

Number	Account	Examples
5100	Professional Services	Cleaning, tutoring, recreation, personal assistance, music therapy, sign language, mentorship, shredding services, art therapy
5105	Prof Medical Services	For all MDs except those with specific cost centers associated with services (vision, behavioral, dental)
5106	Prof Other Med Services	OT, PT, speech therapy, hippo therapy, audiology, choirpractors, naturopathic practioners, nutritionists
5107	Prof Dental	Dentists & related expenses
5108	P of S - Env Eng	Adaptation equipment for homes
5109	P of S - Transportation	Taxi, bus passes, paying people who provide transportation to consumers
5111	Legal	Attorney fees for Imagine!, not for consumers
5114	Prof Vision	All vision-related doctors, glasses, etc.
5115	Prof Behavioral	Psychiatric, behavioral, LSW, mental health therapists
5120	Consultants	Consulting firms (Imagine! admin only)
5125	Prof Unallowable	Any professional health care that isn't covered by Medicaid State Plan that ends up being consumer's responsibility
5180	Mileage Reimbursement	Mileage only
5190	Travel/Entertainment	Plane tickets, meals, taxis, entertainment, food for employee gatherings
5200	Fuel & Oil	Gas and oil for Imagine! vehicles
5210	Vehicle Maintenance	All vehicle-related maintenance
5220	Vehicle Lease	All vehicle leases, rentals
5300	Rent	Rental of homes & building space for Imagine's programs
5310	Building Maintenance	Lock & key, sewer service, fire alarm inspection, glass repair, everyday building maintenance, maintenance contracts
5320	Utilities	Gas (Excel), electrical (Excel and cities), trash removal services
5325	Cable	Comcast Cable
5330	Janitorial/Supplies	Cleaning supplies & services
5350	Equipment Repairs	Repairing of refrigerators, washers, dryers, furnaces, maintenance agreements including software
5370	Equipment Lease	Copier leases, software leases
5400	Office Expense	All office supplies: paper, pens, paper clips, etc.
5401	Printing/Copier Expense	Expenses relating to printers and copiers
5402	Postage Expense	Postage
5410	Medical/Client Supplies	Disposable supplies: gloves, wipes
5411	Spec Med Equip	Durable goods: Hearing aids, more expensive equipment used for clients
5415	Pharmacy Supplies	Drugs, including over the counter
5420	Other Supplies	Supplies that don't have a specific account
5425	Equip/Furn >\$100	Any furniture or equipment that costs over \$100
5450	Telephone	All telephones, cell and telephone usage expenses
5455	T1/Computer Lines	Internet expenses
5460	Dues & Fees	Professional organization expenses
5470	Pubs & Subs	Publications and subscriptions
5490	Food	Consumer food expense - not employee food
5500	Consumer Activities	Personal needs audit reimbursements, consumer classes, miscellaneous items purchased for consumers
5800	Advertising	"Help wanted" in newspapers for staff positions
5810	Bad Debt	For services provided that we will not get paid for (non-Medicaid only)
5820	Fund Raising Expense	Expenses associated with fund raising events - these events should be communicated to Susan LaHoda
5830	Advertising/PR	These expenses are associated with Fred Hobb's department - not to be used by others
5840	Other Expense	These are rarely used, and the decision to allocate expenses in this account is to be made by the Finance Office