

Accounting

21/05/2025 12:35 pm BST

Summary

This page documents financial related reports from the Accounting category.

Details

Within the Standard report tab, you will find the following Accounting reports as shown below:

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Report	Description / Function
Clients - Bad Debtor	Lists any clients who are flagged as 'Bad Debtor' from additional info tab in reception. Date Criteria: Based on the clients registered date.
Cashing Up	Shows all cashing up reports (Daily Cash > Cashing up) recorded between the specified date range. Date: Cashing Up Date
Payments allocated to treatments at another Debtors Group - Detail	Shows payments allocated to treatments at another Debtors Group in detail.
Payments allocated to treatments at another Debtors Group - Summary	A summary of payments allocated to treatments at another Debtors Group.
Payments allocated to treatments at another Site -Detail	Shows payments allocated to treatments at another site in detail.
Payments allocated to treatments at another Site -Summary	A summary view of payments allocated to treatments at another site.
Unallocated Payments	Lists payments that have not been allocated to a treatment item.

Unallocated Payments - Outstanding balance on Clients accounts	<p>Lists unallocated payments for clients with an outstanding Account balance.</p> <p>Date: Payment Date</p> <p>Excludes: Any clients with a balance not equal to zero</p>
Unallocated Payments with Unallocated Treatments	<p>Lists Payments that have not been allocated to a treatment item but the client has unallocated treatments.</p>
Unallocated Treatments with a Zero Client Balance	<p>List unallocated treatments where clients have a zero balance.</p>