

## ACCOUNTING OPERATIONS IMPROVEMENT & MAINTENANCE

Timely, dependable, and on-demand financial data is critical for organizational decision making. Whether your organization is in startup mode or has operated for years, sound accounting practices and systems are essential to help ensure you have reliable information when you need it. If you're just starting out, **BKD Trusted Advisors™** can help assess whether your accounting systems and operations are properly and efficiently set up. If you already have an established accounting system and operations, we can perform a multipoint inspection to help ensure your accounting operations are running efficiently and adapting to changes in process and technology. Our BKD outsourced accounting services advisors can help "tune up" your accounting operations and:

- Assess organization/management financial needs and accounting system output
- Evaluate and enhance chart of accounts, classes, and dimension structures
- Assess accounting procedures and underlying internal controls over cash receipts, disbursements, fixed asset management, sales, payroll, and more
- Train staff in accounting operations and systems
- Evaluate accuracy of existing transaction coding and classification
- Assess flow of accounting information and evaluate accounting system integration with third-party applications
- Evaluate accuracy of internal accounting system reporting compared with financial and tax reporting frameworks

- Assist in setting up customized dashboard and KPI reports directly within accounting system or third-party application
- Assess readiness of accounting system and underlying reports for year-end tax return and/or financial statement preparation

Perhaps your accounting operations have fallen behind due to staffing limitations. In addition to an accounting operations tune-up, our advisors can assist with the maintenance and upkeep of your accounting records whether it's a one-time project or an ongoing one. BKD can help update and maintain your accounting system and financial data through an outsourced accounting services engagement. We're ready to assist you in maintaining dependable accounting records and cleaning up where things have fallen behind through the following services:

- Facilitate entry of bank, credit card, accounts receivable, and accounts payable transactions
- Evaluate accuracy of general ledger posting
- Maintenance of organizational fixed assets
- Payroll processing and accounting system integration
- Assistance with employee expense reporting and reimbursement
- Performance of periodic account reconciliations
- Completion of period-end close and associated entries
- Preparation of periodic financial statements
- Completion of special projects as requested

For more information, visit [bkd.com/outsourcing](https://www.bkd.com/outsourcing) or contact your **BKD Trusted Advisor™**.



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