



## Key Practice Management and Accounting Updates

### UPCOMING EVENTS

October 6, 2017 –  
**Mid-Career to Life After  
 Dentistry Series**  
 - Bellevue Club  
 - 8AM – 2PM

### REMINDERS?

### HELPFUL INFO?

### BUELLER? BUELLER?...

#### DENTAL GROUP SECURE PORTALS – Your Tax Document Destination

Last year we announced that we would begin using secure client portals for the delivery of tax returns and forms. Thank you to all our clients for helping us to successfully use this new system! We foresee using the Portals for delivery of additional types of documents in the future and hope that this secure and convenient means of receiving, and sending information provides the benefits we have anticipated. Remember that documents may be stored in the portal for an indefinite period so we could, for example, put 3 years of tax returns in your portal and you can access them to send to bankers or others as needed.

If you need help with your portal we are happy to assist with any difficulties or questions!

#### PERSONAL TAX PAYMENTS - EFTPS

The Electronic Federal Tax Payment System (EFTPS) can be your best friend when it comes time to make estimated tax payments. On demand and on time payments can be done 24/7, no postage required.

The site below will guide you through the process step-by-step giving you time to review and allowing you to schedule payments in advance! More information may be found at the EFTPS website. <https://www.eftps.gov/eftps/direct/Help.page>

#### QSE-HRA HEALTHCARE REIMBURSEMENT

As the unemployment rate continues to decline in Washington competition for employees is fierce. QSE-HRA (qualified small employer health reimbursement arrangements) are an optional benefit that employers with fewer than 50 full-time equivalent employees can use to reimburse employees for qualified medical expenses. For smaller offices, this can be a powerful incentive to add to a compensation package.

Signed into law December 2016, QSE-HRAs are also governed by the Employee Retirement Income Security Act (ERISA), so employers must give employees a summary plan description describing their benefits under the plan.

Employers are encouraged to work with counsel or another trusted advisor to determine eligibility to offer a QSE-HRA and ensure they meet other requirements including funding requirements, reimbursement limits, and employee eligibility.

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## RETAIL SALES TAX RATES

Make sure you are collecting the correct amount of sales tax on retail items. Rates have increased in many jurisdictions and if you are not receiving regular bulletins about these changes you may find information on the Washington State Department of Revenue Website.

[http://dor.wa.gov/content/findtaxesandrates/SalesAndUseTaxRates/LocalSales\\_Use.aspx](http://dor.wa.gov/content/findtaxesandrates/SalesAndUseTaxRates/LocalSales_Use.aspx)

## QUICKBOOKS UPDATE

As you may know Intuit QuickBooks only provides support for the current and two prior years' version of their QuickBooks products. This means that if you have a 2014 or older version you will no longer have access to any of the integrated QuickBooks software or services that you may wish to implement such as Payroll. Maintaining a current version of QuickBooks also allows Dental Group to provide you with the highest level of service by assuring the most efficient business processes on our end.

As an alternative to the Desktop version, QuickBooks Online is always up-to-date and allows 24/7 access anywhere you have internet and you never need to send us a copy of your file!

If you would like more information on upgrading your QuickBooks let us know.

## HIPAA-PCI CCOMPLIANCE

With fines that have increased dramatically for willfully or inadvertently neglecting HIPAA law, this is an issue you do not want to ignore! Penalties range from \$100 to \$50,000 per violation depending on circumstances and execution of corrective actions.

Many Healthcare professional don't realize that HIPAA also restricts the way they and their staff can use email and text messages to communicate with patients and other providers about patients. With more patients requesting their dentists communicate with them by email or text, dentists who want to do so must employ an email or text messaging system that encrypts messages or requires patient login, such as a patient portal. Email confidentiality notices and disclaimers in a communication do not make an unencrypted email HIPAA compliant.

Don't forget that any time you send PHI via unsecured systems, including your home email, cell phone or mobile device so that you may work or answer questions from outside the office the communication is vulnerable!

HIPAA rules are complex and lengthy and we recommend you consult a professional to make sure you have not overlooked anything.

## DG ADVISORS GOES SOCIAL – WE ARE NOW “LINKED-IN”

Visit our LinkedIn page and see what's going on!

Questions? Please email us at [mail@cpa4dds.com](mailto:mail@cpa4dds.com) or call us at 425.216.1612