Belle Curve Insights

Your Profit Leak Analysis — data request

STEP ONE · GENESIS · TWO EXPORTS · ~15 MINUTES

To run your Profit Leak Analysis we need **two** exports out of Genesis — no login access required, and nothing we do not need. Genesis names its reports differently from version to version, so each item below describes what the export must contain rather than a fixed menu path. If you cannot find one, send what you can and email us — we will find it with you.

THE TWO EXPORTS WE NEED

1 Payments received with the applied / unapplied split

Look for: payment detail, transaction detail, or a daysheet covering a date range

Every payment in the period with the payer, the date, the amount, the payment method, and how much of it was applied to a charge. That last column is the one that matters — if the report cannot show applied versus unapplied per payment, it is the wrong report.

Date range: two full calendar months that closed at least 30 days ago
Must include: payment method and an applied / unapplied amount
Export as: Excel or CSV — not PDF

2 Patient accounts receivable as of today

Look for: A/R aging, patient balances, or an outstanding balance report

Outstanding balances by patient with aging buckets, plus any unapplied or credit amount held on the account. Turn on credit and negative balances if the report lets you — many hide them by default, and that is the half we need.

Date range: none — run it as of today
Must include: credit / negative balances
Also useful: the payer or insurance version of the same report

Why the second export matters. On its own, a payment sitting unapplied looks like money waiting to be posted. Sometimes it is — and sometimes the patient has simply paid ahead and owes nothing, which is not a leak at all. The only way to tell the two apart is to look at what each account still owes. In a recent pilot the two largest items in the audit turned out to be prepayments, not posting failures. The second export is what keeps that out of your report.

BEFORE YOU SEND

Write down the date you ran each report. Unapplied balances move as payments get posted, so the same report run two weeks apart gives a different number. The run date is what makes the findings hold up — and your system does not record it in the file.

Send the export as it comes out. No cleanup, no reformatting. If something will not export, a screenshot of the report on screen is enough to start.

Not sure you are looking at the right reports? Send us a screenshot of your reports menu and we will point you to the exact two — or we will walk you through them on a short screen share. We never need your password.

PRIVACY & SECURITY

We sign a **Business Associate Agreement** before you send anything.

Files go over a secure upload link, never email — **bellecurveinsights.com/upload**.

Patient names are not required. An account ID is enough.

We use your data only to produce your audit. Never shared, never resold.

1. Run the two exports above.
2. Drop both files into the secure upload link: **bellecurveinsights.com/upload**
3. We confirm receipt, and deliver your Profit Leak Analysis in about a week — a short report plus a call to walk through it.

This is the data request for the **Profit Leak Analysis** — the fixed-scope first look. Going deeper into **Full Practice Findings** takes a wider set of exports; ask us for that request sheet when you are ready.