i.e. fluid administration sets, fluid pump fees, monitoring, and all other income associated with SC and IV fluid therapy administration services and products.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Fluid Therapy

ALL

↑ Back to Table of Contents

5030 Diagnostic Services Revenue

Revenue [AV]

This revenue center includes fees charged for blood pressure measurement, EKG/ECG tracing procedures performed in-house or by outside services (including Holter monitor), EKG/ECG consults, ophthalmology-related tests (tear/lacrimation tests, corneal staining procedures, intraocular pressure measurement), bone marrow aspiration procedures, water deprivation tests, tensilon tests, CSF tap, diagnostic abdominocentesis or thoracentesis procedures, intradermal allergy testing when performed in-house and necropsy procedure.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Diagnostics

ALL

↑ Back to Table of Contents

5040 Rehabilitation Revenue

Revenue [AV]

This revenue center includes fees from activities including treadmill, swimming, core muscle conditioning, massage, and similar physiotherapeutic applications to increase muscle strength, range of joint motion, flexibility, and mobility.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Rehabilitation

ALL

↑ Back to Table of Contents

5045 Laser Therapy Revenue

Revenue [AV]

This revenue center includes fees related to therapeutic laser therapy for accelerated wound healing, musculoskeletal disease, modulation, and pain management applications. Do not include laser surgery in this account.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Rehabilitation

ALL

↑ Back to Table of Contents

5050 Mortuary Revenue

Revenue [AV]

This revenue center includes fees related to cremation, burial income, and related body care services. Include income for sales of cemetery plots, caskets, urns, paw prints, and associated patient memorial services or products. (Euthanasia procedure fees and euthanasia solution are included in account 5010 Exam Revenue).

E-LA: This revenue center includes rendering service and any animal disposal services, cremation

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Mortuary

ALL

↑ Back to Table of Contents

5055 Podiatry Service Revenue

Revenue [EM]

This revenue center accounts for podiatry services performed by a veterinarian (not a farrier). Supplies and consumables excluded.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Podiatry

E-LA

Equine-specific.

↑ Back to Table of Contents

5060 Behavior Service Revenue

Revenue [AV]

This revenue center includes fees related to behavior service income and includes both services related to the prevention of behavior issues that might lead to owner-pet bond breakage (behavior wellness), or consulting services addressing the modification of existing behavior issues (separation anxiety, excessive vocalization, aggression, and destructive behavior). Medications and OTC products to treat behavioral issues should be included under Pharmacy 5105 FDA Rx Meds or 5801 Ancillary OTC Products.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Behavior

ALL

↑ Back to Table of Contents

5070 Alternative and Complementary Medicine Revenue

Revenue [AV]

This revenue center includes fees related to income from chiropractic, acupuncture, and homeopathy services. Alternative medical products sold should be captured in 5801 Ancillary OTC Products.

Tip: if the PIMS category description field doesn't support the character length of this description it can be shortened to 5070 Alternative Medicine.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Alternative Medicine

ALL

↑ Back to Table of Contents

5080 Specialist Revenue

Revenue [AV]

This revenue center includes only those specialty services provided by a board-certified veterinarian with specialty credentials from an ABVS-recognized veterinary specialty organization. Additional subaccounts for specific specialist revenue (i.e. ophthalmology, internal medicine, oncology, ultrasound, etc.) can be created using accounts 5081 to 5094.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Specialist

ALL

↑ Back to Table of Contents

5095 Medical Waste Revenue

Revenue [AV]

This revenue center includes fees related to income from hazardous waste fees, i.e., hazardous waste from vaccines, injections, surgery, sharp container sales and disposal fees.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Credit	5000	Admin

ALL

↑ Back to Table of Contents

Pharmacy

5100 Pharmacy Revenue

Revenue [AV]

Parent grouping for all pharmacy revenues.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Pharmacy	Credit	Pharmacy

ALL

No definition for CA, and says it excludes injectable and orthobiologics on E-LA which mentions ortho specifically (5135).

↑ Back to Table of Contents

5105 FDA Prescription Meds, Pill, Cap, Liquid, Etc. Revenue

Revenue [AV]

CA: This revenue center includes income from the sale of FDA prescription medications in the form of pills, capsules, liquids, topicals and some sprays, including oral and transdermal controlled substance medications, FDA hyposensitization (allergy) treatment sublingual drops, and other FDA approved products.

Tip: If the PIMS category description field doesn't support the character length of this description it can be shortened to 5105 FDA Rx Meds.

E-LA: This revenue center includes FDA approved medications (Pill, Capsules, Suspensions, ophthalmic etc) and associated packing/dispensing fees. Does not include injectable medications and orthobiologics.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Pharmacy	Credit	5100	Pharmacy

ALL

↑ Back to Table of Contents

5106 Compounded Medications Revenue

Revenue [EM]

This revenue center includes compounded medications in treat, pill, capsule, paste, powder, topical, or injectable formulations. Shipping fees should be included here.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Pharmacy	Credit	5100	Pharmacy

E-LA

Equine-specific.

↑ Back to Table of Contents

5110 Injection Revenue

Revenue [AV]

CA: This revenue center includes income from FDA inpatient and outpatient injections and any injection fee and any associated packing/dispensing fees. Insulin, Immiticide®, Cytopoint®, Solensia®, and Librela® are included in this account as well as FDA hyposensitization treatment (allergy) injections. Does not include income from injectable anesthetics, analgesics, tranquilizers, anxiolytic agents, sedating agents, euthanasia solutions or injectable heartworm preventatives. See 5600 Anesthesia, Sedatives, and Tranquilizers for details on items included in the Anesthesia revenue center; injectable parasite preventatives should be coded as 5125 FDA RX Injectable Parasite Prevention.

E-LA: This revenue center includes FDA injections and any injection fee and any associated packing/dispensing fees. Intra-articular medications are included in this revenue center. Does not include anesthetics, sedation, euthanasia solution

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Pharmacy	Credit	5100	Pharmacy

ALL

Definition differs between CA and EQ.

↑ Back to Table of Contents

5130 Internet Pharmacy Revenue

Revenue [AV]

CA: This revenue center includes the gross revenues resulting from Pharmacy sales made through a practice via portal regardless of whether it is through a subcontracted vendor (VetSource, MyVetDirect, etc.). Also includes income from products billed by the practice but shipped directly to the client. Note: Internet sales are not generated through the practice's PIMs, therefore, this revenue center does not need to be set up in your practice's PIMs. Use the vendor reports to find the gross revenue to enter into DATALINK (in the Non-PIMs section on the revenue window). Several of the online store providers email a report to the practice owner each quarter. Check with your online store provider for details.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Pharmacy	Credit	5100	Pharmacy, Internet Sales

ALL

↑ Back to Table of Contents

5135 Orthobiologic Revenue (Stem Cells, PRP, IRAP, etc.) Revenue [EM]

This revenue center includes orthobiologics (Stem cells, PRP, IRAP, Alpha 2 EQ, Prostride, amnion, etc.), processing fees,and product mark-up. Does not include profession injection fees which are located in Lameness Revenue.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Pharmacy	Credit	5100	Pharmacy, Orthobiologics

E-LA

Equine-specific.

↑ Back to Table of Contents

5140 Drop Ship Pharmacy Revenue Revenue [EM]

This revenue center is only for hospitals that have seperate inventory from the regular hospital's inventory. If there is no seperate inventory for drop ship, then include in Prescriptions medications, injectables etc. Shipping fees should be included here.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Pharmacy	Credit	5100	Pharmacy, Internet Sales

E-LA

Equine-specific.

↑ Back to Table of Contents

5145 Other Parasite Control Revenue Revenue [EM]

E-LA: Revenue from dewormers, pour-ons, fly tags, and other parasite control products not covered by injectable prevention. Includes Ivermectin paste, Quest, Equimax, permethrin pour-ons, etc.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Pharmacy	Credit	5100	Pharmacy

E-LA

↑ Back to Table of Contents

Dietary

5200 Dietary Product Revenue Revenue [AV]

Parent account for dietary product sales.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Dietary	Credit	Dietary

ALL

↑ Back to Table of Contents

5201 Therapeutic Diet Revenue

Revenue [AV]

This revenue center includes fees related to any food that is sold as a medical recommendation to support a patient suffering from a diagnosed specific medical health problem. While often called prescription diets, they do not by law require a veterinarian to prescribe them but manufacturers do frequently limit their sales through veterinarians and veterinary hospitals. Do not include therapeutic brand treats, they are tracked in 5802 Ancillary Pet Supplies/Retail

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Dietary	Credit	5200	Dietary

ALL

↑ Back to Table of Contents

5202 Retail Diet Revenue

Revenue [AV]

This revenue center includes fees related to any food that is sold as a wellness/maintenance diet, pediatric diet or traditional food WITHOUT a specific therapeutic dietary formulation for a diagnosed medical health problem. Do not include treats, they are tracked in 5802 Ancillary Pet Supplies/Retail.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Dietary	Credit	5200	Dietary

ALL

↑ Back to Table of Contents

Laboratory

5300 Laboratory Revenue

Revenue [AV]

Segregating in-house and reference lab revenue and expense allows a practice to easily track expenses as a percentage of revenue for each. Having these metrics allows a practice to monitor lab service fee capture, reference lab price increases, use of in-house reagents, use of lab services, etc. in a timely and efficient manner.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Laboratory	Credit	Laboratory

ALL

↑ Back to Table of Contents

5301 In-House Lab Revenue

Revenue [AV]

CA: This revenue center includes fees related to in-house laboratory includes any pre-surgical operatory tests, CBCs (complete blood counts), serum/blood chemistries, urinalyses, fecal analyses, cytology analyses, and semen evaluations completed by practice employees using practice laboratory equipment and supplies. Skin scraping, phlebotomy, blind or ultrasound guided cystocentesis, or fine needle aspirate fees resulting from specimen collection (chemistry, cytology, and/or biopsy interpretation) should be included in this account.

E-LA: This revenue center includes In-house CBC, Chem, Lytes, Fibrinogen, SAA, Fecals, In-house cultures, cytology etc. Ultrasound and radiograph guidance fees are not in this category. Revenue from obtaining the samples are not included in this account.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Laboratory	Credit	5300	Laboratory

ALL

↑ Back to Table of Contents

5302 Outside Lab Revenue

Revenue [AV]

CA: This revenue center includes fees related to income from outside lab tests such as state diagnostic labs, private reference labs such as Antech, IDEXX, etc. Includes phlebotomy and urine collection fees including cystocentesis for urine testing, histopathology and necropsy fees when performed by an outside lab.

E-LA: This revenue center includes outside Lab costs including shipping, Health certificates included since Global Vet Link charges fee. Global Vet Link charges are located in this account.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Laboratory	Credit	5300	Laboratory

ALL

↑ Back to Table of Contents

Imaging

5400 Imaging Revenue

Revenue [AV]

Parent grouping for all imaging revenue.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Imaging	Credit	Imaging

ALL

↑ Back to Table of Contents

5403 X-Ray Revenue

Revenue [AV]

This revenue center includes fees for radiographs and in-house interpretation of radiographic studies, including Penn Hip and OFA fees.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5400	Imaging

ALL

↑ Back to Table of Contents

5404 Dental X-Ray Revenue

Revenue [AV]

This revenue center includes fees related to income from dental radiographs and in-house interpretation.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5400	Imaging, Dentistry

ALL

↑ Back to Table of Contents

5405 CT Services Revenue

Revenue [AV]

This revenue center includes income from fees derived from image studies via computerized tomography technology and in-house interpretation.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5400	Imaging

ALL

↑ Back to Table of Contents

5410 Ultrasound Services Revenue

Revenue [AV]

CA: This revenue center includes income from fees derived from ultrasound imaging procedures and in-house interpretation. Include income for needle aspirate along with ultrasound guided fine needle and Trucut biopsies procedure fees. Ultrasound guided urine cystocentesis fees should be included in lab services account 5301 or 5302.

E-LA: The revenue center includes income from fees derived from ultrasound imaging procedures and their interpretation. This revenue center does not include U/S guided injections, aspirates, and supplies.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5400	Imaging

ALL

↑ Back to Table of Contents

5411 Ultrasound Services Revenue – Abdominal

Revenue [EM]

This revenue center includes ultrasound of the abdomen and associated anatomy trans-abdominal or trans-rectal. Reproductive examinations are coded under Ultrasound Services Revenue - Reproduction. Supplies and consumables are not included.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5410	Imaging

E-LA

Equine sub-account.

↑ Back to Table of Contents

5412 Ultrasound Services Revenue – Thoracic/Echocardiology

Revenue [EM]

This revenue center includes ultrasonography services of the thorax and associated anatomy as well as ultrasound of the heart and associated anatomy. Thoraxic/Echocardiography is coded under 5412. Supplies and consumables are not included.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5410	Imaging

E-LA

Equine sub-account.

↑ Back to Table of Contents

5413 Ultrasound Services Revenue – Musculoskeletal

Revenue [EM]

This revenue center includes ultrasound of the heart and associated anatomy. Thoracic ultrasound is coded under 5412. Supplies and consumables are not included.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5410	Imaging, Lameness

E-LA

Equine sub-account.

↑ Back to Table of Contents

5414 Ultrasound Services Revenue – Reproduction

Revenue [EM]

This revenue center includes ultrasonographic examinations identifying estrous cycle, pregnancy (rectal & transabdominal), testicular ultrasound, etc. Supplies and consumables are not included.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5410	Imaging, Reproduction

E-LA

Equine sub-account.

↑ Back to Table of Contents

5415 MRI Services Revenue

Revenue [AV]

This revenue center includes income from fees derived from MRI (Magnetic Resonance Imaging) scan procedures, and in-house study interpretation.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5400	Imaging

ALL

↑ Back to Table of Contents

5420 Specialist (Imaging) Consultation Revenue

Revenue [AV]

This revenue center includes fees derived from imaging consultations by a radiology service or a board-certified veterinarian with specialty credentials. Do not include EKG consultations here, they are tracked in 5030.

Tip: If the PIMS category description field doesn't support the character length of this description it can be shortened to 5420 Imaging Specialist Consults.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5400	Imaging, Specialist

ALL

↑ Back to Table of Contents

5421 PET Scan Revenue

Revenue [EM]

This revenue center includes services from PET Scan examinations. Supplies and consumables are not included.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5400	Imaging

E-LA

Equine-specific.

↑ Back to Table of Contents

5422 Bone Scan Revenue

Revenue [EM]

This revenue center includes services from Bone Scan examinations. Supplies and consumables are not included.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5400	Imaging

E-LA

Equine-specific.

↑ Back to Table of Contents

5423 Fluoroscopy Revenue

Revenue [EM]

This revenue center includes services from Flouroscopy examinations. Supplies and consumables are not included.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5400	Imaging

E-LA

↑ Back to Table of Contents

5425 Interventional Revenue

Revenue [EM]

This revenue category accounts for diagnostic procedures or treatments that incorporate imaging modalities to facilitate the placement of medical devices or implants, minimal invasive surgical procedures, obtain pathological samples, or allow for an accurate infusion of a medication.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5400	Imaging, Surgery

E-LA

Equine-specific. Parent for 5426–5429.

↑ Back to Table of Contents

5426 Interventional Revenue – X-Ray

Revenue [EM]

This revenue center includes radiographic guided injections and aspirates. Consumable and supplies are not included.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5425	Imaging

E-LA

Equine sub-account.

↑ Back to Table of Contents

5427 Interventional Revenue – CT

Revenue [EM]

This revenue center includes professional fees for CT guided injections but does not include supplies and injectables.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5425	Imaging

E-LA

Equine sub-account.

↑ Back to Table of Contents

5428 Interventional Revenue – Ultrasound

Revenue [EM]

Interventional is defined where an imaging modality is utilized to facilitate a medical/surgical procedure such as the placement of a medical device, biologic, or pharmaceutical.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5425	Imaging

E-LA

Equine sub-account.

↑ Back to Table of Contents

5429 Interventional Revenue – MRI

Revenue [EM]

This revenue center includes professional fees for MRI guided injections but does not include supplies and injectables.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5425	Imaging

E-LA

Equine sub-account.

↑ Back to Table of Contents

5430 Endoscopy Revenue

Revenue [EM]

This revenue center includes the services that incorporate a flexible or rigid endoscope for diagnostic or therapeutic procedures.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5400	Imaging, Diagnostics

E-LA

Equine-specific. Parent for 5431–5435.

↑ Back to Table of Contents

5431 Endoscopy Revenue – Upper Airway

Revenue [EM]

This revenue center includes endoscopy of the upper respiratory tract including nasal passages, guttural pouches, pharynx, larynx, and sinus.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5430	Imaging

E-LA

Equine sub-account.

↑ Back to Table of Contents

5432 Endoscopy Revenue – Lower Airway

Revenue [EM]

This revenue center includes endoscopy of the lower respiratory tract including the trachea, bronchi, and alveoli.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5430	Imaging

E-LA

Equine sub-account.

↑ Back to Table of Contents

5433 Endoscopy Revenue – Gastroscopy

Revenue [EM]

This revenue center includes endoscopy of the esaphagus, stomach, and pyloris.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5430	Imaging

E-LA

Equine sub-account.

↑ Back to Table of Contents

5434 Endoscopy Revenue – Oral

Revenue [EM]

This revenue center includes endoscopy of the oral cavity.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5430	Imaging

E-LA

Equine sub-account.

↑ Back to Table of Contents

5435 Endoscopy Revenue – Other

Revenue [EM]

This revenue center includes endoscopy of other locations/systems not identified from the other sub-categories.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Credit	5430	Imaging

E-LA

Equine sub-account.

↑ Back to Table of Contents

Surgery

5500 Surgery Revenue

Revenue [AV]

E-LA: This revenue center includes center includes income from fees resulting from surgery room usage, surgical instrument or pack usage, surgical disposables and supplies (sutures, surgical drapes, glove etc.) Surgeon fees, surgical implants, and plates and screws. Include orthopedic surgery, soft tissue surgery, laparoscopy, arthroscopy, tenoscopy and URT endoscopic surgery. It would not include patient care, fluids, imaging, anesthesia, laboratory, diagnostics or dispensing.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Surgery	Credit	Surgery

ALL

↑ Back to Table of Contents

5510 Non-Specialist Surgery Revenue

Revenue [AV]

CA: This revenue center includes income from fees resulting from surgery room usage, surgical instrument or pack usage, surgical disposables and supplies (sutures, surgical drapes, gloves, etc.), non-specialist surgeon fees, surgical implants, and plates and screws. Include orthopedic surgery, soft tissue surgery, and cryotherapy fee income, as well as laparoscopy and endoscopy income. Do not include fluid therapy items or anesthesia items here. If any surgeries are set up as Groups or Bundles in the PIMS, ensure each item that makes up the group/bundle are coded to the correct VMG category/subcategory so that the revenue is recognized appropriately.

E-LA: This revenue center includes income from fees resulting from surgery room usage, surgical instrument or pack usage, surgical disposables and supplies (sutures, surgical drapes, gloves, etc.), surgeon fees, surgical implants, and plates and screws. Include orthopedic surgery, soft tissue surgery, and cryotherapy fee income, as well as laparoscopy and endoscopy income. If ovariohysterectomy (OHE/Spay), castration (neuter), and declaw procedures are bundled with anesthesia/analgesia as a single fee, the total fee charged should be included here. It would not include patient care, fluids, imaging, laboratory, diagnostics or dispending.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Surgery	Credit	5500	Surgery

ALL

↑ Back to Table of Contents

5511 Orthopedic Surgery Revenue (Non-Specialist)

Revenue [EM]

This revenue center includes arthroscopy, tenoscopy, bursoscopy, fracture repair, desmotomy, cast application fees (Not including materials which are under consumables)

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Surgery	Credit	5510	Surgery, Lameness

E-LA

Equine sub-account.

↑ Back to Table of Contents

5512 Soft Tissue Surgery Revenue (Non-Specialist)

Revenue [EM]

This revenue center includes celiotomy, respiratory, reproductive, ophthalmic surgeries, etc.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Surgery	Credit	5510	Surgery

E-LA

Equine sub-account.

↑ Back to Table of Contents

5520 Specialist Surgery Revenue

Revenue [AV]

CA: This revenue center includes only those surgery services provided by a board-certified veterinarian with specialty credentials from an ABVS/AVMA-recognized veterinary surgery specialty organization. Services could be provided either by a traveling contract surgeon or a boarded staff surgeon if an employee of the practice. It should also include income from fees resulting from surgery room usage, surgical instrument or pack usage, surgical disposables and supplies (sutures, surgical drapes, gloves, etc.), surgeon fees, surgical implants, and plates and screws. Include orthopedic surgery, soft tissue surgery, and cryotherapy fee income, as well as laparoscopy and endoscopy income. Do not include fluid therapy items or anesthesia items here. If any surgeries are set up as Groups or Bundles in the PIMS, ensure each item that makes up the group/bundle are coded to the correct VMG category/subcategory so that the revenue is recognized appropriately.

E-LA: This revenue center includes only those surgery services provided by a board-certified veterinarian with specialty credentials from an ABVS/AVMA-recognized veterinary surgery specialty organization. Services could be provided either by a traveling contract surgeon or a boarded staff surgeon if an employee of the practice. It should also include income from fees resulting from surgery room usage, surgical instrument or pack usage, surgical disposables and supplies (sutures, surgical drapes, gloves, etc.), surgeon fees, surgical implants, and plates and screws. Include orthopedic surgery, soft tissue surgery, and cryotherapy fee income, as well as laparoscopy and endoscopy income. If ovariohysterectomy (OHE/Spay), castration (neuter), and declaw procedures are bundled with anesthesia/analgesia as a single fee, the total fee charged should be included here. It would not include patient care, fluids, imaging, laboratory, diagnostics or dispending unless directly performed by the surgeon.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Surgery	Credit	5500	Surgery, Specialist

ALL

↑ Back to Table of Contents

5521 Orthopedic Surgery Revenue (Specialist)

Revenue [EM]

This revenue center includes arthroscopy, tenoscopy, bursoscopy, fracture repair, desmotomy, cast application fees (Not including materials which are under consumables)

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Surgery	Credit	5520	Surgery, Specialist, Lameness

E-LA

Equine sub-account.

↑ Back to Table of Contents

5522 Soft Tissue Surgery Revenue (Specialist)

Revenue [EM]

This revenue center includes celiotomy, respiratory, reproductive, ophthalmic surgeries, etc.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Surgery	Credit	5520	Surgery, Specialist

E-LA

Equine sub-account.

↑ Back to Table of Contents

Anesthesia

5600 Anesthesia, Sedatives, Tranquilizers Revenue

Revenue [AV]

CA: This revenue center includes income from fees from inhaled and/or injectable meds that alter the perception of consciousness, pain and/or the sensation of the animal. Includes all inhaled and injectable anesthetics, analgesics, anxiolytics, sedatives, tranquilizers and reversals such as midazolam, Marcaine®, bupivacaine, DexDomitor®, Dormosedan®, Telazol®, lidocaine, propofol, Alfaxan®, epidural nerve blocks, local and dental nerve blocks. Topical and patch items should be tracked under 5105 Pharmacy FDA Rx Meds (i.e., Zorbium, Fentanyl patch), as should NSAID/NSAID like drugs. Also, include income from anesthetic monitoring. Tip: if the PIMS category description field doesn't support the character length of this description it can be shortened to 5600 Anesthesia, Sed., Tranq.

E-LA: This revenue center includes income from fees from inhaled and/or injectable meds that alter the perception of consciousness, pain, and/or the sensation of the animal. Includes all inhaled and injectable anesthetics, controlled substances, sedation, epidurals, and reversals. Also includes income from anesthetic monitoring

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Anesthesia	NORMAL BAL.: Credit	SERVICE LINES: Anesthesia

ALL

EQ: Includes controlled substances, sedation, epidurals.

↑ Back to Table of Contents

Dentistry

5700 Dentistry Revenue

Revenue [AV]

CA: This revenue center includes income from fees from dental prophylaxis, extractions, orthodontics, endodontics, and products applied to teeth or defects in the dental operatory. Includes oral surgery related to dental procedures such as gingival flaps etc. Do not include dental treats, toothpaste/toothbrushes, they are tracked in 5801 Ancillary OTC Products. Do not include dental blocks, this is tracked in 5600 Anesthesia, Sedatives, Tranquilizers.

E-LA: This revenue center includes dental exams, floats, dental equilibration, and teeth extractions, Nerve block professional fees (does not include local anesthetic). Sinus lavages and trephination are located in surgery revenue.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Dentistry	NORMAL BAL.: Credit	SERVICE LINES: Dentistry

ALL

↑ Back to Table of Contents

Ancillary

5800 Ancillary Products & Services Revenue

Revenue [AV]

Parent grouping for OTC products, pet supplies, retail items, etc.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Ancillary	NORMAL BAL.: Credit	SERVICE LINES: Ancillary

ALL

↑ Back to Table of Contents

5801 OTC Products, Shampoos, & Nutraceutical Revenue

Revenue [AV]

CA: This revenue center includes income from fees from over-the-counter nutraceuticals, and therapeutic products including shampoos, Chinese herbs and homeopathic products, dental hygiene products (including dental treats), blood glucose testing kits & strips sold/rented for at home use, probiotics, vitamins (not injectable vitamins). Also includes Elizabethan anti-self mutilation type collars, medical suits and sleeves/wraps, Thundershirts, behavior modifying non- VMG/AAHA Companion Animal Field Definitions 25 FDA therapeutics and other products used in behavior therapy.

Tip: if the PIMS category description field doesn't support the character length of this description it can be shortened to 5801 OTC Products.

E-LA addendum: This revenue center includes electrolytes, OTC medications, Psyllium, Vitamins, Probiotics, etc

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Ancillary	Credit	5800	Ancillary

ALL

↑ Back to Table of Contents

5802 Pet Supplies Retail Revenue

Revenue [AV]

This revenue center includes income from non-therapeutic, retail sales of leashes, harnesses, collars, toys, brushes, flea combs, grooming sprays, candles, milk replacers, pet treats, deodorants, nail trimmers, pet carriers, pet ID tags, pill cutters, cat litter and also city and county license tags/fees (not rabies tags which go under 5001 vaccinations).

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Ancillary	Credit	5800	Ancillary

ALL

↑ Back to Table of Contents

5803 Non-FDA Flea & Tick Control Product Revenue

Revenue [AV]

This revenue center includes income from non-FDA flea control products such as Frontline®, Seresto®, Capstar®, Vectra®, as well as flea sprays, powders, dips, and premise treatments.

Tip: if the PIMS category description field doesn't support the character length of this description it can be shortened to 5803 Non FDA Rx Flea/Tick.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Ancillary	Credit	5800	Ancillary, Preventive Care

ALL

↑ Back to Table of Contents

5804 Internet Ancillary Product Revenue

Revenue [AV]

This revenue center includes income from fees related to internet ancillary product sales made through a practice via portal regardless of whether it is through a subcontracted vendor (VetSource, MyVetDirect, etc.). Also includes income from ancillary products billed by the practice but shipped directly to the client.

Note: Internet sales are not generated through the practice's PIMs, therefore, this revenue center does not need to be set up in your practice's PIMs. Use the vendor reports to find the gross revenue to enter into DATALINK (in the Non PIMs section on the revenue window).

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Ancillary	Credit	5800	Ancillary, Internet Sales

ALL

↑ Back to Table of Contents

5805 Farrier Services Revenue

Revenue [EM]

This revenue group is for outside farriers doing work. This does not include Podiatry performed by veterinarians (5055 Podiatry Service Revenue).

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Ancillary	Credit	5800	Ancillary, Podiatry

E-LA

Equine-specific.

↑ Back to Table of Contents

Boarding

5825 Boarding Revenue

Revenue [AV]

This revenue center includes income from fees from boarding and daycare services. If revenues from daycare services are substantial, a separate subaccount can be used. If hospitalization is required due to medical condition treatment, doctor observation and nursing need, use account 5020 Prof. Services Hospitalization & Treatments. Medication administration for boarding pets should be tracked under 5020 Prof. Services Hospitalization & Treatments. If your practice offers minimal boarding services, please track these boarding services under 5020 Prof. Services Hospitalization & Treatments.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Boarding	Credit	Boarding

ALL

↑ Back to Table of Contents

Grooming

5850 Grooming Revenue

Revenue [AV]

This revenue center includes income from bathing & grooming services and associated anal gland expression and nail trim procedures, when provided by grooming personnel. Do not include fees related to treatment of medical conditions discovered during grooming services, such as ear care. If anesthesia or sedation is required to perform grooming services, these procedures are coded to anesthesia account 5600. Bathing, shave downs, sanitary trims performed by Techs or Assistants are coded to 5020 Prof. Services Hospitalization & Treatments. Nail trims and anal gland expression performed by Techs or Assistants are coded to 5010 Prof. Services Exams.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Grooming	Credit	Grooming

ALL

↑ Back to Table of Contents

COGS

↑ Cover ↑ Back to Table of Contents (COGS)

Professional Services

6000 Professional Services Costs

COGS [AV]

Parent grouping for direct costs of professional services.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Professional Services	Debit	Professional Services

ALL

↑ Back to Table of Contents

6001 Vaccine Costs

COGS [AV]

CA: This expense center includes the costs of companion animal vaccine products, including the cost of Rabies Tags. In general, the vaccine-administration paraphernalia such as needles and syringes are coded to the next account, 6020.

E-LA: Costs of vaccines alone. Does not include needles, syringes, administration devices, and equipment which is coded 6020

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Debit	6000	Preventive Care

ALL

↑ Back to Table of Contents

6020 Examination, Hospitalization & Treatment Costs COGS [AV]

CA:This account is used to record costs of consumable supplies used in treating patients: muzzles and patient & staff safety devices, external splints and splinting supplies, tourniquets, pet pillers, isopropyl alcohol, urinary catheters (rubber, polypropylene, Foley, etc.), cotton, hydrogen peroxide, syringes (including insulin syringes), needles, bandage supplies, tear test strips, tongue depressor blades, microchips, artificial insemination supplies, heating/warming sources, tattoo supplies and equipment, exam & treatment gloves, silver nitrate sticks, euthanasia solutions, enema solutions, etc. for hospital use, microchips, cold laser therapy supplies, VetStem service expenses, diagnostic service supplies, cost of diagnostic services, identification neckbands, hospital supply costs such as disinfectants, sanitizers, hand soap, cleaners, OSHA training aids and posters and minor non-depreciated patient care equipment costs that are used primarily in exam, hospital & treatment. Necropsy fees and euthanasia solutions should be included in this account as should fees charged to the practice by pet poison control for a one-time consultation on a specific patient. Includes Telemedicine cost (cost of 3rd party service).

E-LA: Syringes needles, bandage supplies, tear test strips, tongue depressor blades, microchips, artificial insemination supplies, exam & treatment gloves, enema solutions, etc. for hospital use, microchips, diagnostic service supplies (blood tubes etc, reagents are located in In-House Lab), hospital supply costs such as disinfectants, sanitizers, hand soap, cleaners, OSHA training aids and posters and minor non-depreciated patient care equipment costs that are used primarily in exam, hospital & treatment. Necropsy fees should be located in Reference lab and euthanasia solutions should be included in Anesthetic costs.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Debit	6000	Hospitalization

ALL

■■ Key difference: CA includes euthanasia solution and necropsy here; EQ moves them elsewhere.

↑ Back to Table of Contents

6025 Fluid Therapy Costs COGS [AV]

Record all fluid therapy costs in this account including intravenous (IV) catheters, lines and extension sets, IV administration supplies and equipment usage such as IV pumps, IV stands, IV fluid products, and Hetastarch, etc. like products. Also include blood collection and administration sets, blood, plasma, catheters & catheter supplies such as catheter caps, etc.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Debit	6000	Fluid Therapy

ALL

↑ Back to Table of Contents

6030 Diagnostic Services Costs COGS [AV]

This expense center includes costs associated with blood pressure measurement, EKG/ECG tracing procedures (including Holter monitor use), ophthalmology-related tests (tear/lacrimation testing, corneal staining procedures, intraocular pressure measurement), bone marrow aspiration procedures, water deprivation tests, Tensilon tests, CSF tap procedures, diagnostic abdominocentesis or thoracentesis procedures, intradermal allergy testing and necropsy procedure. Expenses associated with EKG/ECG consults are also included here.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Debit	6000	Diagnostics

ALL

↑ Back to Table of Contents

6040 Rehabilitation Costs

COGS [AV]

This account is used to track minor expenditures for non-capitalized equipment and for supplies used for rehabilitation services, such as therapy pool supplies and minor maintenance parts, exercise balls, balance boards, slings, goniometers (measure range of motion) and similar articles.

This account does not include cost of significant equipment repairs, maintenance, and services agreements which are expensed separately to account 7520 Maintenance, 7530 Service Contracts, and 7570 Repairs. New capital equipment over $500 should be entered as an asset & depreciated.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Debit	6000	Rehabilitation

ALL

↑ Back to Table of Contents

6050 Animal Disposal/Mortuary Costs

COGS [AV]

This account is used to expense costs for burial and cremation services, caskets, urns, receptacles, headstones, paw print kits and similar supplies related to post-mortem body care and patient memorials. This account does not include cost of euthanasia solution which should be coded to 6020.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Debit	6000	Mortuary

ALL

↑ Back to Table of Contents

6055 Podiatry Service Costs

COGS [EM]

Costs associated with podiatry related equipment, tools, instruments, shoes, pads, plates, etc.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Debit	6000	Podiatry

E-LA

Equine-specific.

↑ Back to Table of Contents

6070 Alternative and Complementary Medicine Costs

COGS [AV]

Costs for chiropractic, acupuncture, homeopathy services and supplies.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Debit	6000	Alternative Medicine

ALL

↑ Back to Table of Contents

6095 Medical Waste Disposal Costs

COGS [AV]

CA: This account segregates expenses related to compliance with OSHA and EPA requirements for the disposal of medical waste, including costs of containers for hazardous waste disposal service. Some state EPAs include animal bodies in the definition of medical waste; regardless, costs for body disposal should be coded to 6050.

E-LA: Bio-hazardous waste disposal. Also includes cost of containers for hazardous waste disposal service.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Professional Services	Debit	6000	Admin

ALL

↑ Back to Table of Contents

Pharmacy

6100 Pharmacy Costs

COGS [AV]

Parent for pharmacy direct costs.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Pharmacy	Debit	Pharmacy

ALL

↑ Back to Table of Contents

6105 FDA Prescription Meds, Pill, Cap, Liquid, Etc. Costs

COGS [AV]

FDA prescription medications such as pills, capsules, liquids, topicals and some sprays, including oral and transdermal controlled substance medications, FDA hyposensitization (allergy) treatment sublingual drops, and any other FDA approved product category not listed in the 6100 to 6199 accounts. Also include pharmacy dispensing supplies such as prescription containers and labels.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Pharmacy	Debit	6100	Pharmacy

ALL

↑ Back to Table of Contents

6106 Compounded Medications Costs

COGS [EM]

Costs associated with compounded medications and includes shipping

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Pharmacy	Debit	6100	Pharmacy

E-LA

Equine-specific.

↑ Back to Table of Contents

6110 Injection Costs

COGS [AV]

CA: This account is used to track FDA inpatient and outpatient injectable medications invoiced as pharmacy injection income. It does include insulin and Immiticide injections. It excludes IV Fluids (code to account 6025), vaccines (code to account 6001), FDA parasiticides such as ProHeart® & Bravecto® Quantum (code to account 6125), euthanasia solutions (code to account 6020) and anesthetic/sedating agents (code to account 6600).

E-LA: Includes all FDA injectable medications billed as pharmacy injection income. Does not include injections for anesthetics, controlled substances, tranquilizers, anxiolytic agents, sedating agents, reversal agents, vaccines or IV fluids. Includes reproduction injectables and joint injection medications except orthobiologic treatments which go into Orthobiologic Treatment Costs.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Pharmacy	Debit	6100	Pharmacy

ALL

↑ Back to Table of Contents

6130 Internet Pharmacy Costs

COGS [AV]

CA: Includes cost of products resulting in sales made through a web portal either belonging to the practice or a subcontracted vendor such as VetSource, Vet Centric, MyVetDirect, Henry Schein or other online portal vendors. Internet ancillary products are expensed separately under 6804 Ancillary Internet Costs. Subcontracted vendors usually pay the practice the net amount of sales made to clients, so a journal entry may be required to record sales at gross (in account 5130) and the related cost here.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Pharmacy	Debit	6100	Pharmacy, Internet Sales

ALL

↑ Back to Table of Contents

6135 Orthobiologic Costs (Stem Cells, PRP, IRAP, etc.)

COGS [EM]

Costs associated with orthobiologics (Stem cells, PRP, IRAP, Alpha 2 EQ, Prostride, amnion, etc.), processing fees, kits/supplies, etc. Includes shipping costs. Centrifuges categorized in balance sheet.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Pharmacy	Debit	6100	Pharmacy, Orthobiologics

E-LA

↑ Back to Table of Contents

6140 Drop Ship Pharmacy Costs

COGS [EM]

This cost center is only for hospitals that have seperate inventory from the regular hospital's inventory. If there is no seperate inventory for drop ship, then include in Prescriptions medications, injectables etc. Shipping fees should be included here: postage, boxes and packing ect.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Pharmacy	Debit	6100	Pharmacy, Internet Sales

E-LA

Equine-specific.

↑ Back to Table of Contents

6145 Other Parasite Control Costs

COGS [EM]

E-LA: Costs for dewormers, pour-ons, fly tags, and other non-injectable parasite control products.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Pharmacy	Debit	6100	Pharmacy

E-LA

↑ Back to Table of Contents

Dietary

6200 Dietary Product Costs

COGS [AV]

Parent for dietary product costs.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Dietary	Debit	Dietary

ALL

↑ Back to Table of Contents

6201 Therapeutic Diet Costs

COGS [AV]

Record to this account the cost of pet foods that are sold as a therapeutic medical recommendation to address a patient's diagnosed medical health.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Dietary	Debit	6200	Dietary

ALL

↑ Back to Table of Contents

6202 Retail Diet Costs

COGS [AV]

Record the cost of pet foods that are sold as a wellness/maintenance diet, pediatric diet or traditional food WITHOUT a specific therapeutic dietary formulation for a diagnosed medical health problem.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Dietary	Debit	6200	Dietary

ALL

↑ Back to Table of Contents

Laboratory

6300 Laboratory Costs

COGS [AV]

Parent for lab costs.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Laboratory	Debit	Laboratory

ALL

↑ Back to Table of Contents

6301 In-House Lab Costs COGS [AV]

Record the cost of any lab supplies, reagents or expendables along with minor non-depreciable equipment used in performing in-house lab testing here. This account does not include the cost of significant equipment repairs, maintenance, and service agreements which should be expensed separately under 7520 Maintenance, 7530 Service Contracts or 7570 Repairs. New capital equipment over $500 should be entered as an asset & depreciated.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Laboratory	Debit	6300	Laboratory

ALL

↑ Back to Table of Contents

6302 Outside (Reference) Lab Costs COGS [AV]

This account includes the cost of supplies or charges by reference lab for performing outside lab testing, histopathology and necropsy. Includes cost of mailing samples to lab and laboratory pathologist consulting fees.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Laboratory	Debit	6300	Laboratory

ALL

↑ Back to Table of Contents

Imaging

6400 Imaging Costs COGS [AV]

Includes imaging consultations provided by outside consultants. Includes purchases of radiographic film, processing chemicals and supplies, contrast materials, lead shields, radiation monitoring badge contracts, and labeling supplies. Also include OFA and PennHIP fees and outside radiologist/ cardiologist imaging service consultant fees to this account.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Imaging	Debit	Imaging

ALL

↑ Back to Table of Contents

6403 X-Ray Costs COGS [AV]

CA: Storage for digital radiographs should be included in 6403

E-LA: Includes transactional expenses, radiology supplies, monitoring badges, storage/processing/distribution services, and registration/inspection fees. Equipment is posted in a different category as a fixed asset. Do not record or staff time to run. Include outside interpretation fees. Service contracts not included.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6400	Imaging

ALL

↑ Back to Table of Contents

6404 Dental X-Ray Costs

COGS [AV]

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6400	Imaging, Dentistry

ALL

↑ Back to Table of Contents

6405 CT Costs

COGS [AV]

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6400	Imaging

ALL

↑ Back to Table of Contents

6410 Ultrasound Costs

COGS [AV]

E-LA: Costs associates with ultrasound that would not be consumables. Equipment costs, maintenance, repairs, warranties, insurance, updates, storage, and capital investments are accounted for elsewhere.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6400	Imaging

ALL

No CA definition

↑ Back to Table of Contents

6414 Ultrasound Costs – Reproduction

COGS [EM]

Reproductive ultrasound consumable costs.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6410	Imaging, Reproduction

E-LA

Equine sub-account.

↑ Back to Table of Contents

6415 MRI Costs

COGS [AV]

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6400	Imaging

ALL

↑ Back to Table of Contents

6420 Imaging Consultation Costs

COGS [AV]

Off-site radiology/AI reading service costs. On-site boarded radiologist fees under 7085.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6400	Imaging, Specialist

ALL

↑ Back to Table of Contents

6421 PET Scan Costs

COGS [EM]

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6400	Imaging

E-LA

Equine-specific, no definition.

↑ Back to Table of Contents

6422 Bone Scan Costs

COGS [EM]

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6400	Imaging

E-LA

Equine-specific, no definition.

↑ Back to Table of Contents

6423 Fluoroscopy Costs

COGS [EM]

Costs associated with flouroscopy. Equipment costs, maintenance, repairs, warranties, insurance, updates, storage, and capital investments are accounted for elsewhere.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6400	Imaging

E-LA

↑ Back to Table of Contents

6425 Interventional Costs

COGS [EM]

Interventional is defined where an imaging modality is utilized to facilitate a medical/surgical procedure such as the placement of a medical device, biologic, or pharmaceutical.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6400	Imaging, Surgery

E-LA

Equine-specific. Parent for 6426–6429.

↑ Back to Table of Contents

6426 Interventional Costs – X-Ray COGS [EM]

X-Ray guided procedure costs.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6425	Imaging

E-LA

No definition

↑ Back to Table of Contents

6427 Interventional Costs – CT COGS [EM]

CT guided procedure costs.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6425	Imaging

E-LA

No definition

↑ Back to Table of Contents

6428 Interventional Costs – Ultrasound COGS [EM]

US guided procedure costs.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6425	Imaging

E-LA

No definition

↑ Back to Table of Contents

6429 Interventional Costs – MRI COGS [EM]

MRI guided procedure costs.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6425	Imaging

E-LA

No definition

↑ Back to Table of Contents

6430 Endoscopy Costs

COGS [EM]

Costs associated with endoscopy. Equipment costs, maintenance, repairs, warranties, insurance, updates, storage, and capital investments are accounted for elsewhere.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Imaging	Debit	6400	Imaging, Diagnostics

E-LA

Equine-specific.

↑ Back to Table of Contents

Surgery

6500 Surgery Costs

COGS [AV]

CA: This account is used to record all the supply costs related to surgical procedures including bone plates, screws, implants, fixators, suture material and needles, penrose drains, nitrogen, ethylene oxide, sterilization supplies, instrument cleaning supplies, sterile-field drapes, gowns, surgical gloves, small instruments not capitalized, and similar disposables, consumables, and supplies. Include non-capitalized equipment and parts for non-invasive endoscopic procedures, laser and cautery surgery, and sterilization needs. Do not record equipment repairs, maintenance, or service contracts in this account, which should be expensed separately under 7520 Maintenance, 7530 Service Contracts, or 7570 Repairs. If a surgery is performed in another hospital, but billed by your hospital, invoice the client in the normal way, splitting it into anesthesia, surgery and other appropriate fees. The fee paid to the other surgeon or hospital should also be split between 7085 Veterinary Specialist - Contractor Payments, 6500 Surgery Costs, and any other appropriate categories. Mobile surgeons who perform surgeries in hospital are paid under 7085 Veterinary Specialist – Contractor Payments.

E-LA: Includes suture, needles, penrose drains, nitrogen, ethylene oxide, sterilization supplies, instrument cleaning supplies, drapes, gowns, surgical gloves, small instruments, instruments/medical devices not capitalized, other surgical disposables/supplies, and other expenses directly related to surgery, except for technical skills and labor

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Surgery	Debit	Surgery

ALL

↑ Back to Table of Contents

Anesthesia

6600 Anesthesia, Sedatives, Tranquilizers Costs — COGS [AV]

CA: This cost center includes expenses for inhaled and/or injectable meds that alter the perception of consciousness, pain and/or the sensation of the animal. Includes all inhaled and injectable anesthetics, analgesics, anxiolytics, sedatives, tranquilizers and reversals (such as Midazolam, Marcaine, Bupivacaine, DexDormitor, Dormisedan, Telazol, Lidocaine, Propofol, Alfaxan, etc.), epidural nerve blocks, local & dental nerve blocks and topical anesthetics. Oral and/or patch versions of these medicines should be coded as FDA RX 6105 as should NSAID/NSAID like drugs. Injectable NSAIDs should be coded to 6110. Oxygen, F-air filters, soda lime, endotracheal tubes. Includes parts, supplies for anesthesia, monitoring and waste gas scavenging equipment. Also includes non-capitalized monitoring, anesthesia and waste gas scavenging equipment. Does not include cost of equipment repairs, maintenance and service agreements which should be expensed under 7520 Maintenance Expense, 7530 Service Contract Expense or 7570 Repair Expense. New capital equipment over $500 should be entered as an asset and depreciated.

E-LA: This cost center includes expenses for inhaled and/or injectable meds that alter the perception of consciousness, pain, and/or the sensation of the animal. Includes all inhaled and injectable anesthetics, controlled substances, anxiolytics, sedatives, tranquilizers, and reversals (such as Midazolam, Marcaine, Bupivacaine, Xylazine, Ace, Dormisedan, Telazol, Lidocaine, Propofol, etc.), epidural nerve blocks, and topical anesthetics. Oral and/or patch versions of these medicines should be coded as FDA RX 6105 as should NSAID/NSAID like drugs. Injectable NSAIDs should be coded to 6110. Oxygen, F-air filters, soda lime, endotracheal tubes. Includes parts, supplies for anesthesia, monitoring and waste gas scavenging equipment. Also includes non-capitalized monitoring, anesthesia, and waste gas scavenging equipment. Does not include cost of equipment repairs, maintenance and service agreements which should be expensed under 7520 Maintenance Expense, 7530 Service Contract Expense or 7570 Repair Expense. New capital equipment over $500 should be entered as an asset and depreciated.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Anesthesia	Debit	Anesthesia

ALL

↑ Back to Table of Contents

Dentistry

6700 Dentistry Costs — COGS [AV]

Use this account to record the costs of all non-capitalized dental instruments, equipment and supplies. Include dental products used on the teeth in the operatory, such as Doxirobe® and OraVet®. Home-use dental hygiene products are expensed elsewhere, depending on whether it is an FDA (6100) or an OTC (6801) product. Do not record equipment repairs, maintenance, or service contracts in this account, which should be expensed separately under 7520 Maintenance, 7530 Service Contracts, or 7570 Repairs. New capital equipment over $500 should be entered as an asset & depreciated.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Dentistry	Debit	Dentistry

ALL

↑ Back to Table of Contents

Ancillary

6800 Ancillary Products & Services Costs

COGS [AV]

Parent for ancillary product/service costs.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Ancillary	Debit	Ancillary

ALL

↑ Back to Table of Contents

6801 OTC Products, Shampoos, & Nutraceutical Costs

COGS [AV]

Includes all therapeutic OTC products, probiotics, dental hygiene OTC products including Greenies, nutraceuticals, vitamins, alternative medicine and acupuncture products such as needles and Chinese herbs, Elizabethan self- mutilation type collars, non-FDA shampoos, behavior modifying products used in behavior therapy including Soft Paws and Thunder Shirts.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Ancillary	Debit	6800	Ancillary

ALL

↑ Back to Table of Contents

6802 Pet Supply Costs

COGS [AV]

Record all retail-sales costs of products sold in the veterinary hospital. Examples include non_x0002_medical products such as leashes, harnesses, collars, toys, point of purchase items, brushes, grooming sprays, candles, milk replacers, deodorants, nail trimmers, flea combs, pet treats, pet carriers, pet ID tags, pill cutters, pet booties, etc. Air fresheners purchased for resale would be expensed as 6802 Pet Supply Costs. If some are used in hospital, you may do a journal entry adjustment to shift the cost to 7870 Office Supply Expense. Include city/county license tags in this account.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Ancillary	Debit	6800	Ancillary

ALL

↑ Back to Table of Contents

6803 Non-FDA Flea/Tick Control Costs

COGS [AV]

Include all EPA non-FDA flea control products such as topically applied products (Frontline, Activyl, Vectra, Certifect, Cheristin, etc.), Capstar, sprays, powders, dips, and premise treatments. Flea shampoos are all in 6801 OTC Products, Shampoos & Nutraceutical Costs.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Ancillary	Debit	6800	Ancillary

ALL

↑ Back to Table of Contents

6804 Internet Ancillary Retail Sales Costs

COGS [AV]

Record costs in this account resulting from ancillary product sales made through a practice web portal. If not separated from Internet pharmacy costs, include all in account number 6130 Internet Pharmacy Costs.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Ancillary	Debit	6800	Ancillary, Internet Sales

ALL

↑ Back to Table of Contents

6805 Farrier Services Costs

COGS [EM]

Outside farrier costs.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	PARENT:	SERVICE LINES:
Income Statement	Ancillary	Debit	6800	Ancillary, Podiatry

E-LA

Equine-specific, no definition.

↑ Back to Table of Contents

Boarding

6825 Boarding Costs

COGS [AV]

Costs to record in this account include supplies, food, bedding, and litter used exclusively for the maintenance of boarded and/or hospitalized animals. If your practice does not have boarding, move all boarding expenses to 6020 Exam, Hospitalization and Treatment. Do not include medical and nursing supplies used for hospitalized animals. See income account 5825 for more information about the boarding profit center. Labor is recorded in the 7000 account services.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Boarding	Debit	Boarding

ALL

↑ Back to Table of Contents

Grooming

6850 Grooming Costs

COGS [AV]

Costs to record in this account include grooming supplies, gallon sized shampoos, and other products used in providing bathing and grooming services. If your practice does not provide grooming, move all grooming expenses to 6020 Exam, Hospitalization and Treatment. See income account 5850 for more information about the grooming profit center. Labor is recorded in the 7000 account services.

FINANCIAL REPORT:	GL ACCOUNT GROUPING:	NORMAL BAL.:	SERVICE LINES:
Income Statement	Grooming	Debit	Grooming

ALL

↑ Back to Table of Contents

Expense

↑ Cover ↑ Back to Table of Contents (Expense)

Labor

Payroll

Payroll – Owner DVM

7000 **Owner Veterinarian Compensation** **Expense** **[AV]**

The gross amount (before tax withholdings) of salaries, wages, bonuses, commissions, and guaranteed payments paid to owner-employees post to this account. LLC member distributions, partner draws, and sole proprietor draws are recorded in account 4300. Each veterinarian employee-owner can be listed individually with a sub-account (7001, 7002, etc.) if desired for additional detail within financial reports. This account should include the wages paid to owner veterinarians for clinical time (excludes compensation for management time which should be expensed in 7005 Owner Management Compensation).

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Owner DVM	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7005 **Owner Management Compensation** **Expense** **[AV]**

If owners (veterinarian or non-veterinarian) are paid an additional or separate amount of salary, bonuses, etc. as compensation for management duties, the gross amount (before tax withholdings) of payments should be coded to this account.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Owner DVM	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Payroll – Non-Owner DVM

7080 Associate Veterinarian Compensation

Expense [AV]

The gross amount (before tax withholdings) of salaries, wages, bonuses, and commissions, paid to employed veterinarians, including credentialed specialists (with no ownership rights) posts to this account.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Non-Owner DVM	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7083 Relief Veterinarian – Contractor Payments

Expense [AV]

Use this account to code payments made to veterinarians who perform services on an episodic and temporary spot-labor basis to relieve regular employee veterinarians from services. Contracted relief veterinarians (“independent contractors”) usually have their own companies and offer their services to multiple practices within a practice area, rather than exclusively or predominantly to a single practice.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Non-Owner DVM	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7085 Veterinary Specialist – Contractor Payments

Expense [AV]

Use this account to code payments made to veterinarians with specialty credentials who perform services on an episodic and temporary spot-labor basis to provide specialty patient care. Contracted specialist veterinarians (“independent contractors”) usually have their own companies and offer their services to multiple practices within a practice area, rather than exclusively or predominantly to a single practice.

If radiology services are provided on-site by a boarded radiologist, their wages should be included in 7085. If radiology reading services are provided by an outside service at another location, the reading fees should be coded in 6420 Specialist (Radiologist) Consultation Costs. Mobile surgeons who perform surgeries in the hospital are expensed in this account.

If a surgery is performed in another hospital, but billed by your hospital, invoice the client in the normal way, splitting it into anesthesia, surgery and other appropriate fees. The fee paid to the other surgeon or hospital should also be split between 7085 Veterinary Specialist - Contractor Payments, 6500 Surgery Costs, and any other appropriate categories.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Non-Owner DVM	NORMAL BAL.: Debit	SERVICE LINES: Specialist

ALL

↑ Back to Table of Contents

7090 Intern Veterinarians Compensation

Expense [AV]

Use this account to post the gross amount (before tax withholdings) of salaries, wages, bonuses, and commissions, paid to newly graduated veterinarians filling work-study positions.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Non-Owner DVM	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Payroll – Support Staff

7100 Other Support Staff Compensation

Expense [AV]

Parent for support staff compensation sub-accounts.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Support Staff	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7130 Registered Veterinary Technicians Compensation

Expense [AV]

Recommended subaccount for registered technicians.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Support Staff	NORMAL BAL.: Debit	PARENT: 7100

ALL

↑ Back to Table of Contents

7135 Veterinary/Technical Assistants Compensation

Expense [AV]

Recommended subaccount for un-registered veterinary and technical assistants. Can include patient medical transport drivers or may create another 7100 subaccount

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Support Staff	NORMAL BAL.: Debit	PARENT: 7100

ALL

↑ Back to Table of Contents

7140 Client Service Reps/Receptionists Compensation

Expense [AV]

Recommended subaccount for receptionists and client service representatives (CSRs).

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Support Staff	NORMAL BAL.: Debit	PARENT: 7100

ALL

↑ Back to Table of Contents

7145 Other (Non-DVM) Temporary Services – Contractor Payments

Expense [AV]

Recommended subaccount for spot labor engaged to provide support services such as clerical, janitorial, assistant, bookkeeping, outside medical transcription services or phone reception services.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Support Staff	NORMAL BAL.: Debit	PARENT: 7100

ALL

↑ Back to Table of Contents

7150 Maintenance Personnel Compensation

Expense [AV]

Recommended subaccount for maintenance and janitorial personnel who are employees, rather than subcontracted spot labor.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Support Staff	NORMAL BAL.: Debit	PARENT: 7100

ALL

↑ Back to Table of Contents

Payroll – Admin

7160 Administrative Personnel Compensation

Expense [AV]

Gross wages, commissions, and/or bonuses for employees providing predominantly administrative, managerial, or back office services.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7162 Practice Manager/Administrator Compensation

Expense [AV]

Recommended subaccount for designated practice manager and/or administrator.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Admin	NORMAL BAL.: Debit	PARENT: 7160

ALL

↑ Back to Table of Contents

7164 Office Manager/Executive Assistant Compensation

Expense [AV]

Recommended subaccount for designated office manager and/or administrative assistant to practice owner(s).

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Admin	NORMAL BAL.: Debit	PARENT: 7160

ALL

↑ Back to Table of Contents

7166 Bookkeeper Compensation

Expense [AV]

Recommended subaccount for designated practice bookkeeper who is paid as an employee of the practice (not an outside subcontractor).

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Admin	NORMAL BAL.: Debit	PARENT: 7160

ALL

↑ Back to Table of Contents

7168 Clerical/Secretarial Personnel Compensation

Expense [AV]

Recommended subaccount for personnel functioning in clerical and transcriptionist positions, not described in other accounts. An example would be a medical record transcriptionist or secretary for a DVM specialist in the practice.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Admin	NORMAL BAL.: Debit	PARENT: 7160

ALL

↑ Back to Table of Contents

Payroll – Boarding/Kennel

7170 Groomers Compensation

Expense [AV]

Gross wages, commissions, and/or bonuses for pet groomers.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Boarding/Kennel	NORMAL BAL.: Debit	SERVICE LINES: Grooming

ALL

↑ Back to Table of Contents

7175 Kennel Assistants Compensation

Expense [AV]

Gross wages and bonuses for kennel and ward assistants.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll – Boarding/Kennel	NORMAL BAL.: Debit	SERVICE LINES: Boarding

ALL

↑ Back to Table of Contents

Employer Costs

Payroll Tax

7200 Employer Payroll Taxes Expense [AV]

Parent for employer payroll tax accounts.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll Tax	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7210 FICA Tax – Employer's Portion Expense [AV]

This account expenses the employer's portion of social security (OASDI) and Medicare tax matching funds (to those withheld from employee wages).

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll Tax	NORMAL BAL.: Debit	PARENT: 7200

ALL

↑ Back to Table of Contents

7220 Federal Unemployment Tax Expense Expense [AV]

Employers must pay federal taxes to fund unemployment claims. The unemployment tax amounts required by state law are coded to the next account.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll Tax	NORMAL BAL.: Debit	PARENT: 7200

ALL

↑ Back to Table of Contents

7230 State Unemployment Tax Expense Expense [AV]

Employers must pay state taxes to fund unemployment claims. The unemployment tax amounts required by federal law are coded to the prior account.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll Tax	NORMAL BAL.: Debit	PARENT: 7200

ALL

↑ Back to Table of Contents

7250 Other Employer Payroll Tax Expense

Expense [AV]

Some states require other tax payments by employers, and these more unique employment tax payments should be coded to this account.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Payroll Tax	NORMAL BAL.: Debit	PARENT: 7200

ALL

↑ Back to Table of Contents

Benefits

7300 Employee Benefit Program

Expense [AV]

Code to this account practice payments to companies providing general qualified benefit programs to employees, such as for group health or dental insurance. The following sub-accounts to employee benefit programs are possible options. Modify as necessary to match the specific benefits offered by your practice. Accounts 7301 through 7309 are reserved for this purpose.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7301 Group Health Insurance Premium

Expense [AV]

Group health insurance premiums.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7300

ALL

↑ Back to Table of Contents

7302 S Corporation Shareholder Health Insurance Premium

Expense [AV]

S-Corp shareholder health insurance.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7300

ALL

↑ Back to Table of Contents

7303 Group Dental, Vision and Other Insurance Premium

Expense [AV]

Includes insurance premiums to cover dental and vision care, Employee Assistance Plans, and any other types of insurance offered to employees.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7300

ALL

↑ Back to Table of Contents

7304 Group Disability Insurance Premium

Expense [AV]

Disability insurance premiums.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7300

ALL

↑ Back to Table of Contents

7305 Group Term Life Insurance Premium

Expense [AV]

Group term life insurance.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7300

ALL

↑ Back to Table of Contents

7310 Employer Retirement Contribution

Expense [AV]

This account should include the employer contributed portion of retirement funding only. Amounts withheld from employee wages towards retirement contribution (qualified deferred compensation under ERISA) are coded in account 3170 Employer Retirement Plan Contribution Payable until properly remitted to the employee's designated institutional fund, then bringing account 3170 to a zero balance.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7300

ALL

↑ Back to Table of Contents

7320 Professional Liability Insurance Premium

Expense [AV]

Premiums paid for practice and individual DVM coverage related to managing the risk of claims alleging professional negligence.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7300

ALL

↑ Back to Table of Contents

7340 Workers Compensation Premium/Tax

Expense [AV]

Tax or premiums paid for practice insurance that manages the risk of claims related to employee injury on the job and provides wage replacement and medical benefits in exchange for mandatory relinquishment of the employee's right to sue the employer for negligence. Direct payment for small dollar value medical payments related to on the job injuries in order to mitigate workers' comp. insurance increases (a subaccount such as 7341 can be created for such expenses).

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7300

ALL

↑ Back to Table of Contents

7360 Continuing Education Registration

Expense [AV]

Payments made to enroll employees in webinars, seminars, conferences and conventions for the purposes of expanding skills and knowledge, as well as complying with regulatory guidelines to maintain professional licensure in that particular state.
Sub-accounts for continuing education may include:
7361 · Meeting/Course Registration Fees
7362 · Business & Professional Book, Journals, VIN subscriptions
7363 · Staff Training Fees and Costs

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7300

ALL

↑ Back to Table of Contents

7361 Meeting/Course Registration Fees

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7360

ALL

↑ Back to Table of Contents

7362 Business & Professional Book, Journals, VIN subscriptions

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7360

ALL

↑ Back to Table of Contents

7363 Staff Training Fees and Costs

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7360

ALL

↑ Back to Table of Contents

7365 Travel and Lodging

Expense [AV]

This account tracks practice expenditures for travel related to bona fide (ordinary and necessary business-related) education and training.

Sub-accounts for travel and lodging may include the following, but should exclude any meal and entertainment expenses which are limited as to deductibility:

7366 · Airfare
7367 · Lodging
7368 · Transportation
7369 · Mileage Reimbursement (CE Travel)

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7300

ALL

↑ Back to Table of Contents

7366 Airfare

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7365

ALL

↑ Back to Table of Contents

7367 Lodging

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7365

ALL

↑ Back to Table of Contents

7368 Transportation

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7365

ALL

↑ Back to Table of Contents

7369 Mileage Reimbursement (CE Travel)

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Benefits	NORMAL BAL.: Debit	PARENT: 7365

ALL

↑ Back to Table of Contents

Employee Costs

7400 Study and Buying Group Fees — Expense [AV]

This account includes annual dues/expenses, quarterly fees, travel expenses, hotel/lodging expenses, materials & production expenses associated with study groups.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Employee Costs	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7440 Business Meals — Expense [AV]

Meals with a current or potential business customer, client, consultant, employee, or similar business contact for business purposes. Food and/or drink provided by a hospital which are directly related to business meetings of employees, stockholders, agents, or directors. Meals directly related, and necessary, to attendance at a business meeting or convention.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Employee Costs	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7441 Entertainment — Expense [AV]

Expenses for client entertaining or employee entertainment not available/provided to all employees. Examples include sports tickets, concerts, country club dues, golf or other amusement expenses. All entertainment, including admission fees, tickets, and food and beverage unless the food and beverage is separately stated from the cost of the entertainment on one or more bills, invoices, or receipts. Separately stated food and beverage items should be reflected in account 7440.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Employee Costs	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7442 Staff Meals/Snacks — Expense [AV]

Food and beverage for employees furnished on the business premises of the taxpayer facility. This includes but not limited to, coffee, water and snacks provided for employee consumption only. Meals served to employees who are required to staff their positions during breakfast, lunch, and/or dinner times; meals served to employees at in-office cafeterias. Meals provided for staff during meetings should be included in account 7440.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Employee Costs	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7445 Staff Events & Recreation — Expense [AV]

Expenditures coded to this account typically include staff picnics and holiday parties but can include other practice financial support of events wherein 100% of all current employees are invited and included in the event.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Employee Costs	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7450 Employee Recruitment — Expense [AV]

Expenses coded to this account may include the cost of background checks, pre-employment drug screening, reimbursed airfare for interview visits, reimbursed moving expenses, etc.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Employee Costs	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7460 Laundry & Uniform — Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Employee Costs	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7470 Employment Practices Liability Insurance — Expense [AV]

Code here the premium cost of insurance contracts for managing risk of employee ligation related to alleged unlawful employer policies and employment practices.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Employee Costs	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

General and Administrative

Facility & Equipment

Facility

7500 Rent on Practice Real Estate — Expense [AV]

Report actual rent or lease payments paid.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7510 Rent on Equipment

Expense [AV]

This account includes one-time equipment rental fees, such as a pressure washer to clean the practice facility. Operating lease payments (non-purchase leases) should also be included here. Many leases are purchases in disguise and should be capitalized to the 2000 account series with an associated liability included in the 3030 account series. Talk with the practice's CPA to ensure proper accounting of the practice's leases.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7515 Outside Storage

Expense [AV]

Payments made to rent off-premises storage space are coded to this account.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7520 Maintenance

Expense [AV]

Expenditures made to maintain good working order and prevent failure of the practice's facility and equipment are classed to this account.

Sub-accounts may include: 7521 Medical, 7522 IT/Office, 7523 Facility.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7521 Medical Equipment Maintenance

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7520

ALL

↑ Back to Table of Contents

7522 IT and Office Equipment Maintenance

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7520

ALL

↑ Back to Table of Contents

7523 Facility Maintenance

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7520

ALL

↑ Back to Table of Contents

7530 Service Contracts

Expense [AV]

Service contracts associated with maintaining the practice's facility, grounds, and equipment should be included here, such as security/alarm contracts, landscaping and snow removal contracts, and heating, ventilation, and air conditioning (HVAC) maintenance contracts.

Also include service contract payments for equipment maintenance, such as digital x-ray, bench laboratory equipment, and computer equipment. Service contracts are comparable to acquiring insurance to mitigate unexpected cost of loss and downtime. To keep the cost of professional services and other accounts comparable between practices, service contract expenditures are maintained in Facility and Equipment Expenditure accounts.

Use of subaccounts is a good option if the practice has a significant number of higher cost contracts. Examples: Service Contracts: IT, Service Contracts: Landscape Services and Snow Removal, Service Contracts: Medical Equipment.
Sub-accounts may include:
7531 · Medical Equipment Service Contracts
7532 · IT and Office Equipment Service Contracts
7533 · Facility Service Contract

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7531 Medical Equipment Contracts

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7530

ALL

↑ Back to Table of Contents

7532 IT and Office Equipment Contracts

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7530

ALL

↑ Back to Table of Contents

7533 Facility Contracts

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7530

ALL

↑ Back to Table of Contents

7540 Housekeeping & Janitorial

Expense [AV]

This account includes payments to a contracted cleaning, maid, or janitorial service as well as supplies associated with facility cleaning.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7570 Repairs

Expense [AV]

Expenditures related to facility and equipment repairs are included here. May include expenses for facility equipment repairs such as washing machine repair. Repairs are different from maintenance as they are used to restore broken property to its condition before the breakage occurred. Maintenance expenses are incurred to prevent breakage by keeping equipment and facility in good working condition.

Sub-accounts may include:
7571 · Medical Equipment Repairs
7572 · IT and Office Equipment Repairs
7573 · Facility Repairs

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7571 Medical Equipment Repairs

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7570

ALL

↑ Back to Table of Contents

7572 IT and Office Equipment Repairs

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7570

ALL

↑ Back to Table of Contents

7573 Facility Repairs

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7570

ALL

↑ Back to Table of Contents

7580 Property, Casualty, & Liability Insurance Premiums

Expense [AV]

Code premium expenses for liability insurance on the facility, inventory, contents, and business overhead insurance (BOI; sometimes called disability overhead insurance).

- Umbrella liability and cyber liability premiums are also coded to this account.
- Professional liability insurance should be coded to account 7320, and employment practices liability insurance should be coded to account 7470.
- Vehicle insurance premiums are expensed in 7620.
- Workers' compensation insurance premiums (or tax) are coded to 7340.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7590 Real Estate Tax

Expense [AV]

The lease agreement and who owns practice real estate makes determination of whether the practice or the landlord pays real estate taxes.

If the lease agreement requires the practice to pay the real estate taxes, expense the tax payments to the 7590 account. If the real estate taxes are paid by the landlord (and therefore included in rent), then the tax expense is included in 7500 Rent on Practice Real Estate.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7600 Personal Property Tax

Expense [AV]

Record tangible and intangible personal property tax payments in this account, when applicable in your practice's state. See account 3420 Accrued Property Tax for additional explanation.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7620 Practice Vehicle

Expense [AV]

Costs associated with running and maintaining a practice vehicle for business purposes should be coded here, including gasoline/diesel, vehicle repairs and maintenance, vehicle insurance, and vehicle license renewals. If the vehicle is leased, lease payments are classed here.

Use this account for any reimbursed mileage for business use of employee-owned vehicles, other than for continuing education attendance (which is expensed to account 7369).

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7660 Utility Services

Expense [AV]

Sub-accounts may include:
7661 · Electricity
7662 · Natural Gas / Fuel Oil / Propane Gas
7663 · Sewer
7664 · Water

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7661 Electricity

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7660

ALL

↑ Back to Table of Contents

7662 Natural Gas / Fuel Oil / Propane Gas

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7660

ALL

↑ Back to Table of Contents

7663 Sewer

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7660

ALL

↑ Back to Table of Contents

7664 Water

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7660

ALL

↑ Back to Table of Contents

7670 Telephone Services

Expense [AV]

This account includes expenditures for telephone and fax services via landline, but does not include directory advertising.
Sub-accounts may include:
7671 · Cellular Phone Service
7672 · Landline Phone Service

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7671 Cellular Phone Service

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7670

ALL

↑ Back to Table of Contents

7672 Lanaline Phone Service

Expense [AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit	PARENT: 7670

ALL

↑ Back to Table of Contents

7675 Cable & Internet Services

Expense [AV]

Code payments for electronic fax services, cable service, DSL, fiber-optic, T1 (exclusive of land line services for telephone -7670) and internet service providers.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7680	Answering Service	Expense	[AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7690	Rubbish Disposal	Expense	[AV]

Use this account for expenses related to routine rubbish services, including document shredding services. Medical waste disposal service payments are coded to account 6095.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Administrative Costs

7700	Administrative Expenses	Expense	[AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Facility	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Admin

7705	Licenses & Permits	Expense	[AV]

Include expenditures for professional and business licenses and permits, such as veterinary and technician license fees, DEA licenses, building occupancy permits, and kennel permits.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7710 Use Tax Paid

Expense [AV]

Use tax paid on applicable purchases can be allocated to the appropriate expense category rather than using this account, if you prefer. For example, use tax paid to the state and associated with the purchase of non-taxed office supplies could be classed to account 7750 – Office Supplies.

In all cases, the allocated amount of use tax paid on the purchases of capital assets, such as equipment, should be included in the same fixed asset account as the original purchase. For example, $2,100 of use tax paid on the acquisition of a $35,000 ultrasound machine should be coded to account 2000 - Professional Equipment. The total effective capitalized price of $37,100 is then subject to depreciation. Do not segregate sales tax from the cost of supply acquisition. Sales tax assessed by vendors on goods, services, and equipment sold to the practice is part of the asset's cost and is never classed to a separate account. Sales tax collected from clients goes into account 3400 sales tax payable.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7715 Franchise Tax

Expense [AV]

Record state franchise, commercial activity, or other similar state tax payments to this account.

This does not include pass through entity tax or individual estimated tax.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7720 Other Tax

Expense [AV]

Use this account to record other taxes levied on the practice that do not appropriately fit elsewhere. Note well: This account does not include payroll taxes, workers compensation premiums/tax, corporate income taxes, real estate taxes, personal property taxes, pass through entity tax or individual estimated taxes, etc. These should be all coded elsewhere.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7725 Veterinary & Professional Dues

Expense [AV]

Expense to this account expenditure made for AVMA, AAHA, VHMA, state and local associations, and business associations such as chamber of commerce membership dues.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7730 Client Education Material

Expense [AV]

Use this account to expense newsletters, brochures, other client education materials, and postage related to newsletter mailings.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7735 Business Gifts and Flowers

Expense [AV]

Gifts, flowers, cards, food baskets, sympathy cards and expression of sympathy gifts.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7740 Charitable Contributions

Expense [AV]

Record payments made to qualified charitable organizations to this account only if no current or future practice promotional benefit is received. If such donations have promotional and marketing benefit that advances client acquisition and growth, then consider classing such payments as advertising and marketing expense, even if made to qualified charitable organizations. If you received a direct benefit, such as a meal, then the fair market value of the direct benefit should be coded to the appropriate account (7440, in this example), with the difference coded to charitable contributions. For example, if the practice pays $100 to a qualified charitable organization and in return receives a meal with a value of $20, then of the $100 expense, $80 should be coded to account 7740 and $20 should be coded to account 7440, assuming there is a business purpose for attendance and business discussion relative to the practice.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7745 Computer Supplies

Expense [AV]

Post transactions for peripheral supplies such as cables and small dollar-value software to this account. Minor equipment and software acquisitions may be expensed to this account in accord with the practice capitalization policy. Major acquisitions of computer systems, software, or environmental changes should be capitalized and posted to account 2050 Computer. Labor costs associated with the installation of hardware or software should also be capitalized as part of the respective computer hardware or software account.

Do not record equipment repairs, maintenance, or service contracts in this account, which should be expensed separately under 7520 Maintenance, 7530 Service Contracts, or 7570 Repairs.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7747 Software as a Service Fees — Expense [AV]

Includes a wide variety of office and general practice support subscription fees such as Adobe, Calendly, Vetstoria, Office 365, Google Drive, Drop Box, VizVet, PIMS subscription fees, Zoom, WhentoWork, WhenIwork, Scribblevet, CoVet, etc. These do not include remote employees such as live scribes, which should be allocated to contract labor. Storage for digital radiographs should be included in 6403.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

Added in 10/1/25 CA COA update.

↑ Back to Table of Contents

7750 Office Supplies — Expense [AV]

Expenditures in this account include typical general office supplies such as pens, paper, paper and binder clips, binders, paper files, inexpensive calculators and small equipment. Also, reception area magazine subscriptions can be expensed to this account.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7755 Postage — Expense [AV]

Expense to this account stamps, FedEx and UPS, parcel post, courier service, and postal machine rental. Postage for newsletters and other promotional items should be recorded in the appropriate category. Semen shipping freight costs should be included with artificial insemination (A.I.) costs in account 6020.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7760 Printing — Expense [AV]

Post costs for printing in-office documents and using outside printing services (e.g. Staples or FedEx Office).

Print run costs such as for brochures and newsletters should be recorded in 7730 - Client Education Material.

Copier expense based on print runs and toner refills can be coded here, too. Otherwise, service contracts should be expensed to account 7530.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7765 Accounting Fees

Expense [AV]

Record fees paid to accounting firms for accounting and tax services. Payroll service and/or outside bookkeeping service payments are coded to the following two accounts.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7770 Bookkeeping Services

Expense [AV]

Payments for an independent bookkeeper who is not an employee of the practice are included here. If the bookkeeper is an employee of the practice, wages would be recorded in account 7166.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7775 Payroll Service Fees

Expense [AV]

Post payments to this account for an independent payroll company service involving preparation of employee paychecks, payroll-related tax returns and filings, and tax fund remittance handling, such as ADP, Paychex, Heartland, or Intuit, among many others.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7780 Employee Benefits Administration

Expense [AV]

This account includes fees paid to a third-party administrator for maintenance of retirement plans (e.g. 401K, SIMPLE IRA, etc.) or other employee benefit plan maintenance, such as Section 125 Cafeteria Plans. Surety bond premium expense is also coded to this account.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7785 Legal Services

Expense [AV]

This account is used for expenses related to ordinary and necessary business expenses related to attorney and legal assistance. Expenses related to business startup, business organization, and business acquisition generally are NOT coded to this account. Special attention must be given to the exact legal services incurred to determine how they should be handled for accounting and tax purposes. These issues are beyond the scope of this handbook, and the practice accountant should be assisting in determination of correct handling.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7790	Business Consultation	Expense	[AV]

Code payments to third party companies and independent contractors for business management advice and consulting services.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Admin	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Advertising

7801	Yellow Page Advertising	Expense	[AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Advertising	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7802	Website Maintenance	Expense	[AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Advertising	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7803	Internet Advertising	Expense	[AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Advertising	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7804	Direct Mailing	Expense	[AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Advertising	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7805	Client Reminders	Expense	[AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Advertising	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7806	Memorial Contributions	Expense	[AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Advertising	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7808	Sponsored Events	Expense	[AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Advertising	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7809	Marketing Consultant Fees	Expense	[AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Advertising	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7810	Advertising & Promotion – Other	Expense	[AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Advertising	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Fee Collection

7905	Bank Charges and Service Fees	Expense	[AV]

Code payments made for bank and financial management service fees for processing deposits and bounced checks, TeleCheck, maintaining an account or safe deposit box, and providing other services. Also include fees for late credit card payments.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Fee Collection	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7910	Credit Card Merchant Service Fees	Expense	[AV]

Client credit card payment of veterinary invoices results in fees assessed to the practice. This account is used to code payments made to or withheld by MasterCard, VISA, American Express, Discover, Apple Pay and similar consumer credit cards. Also include any fees paid to PayPal or Venmo for processing client payments.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Fee Collection	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7911 Wellness/Pre-Paid Plan Service Fees

Expense [AV]

Fees associated with third party vendor management of wellness/pre-paid plans.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Fee Collection	NORMAL BAL.: Debit	SERVICE LINES: Wellness Plans

ALL

↑ Back to Table of Contents

7912 Peer Payment Fees

Expense [EM]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Fee Collection	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7915 Third Party Financing Service Fees

Expense [AV]

This account records the fees paid to CareCredit related to client use of the instant credit system to pay practice invoices. Other instant consumer credit vehicles the practice contracts would result in fees that can be expensed to this account, as well.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Fee Collection	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7920 Collection Fees

Expense [AV]

This account includes fees paid to a collection agency for pursuit of client accounts receivable.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Fee Collection	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7930 Bad Debts

Expense [AV]

Bad debt expense is recorded at the time of direct write-off of specific client accounts receivable that have been pursued and collection efforts exhausted. This account will be used by accrual basis taxpayers.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Fee Collection	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

7940	Returned Check Fees	Expense	[AV]

Record check payments received from clients that did not clear the bank due to insufficient fund balances or were otherwise returned as uncollected by the practice's bank. If another means of payment is received from the client to settle the returned check, the payment should be offset here. If a re-deposited check successfully clears, then the second deposit is recorded against this account, effectively clearing it to zero. The balance of this account will only include returned checks for which no compensating payment has been received. This account will be used by cash basis taxpayers.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Fee Collection	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Depreciation and Amortization

Depreciation

8000	Depreciation Expense	Expense	[AV]

If your practice does not have depreciation adjustments via its tax accountant, estimates for interim, non_x0002_tax reporting purposes can be made as follows, at ownership prerogative: Spread the cost of fixed asset costs (account 2000-2499) over a 10-year estimated useful life.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Depreciation	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Amortization

8050	Amortization Expense	Expense	[AV]

The periodic expense attributed to the decline in usefulness of an intangible asset. Similar to depreciation, it is the process of gradually reducing the value of an asset over its useful life, to reflect an estimate of its use in producing revenues over many financial periods.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Amortization	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Other Miscellaneous Expenses

Other Expense

9040	Miscellaneous Expense	Expense	[AV]

In this section, record non-recurring expenses unrelated to daily veterinary practice operations. Do not post operating expenses to this account.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Other Expense	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

9050	Fines & Penalties	Expense	[AV]

Fines and penalties such as those related to late submission of tax filings or traffic tickets are coded to this category and are non-tax-deductible by law.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Other Expense	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

9060	Officer/Key Person Life Insurance	Expense	[AV]

Premiums for practice-owned life insurance on the life of a key person(s) for which the practice is also the beneficiary are coded to this account.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Other Expense	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

9070	Officer Disability Insurance	Expense	[AV]

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Other Expense	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Interest Expense

Interest

9080 **Interest Expense – Financed** **Expense** **[AV]**

This account records the interest expense portion of debt service payments to financial institutions. The portion of payment related to principal reduction is coded to the corresponding loan account in the practice liability 3000 series.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Interest	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

9090 **Interest Expense – Shareholder/Owner** **Expense** **[AV]**

This account is used to record interest paid on practice debt owed to shareholders or other related parties. See liability account 3050.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Interest	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

9095 **Interest Expense – Other** **Expense** **[AV]**

This account records the interest expense payments related to vendor and other debt interest assessed on outstanding credit card liability.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Interest	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Income Tax Expense

Income Tax

9100 **Federal Income Tax Provision** **Expense** **[AV]**

Record here the federal income tax liability associated with the practice entity's taxable income, that must be paid by the entity. Taxes owed by practice owners are not recorded on the practice's books. This tax is not a payroll tax.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Income Tax	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

9200 State Income Tax / Pass Through Entity Tax (PTET) Expense [AV]

Record here the state income tax liability associated with the practice entity's taxable income, which must be paid by the entity. This account will also include any state Pass-Through Entity Tax (PTET) payments made by the hospital on behalf of the owners. Taxes owed by practice owners are not recorded on the practice's books. This tax is not a payroll, sales, or property franchise tax. These taxes should be coded elsewhere.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Income Tax	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

9300 Local Income Tax Provision Expense [AV]

Record here the city, regional, or other local income tax liability associated with the practice entity's taxable income, that must be paid by the entity. Taxes owed by practice owners are not recorded on the practice's books. This tax is not a payroll tax.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Income Tax	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents

Unclassified

9900 Ask My Accountant Expense [AV]

Temporary holding account for transactions requiring accountant review.

FINANCIAL REPORT: Income Statement	GL ACCOUNT GROUPING: Unclassified	NORMAL BAL.: Debit

ALL

↑ Back to Table of Contents