Yale SCHOOL OF MEDICINE

FIN/FIN - Cash Sales COA - Reference

Responsible Office: **YSM Finance and Administration- Controller's Office**
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Revenue Code (RC)	RC Definition	Ledger Account	Description & Examples	Assessment(s) on Revenue	Mission & Recommended Program	Related Resources
Clinical & Education Services Income (RC025)	Patient Care or teaching services (e.g. physician services, Medical Directorships, On-call pay, clinical services contracts, teaching, grand rounds). Do not use for YNHHS affiliates or YNHH itself, Research Income or patient care income that should be billed through Epic.	42016:Clinical & Education Services Income	Patient Care or teaching services (e.g. physician services, Medical Directorships, On-call pay, clinical services contracts, teaching, grand rounds). Do not use for YNHHS affiliates or YNHH itself, research income or patient care income that should be billed through Epic.	10% Clinical, 5% YM	Clinical - PG00035, PG00036, PG00041; Education - PG00030; For VA contracts where salary is being charged, use with YD000377. Non clinical contracts require a unique PJ#.	
Industry Clinical Trial Income (RC053)	Income associated with industry clinical trials.	41001:Industry Clinical Trial Income	Clinical Trial Revenue	23.08%	Research - PG00032, use only with FD29. For guidance on coding revenue in unique situations (e.g. GR# not yet set-up, trial will not move forward and be set-up at Yale), please contact ysmcontroller@yale.edu.	
Income from Sale of Goods (RC062) - sales tax has different coding requirements, see Related Resources column for a link to the guidance.	Income from sales of materials (including post cards, souvenirs, brochures, books etc.) as well as furniture, equipment or vehicles (including musical instruments, athletic equipment, etc.)	45011:Other Fee / Service Income	Use for sale of equipment and other goods such as jackets for residents, computers, books/curriculum. Consult relevant University guidance on the sale of equipment (Policy 4209) and sales tax (Policy/Procedure 2810, Tax Office), where applicable. For capital equipment sales, Form 4209 FR05 needs to be completed and submitted to ysmcontroller@yale.edu for review & approval.	10% non Clinical	Varies	4209.PR06 Transfer, Sale or Release of Equipment to Other Institutions or Third Parties Policy 2810 Sales & Use Tax Policy 2810 PR01 Sales Tax Collection (includes guidance for proper recording of related cash sale)
Ticket and Event Admissions Income (RC068)	Income received from admissions to events (such as concerts, movies, exhibitions, and athletic events). Conference and events are a separate revenue category.	45013:Events, Tickets, Exec Ed and Other Programs	Income received from admissions to events (such as concerts, movies, exhibitions, and athletic events). Conference and events are a separate revenue category.	10% non Clinical	Varies	
Other Income (RC073) - sales tax has different coding requirements, see Related Resources column for a link to the guidance.	Other income earned by the University not included elsewhere.	45016:Income-Other	Other Income that is not included elsewhere including fees related to transcripts and verifications. Consult relevant University guidance on sales tax (Policy/Procedure 2810, Tax Office), where applicable.	10% non Clinical	Varies	Policy 2810 Sales & Use Tax Policy 2810 PR01 Sales Tax Collection (includes guidance for proper recording of related cash sale)
G&C Program Income Received (RC083)	Contra-expense used to track Program Income on Federal grants to allow for departmental and GCFA grant reporting (grant reports only allow expense expenditure types); also allows Yale to track Program Income as required by Federal Grants.	20037:G&C Program Income Holding Account	G&C Program Income. Consult relevant University guidance on Program Income Associated with Sponsored Projects (Policy 1308) and Accounting for Grants in the Accounting Manual for additional instructions.	None	PG00032 Research, Cannot be used with a GR#	Policy 1308 Program Income Associated with Sponsored Projects Accounting for Grants
Income from Conferences and Events (RC117)	Income from conferences and events hosted by Yale	45013:Events, Tickets, Exec Ed and Other Programs	Income from conferences and events hosted by Yale.	10% non Clinical	Varies	

Revenue Code (RC)	RC Definition	Ledger Account	Description & Examples	Assessment(s) on Revenue	Mission & Recommended Program	Related Resources
Travel reimbursements received (RC147)	To record the reimbursement received from a third-party payor where the original travel expenses were paid for by the University (original expense was on a Travel SC). The intention of the payor must determine the classification of the payment. Contributions must flow through Contribution Processing and be booked as revenue; fees for service must also be booked as revenue.	81036:Travel Expenses	Travel reimbursements from non-Yale sources if Yale paid expense originally.	None	Varies; Cannot be used with a GR#	
			Repayment of personal expenses charged on P-card.	None	Repayment of the personal charge occurs through an employee payroll deduction. See Advances & Spend Authorization Guidance for specific instructions.	Advances and Spend Authorizations
			Repayment of Spend Authorizations with Cash Advances	None	See Advances & Spend Authorization Guidance for specific instructions.	Advances and Spend Authorizations
Research Service Income (RC160)	Research Service Income	42035:Research Service Income	Research Services (e.g. Pfizer, PIPI, USP External Sales including agencies).	15.00%	Research - PG00032, USP's use PG00066 and USP project #	
Contribution Clearing (RC237)	Account used for contribution clearing - must be cleared and moved to a true contributions account.	43005:Contribution Clearing	Gifts received through outside donors - Follow guidance for gifts in the "Record Cash Sale" guidance. Contributions processing will move the gift to the appropriate LA/RC once processed.	12%	Can only be deposited to gifts (GSXXXXX)	Accounting Manual - Record Cash Sales Policy 2200 PR 02 Gift Stewardship

Do Not Use at YSM

Patient Care Income - NonPFS (RC020)	Medical income from patient care fees and services provided by professional employees of the University (excluding: PFS and YNHH).	42011:Patient Care Income - NonPFS	Not for use at YSM. For guidance on appropriate RC, contact ysmcontroller@yale.edu.	10% Clinical, 5% YM		
Medical Services Income - Other (RC026)	Medical services income that is not included elsewhere.	42017:Medical Services Income-Other	Not for use at YSM. For guidance on appropriate RC, contact ysmcontroller@yale.edu.	10% Clinical, 5% YM		
Other Fee/Service Income (RC065)	All other income from fees or services that are not captured in other categories.	45011:Other Fee / Service Income	Not for use at YSM. Recommendation: Use Other Income (RC073).	10% non Clinical		
Publishing Income - Not YP (RC070)	Publishing Income - Not YP (RC070)	45014:Publishing Licensing	Not for use at YSM. For guidance on appropriate RC, contact ysmcontroller@yale.edu.	10% non Clinical		

-Contact ysmcontroller@yale.edu with questions
-Guidance for cash sales is not be all inclusive. Consult Accounting Manual - Record Cash Sales for instructions related to repayment of personal expenses, cash advances or funds being returned from a vendor paid through Accounts Payable.
-If a check is received that is associated with an Invoice that has been created in the Workday AR system (either by OnCore or YSM Invoicing), do not process a Cash Sale but send the check directly to Treasury and reference the CI# so it can be applied to the open invoice.
-Unless otherwise noted, payments should be deposited only to a YD - not a GS#, GE, GR.
-For guidance on processing refunds and rebates, contact ysmcontroller@yale.edu.
-Consult COA Segment Definitions for additional information.

-LA42039/RC109: YNHHS Affiliated Entity Income is assessed at 11.7% (9.42% Dean, 2.28% YM). This invoicing is managed by YMA and only the net revenue will be credited to departments. Departments should not use these codes to deposit revenue via cash sale without prior approval from ysmcontroller@yale.edu.