

PREPARER'S INFORMATION

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DEPT: Finance & Accounting	FAX: 4-8180
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FISCAL AUTHORITY APPROVAL

NAME: John Doe approval via email	DATE: 7/25/2009
(Signature): <i>John Doe</i>	PERIOD: Jul-09 (MON -- YR)

JOURNAL ENTRY EXPLANATION - BE SPECIFIC:

Charged laboratory supplies to incorrect account string. Correcting Jun-09 expenses. Back-up attached.

-----EXAMPLE FORM-----

PLEASE ATTACH SUPPORTING DOCUMENTATION

LINE NO.	ALIAS (8)	FUND (4)	ORG (5)	MISSION (2)	OBJECT (4)	PROGRAM (3)	PROVIDER (4)	LOCATION (3)	DEBIT	CREDIT	IBS Transaction Number	DESCRIPTION (ONLY FIRST 23 CHARACTERS APPEAR ON GL)
1	58610763	0151	99999	11	5361	000	0000	000		35.65		Polar Cryogenics Incorp: supplies
2	58610764	0151	99999	11	5361	000	0000	000		15.00		Polar Cryogenics Incorp: supplies
3	58610765	1076	58613	11	5301	000	0000	000		76.52		Williams, Diane
4	64403790	0151	64403	79	5361	000	0000	000	35.65			Polar Cryogenics Incorp: supplies
5	64403790	0151	64403	79	5361	000	0000	000	15.00			Polar Cryogenics Incorp: supplies
6	64403790	0151	64403	79	5301	000	0000	000	76.52			Williams, Diane
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
TOTAL									127.17	127.17		

BUSINESS OFFICE USE ONLY	
BATCH NAME:	
JOURNAL ENTRY NO.:	

MAIL COMPLETED FORM TO:	
UNIVERSITY ACCOUNTS	FINANCE & ACCOUNTING, AD 201, ATTN: JE DESK
HOSPITAL ACCOUNTS	HOSPITAL FINANCIAL SERVICES, FS, ATTN: ACCOUNTING SPECIALIST
SPONSORED PROJECTS ADMINISTRATION	Note: Grant accounts cannot use this JE form. For grant entries for Sponsored Projects Accounts: Please contact SPA at 4-0355
IBS ADJUSTMENTS (FOMOPPL ONLY)	Appropriate Service Center http://ozone.ohsu.edu/financial/ibs/ServCtr.htm

4-CHARACTER DEPT CODE
CORP

FUND 0151		UNIVERSITY GENERAL FUND						
ORGANIZATION 99999		FINANCE & ACCOUNTING						
Mi Obj Prg Prov Loc	DATE	DOCUMENT	DESCRIPTION	BUDGET	YTD	AVAILABLE BALANCE		
OFFICE & ADMINISTRATIVE S								
11-5301-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	2,750.00	3,015.16			
11-5301-000-0000-000	01-JUN-09	Budget Allocation	OHSU	250.00	.00			
11-5301-000-0000-000	08-JUN-09	IBS 713979208: A	IBS -Corporate Express	.00	71.24			
11-5301-000-0000-000	11-JUN-09	D4899079/	WILLIAMS, DIANE	.00	76.52			
			* PERIOD TOTAL	250.00	147.76			
			*** ACCOUNT TOTAL	3,000.00	3,162.92	-162.92		
BOOKS PERIODICALS SUBSCRI								
11-5303-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	462.00	-391.33			
11-5303-000-0000-000	01-JUN-09	Budget Allocation	OHSU	38.00	.00			
			* PERIOD TOTAL	38.00	.00			
			*** ACCOUNT TOTAL	500.00	-391.33	891.33		
POSTAGE								
11-5304-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	319.00	313.80			
11-5304-000-0000-000	01-JUN-09	Budget Allocation	OHSU	31.00	.00			
11-5304-000-0000-000	03-JUN-09	IBS 31392865: A	IBS -Central Mail Services	.00	4.46			
11-5304-000-0000-000	05-JUN-09	Supplies	Correct MAY-09 IBS transactions	.00	-4.46			
11-5304-000-0000-000	26-JUN-09	IBS 31518897: A	pos IBS -Central Mail Services	.00	35.54			
			* PERIOD TOTAL	31.00	35.54			
			*** ACCOUNT TOTAL	350.00	349.34	.66		
EQUIPMENT-MINOR								
11-5321-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	682.00	548.03			
11-5321-000-0000-000	01-JUN-09	Budget Allocation	OHSU	68.00	.00			
22-5321-059-2397-000	19-JUN-09	64922892/	FISHER SCIENTIFIC COMPANY LLC	.00	130.93			

Expense being corrected should be underlined or highlighted.

FUND 0151		UNIVERSITY GENERAL FUND						
ORGANIZATION 99999		FINANCE & ACCOUNTING						
Mi Obj Prg Prov Loc	DATE	DOCUMENT	DESCRIPTION	BUDGET	YTD	AVAILABLE BALANCE		
EQUIPMENT-MINOR								
22-5321-059-2397-000	19-JUN-09	6492254H/	FISHER SCIENTIFIC COMPANY LLC	.00	1,098.52			
22-5321-059-2397-000	13-JUL-09	CFS.YR-END AP ACCRUAL.UNRESTRICT	B & H FOTO AND ELECTRONICS \23473143	.00	18.00			
22-5321-059-2397-000	13-JUL-09	CFS.YR-END AP ACCRUAL.UNRESTRICT	B & H FOTO AND ELECTRONICS \28483143	.00	25.00			
22-5321-059-2397-000	13-JUL-09	CFS.YR-END AP ACCRUAL.UNRESTRICT	B & H FOTO AND ELECTRONICS \21443143	.00	26.00			
22-5321-059-2397-000	13-JUL-09	CFS.YR-END AP ACCRUAL.UNRESTRICT	B & H FOTO AND ELECTRONICS \26423143	.00	328.00			
22-5321-059-2397-000	13-JUL-09	CFS.YR-END AP ACCRUAL.UNRESTRICT	B & H FOTO AND ELECTRONICS \27453143	.00	370.00			
22-5321-059-2397-000	13-JUL-09	CFS.YR-END AP ACCRUAL.UNRESTRICT	B & H FOTO AND ELECTRONICS \21438143	.00	1,889.00			
			* PERIOD TOTAL	68.00	3,885.45			

DENTAL CLINIC MATERIALS & SUPPLIES

11-5337-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	750.00	4,433.48	-3,683.48
			* PERIOD TOTAL	.00	.00	

CHEMICALS

11-5341-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	.00	54.54	-54.54
11-5341-000-0000-000	01-JUN-09	Budget Allocation	OHSU	913.00	784.35	
11-5341-000-0000-000	02-JUL-09	IBS 31563394: A	IBS -Procurement Card	87.00	.00	
			* PERIOD TOTAL	.00	73.17	

Ran: July 24, 2010 @ 9:48 AM
 Prg: ZGL_DL_GEN_NC.rdf

*** ACCOUNT TOTAL 1,000.00 857.52 142.48
 OREGON HEALTH & SCIENCE UNIVERSITY
 GENERAL LEDGER
 DETAIL LEDGER GENERAL : FUND (0151 - 0151)
 PERIOD NAME: JUN-09
 Budget Name: OHSU

Page: 3
 Database: FISPRD

FUND 0151 UNIVERSITY GENERAL FUND
 ORGANIZATION 99999 FINANCE & ACCOUNTING

Mi Obj Prg Prov Loc	DATE	DOCUMENT	DESCRIPTION	BUDGET	YTD	AVAILABLE BALANCE
OXYGEN & OTHER MEDICAL GASES/DEMURRAGE						
11-5354-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	.00	53.64	
			* PERIOD TOTAL	.00	.00	

LABORATORY SUPPLIES

11-5361-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	.00	53.64	-53.64
11-5361-000-0000-000	01-JUN-09	Budget Allocation	OHSU	1,375.00	2,642.33	
11-5361-000-0000-000	02-JUN-09	01045953/	POLAR CRYOGENICS INCORPORATED	125.00	.00	
11-5361-000-0000-000	19-JUN-09	01227901/	POLAR CRYOGENICS INCORPORATED	.00	35.65	
11-5361-000-0000-000	19-JUN-09	6445632H/	FISHER SCIENTIFIC COMPANY LLC	.00	85.37	
22-5361-059-2397-000	01-JUN-09	Balance Forward	Prior Period Balance	.00	122.88	
22-5361-059-2397-000	12-JUN-09	608/1419118	LAB ARMOR	.00	480.00	
22-5361-059-2397-000	18-JUN-09	6445002H/	FISHER SCIENTIFIC COMPANY LLC	.00	148.43	
22-5361-059-2397-000	24-JUN-09	6123924H/	FISHER SCIENTIFIC COMPANY LLC	.00	37.74	
22-5361-059-2397-000	25-JUN-09	6523881H/1420203	FISHER SCIENTIFIC COMPANY LLC	.00	722.10	
			* PERIOD TOTAL	125.00	1,524.29	

Expense being corrected should be underlined or highlighted.

LABORATORY REAGENTS

11-5362-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	1,500.00	4,289.50	-2,789.50
11-5362-000-0000-000	01-JUN-09	Budget Allocation	OHSU	132.00	.00	
			* PERIOD TOTAL	18.00	.00	

MISCELLANEOUS SUPPLIES

11-5390-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	150.00	.00	150.00
11-5390-000-0000-000	01-JUN-09	Budget Allocation	OHSU	2,288.00	920.61	
			* PERIOD TOTAL	212.00	.00	

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*** ACCOUNT TOTAL 150.00 .00 150.00
 OREGON HEALTH & SCIENCE UNIVERSITY
 GENERAL LEDGER
 DETAIL LEDGER GENERAL : FUND (0151 - 0151)
 PERIOD NAME: JUN-09
 Budget Name: OHSU

Page: 4
 Database: FISPRD

FUND 0151 UNIVERSITY GENERAL FUND
 ORGANIZATION 54131 DIS 12/09-SD.BIOMATERIALS & BIOMECHANICS - ADMIN

Mi Obj Prg Prov Loc	DATE	DOCUMENT	DESCRIPTION	BUDGET	YTD	AVAILABLE BALANCE
MISCELLANEOUS SUPPLIES						
11-5390-000-0000-000	19-JUN-09	01057901/	POLAR CRYOGENICS INCORPORATED	.00	62.35	
22-5390-059-2397-000	30-JUN-09	88215/1418628	WESTERN TITANIUM INCORPORATED	.00	685.00	
22-5390-059-2397-000	30-JUN-09	88215/1418628	WESTERN TITANIUM INCORPORATED	.00	1,689.00	
			* PERIOD TOTAL	212.00	2,436.35	
			*** ACCOUNT TOTAL	2,500.00	3,356.96	- 856.96
CHEMICALS-HAZARDOUS						
11-5392-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	.00	22.00	
			* PERIOD TOTAL	.00	.00	
			*** ACCOUNT TOTAL	.00	22.00	- 22.00
OTHER PROFESSIONAL SERVIC						
11-5505-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	132.00	.00	
11-5505-000-0000-000	01-JUN-09	Budget Allocation	OHSU	18.00	.00	
			* PERIOD TOTAL	18.00	.00	
			*** ACCOUNT TOTAL	150.00	.00	150.00
DUPLICATING & COPYING						
11-5542-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	2,750.00	3,583.82	
11-5542-000-0000-000	01-JUN-09	Budget Allocation	OHSU	250.00	.00	
11-5542-000-0000-000	01-JUL-09	IBS 31754684: A	IBS -OGI Copy Center	.00	202.27	
11-5542-000-0000-000	02-JUL-09	IBS 31063394: A	IBS -Procurement Card	.00	32.51	
			* PERIOD TOTAL	250.00	234.78	
			OREGON HEALTH & SCIENCE UNIVERSITY			
			GENERAL LEDGER			
			DETAIL LEDGER GENERAL : FUND (0151 - 0151)			
			PERIOD NAME: JUN-09			
			Budget Name: OHSU			

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Page: 5
 Database: FISPRD

FUND 0151 UNIVERSITY GENERAL FUND
 ORGANIZATION 99999 FINANCE & ACCOUNTING

Mi Obj Prg Prov Loc	DATE	DOCUMENT	DESCRIPTION	BUDGET	YTD	AVAILABLE BALANCE
DUPLICATING & COPYING						
			*** ACCOUNT TOTAL	3,000.00	3,818.60	- 818.60
MISC PURCH SVCS-NON 1099 SUBJ REIM						
11-5599-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	275.00	60.00	
11-5599-000-0000-000	01-JUN-09	Budget Allocation	OHSU	25.00	.00	
11-5599-000-0000-000	08-JUN-09	IBS 31879208: A	IBS -Library Document Delivery Servi	.00	10.00	
			* PERIOD TOTAL	25.00	10.00	
			*** ACCOUNT TOTAL	300.00	70.00	230.00
EQUIPMENT MAINTENANCE & R						
11-5721-000-0000-000	01-JUN-09	Balance Forward	Prior Period Balance	2,013.00	4,773.64	
11-5721-000-0000-000	01-JUN-09	Budget Allocation	OHSU	187.00	.00	
			* PERIOD TOTAL	187.00	.00	
			*** ACCOUNT TOTAL	2,200.00	4,773.64	- 2,573.64
MISC MAINTENANCE & REPAIR						