PUERTO RICO COMMUNITY NETWORK FOR CLINICAL SERVICES, RESEARCH AND HEALTH ADVANCEMENT (PR CONCRA), INC.

(A Non-Profit Corporation)

FINANCIAL STATEMENTS, SUPPLEMENTARY INFORMATION AND INDEPENDENT AUDITORS' REPORT

AND SCHEDULES AND REPORTS REQUIRED BY GOVERNMENT AUDITING STANDARDS AND THE UNIFORM GUIDANCE

December 31, 2019

PUERTO RICO COMMUNITY NETWORK FOR CLINICAL SERVICES, RESEARCH

AND HEALTH ADVANCEMENT (PR CONCRA), INC. (A Non-Profit Corporation)

Financial Statements

December 31, 2019

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Juan Reyes-Ramis CPA, CFE, MST, CGMA Managing Partner

José A. Colón Álvarez CPA, CGMA Senior Partner

> Eric Rosaly Torres CPA Partner

INDEPENDENT AUDITORS' REPORT

Jaime Banchs Rodríguez CPA, CGMA Partner

To the Governing Board of **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.** San Juan, Puerto Rico

Report on the Financial Statements

We have audited the accompanying financial statements of **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.** (the Institution), which comprise the statement of financial position as of December 31, 2019, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

We did not observe the taking of the physical inventory as of December 31, 2019, since that date was prior to our appointment as auditors for **the Institution**, and we were able to satisfy ourselves regarding inventory quantities by means of other auditing procedures.

Our responsibility is to express an opinion on these financial statements based on our audit. Except as explained in the prior paragraph, we conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Member of:



Opinion

In our opinion, the financial statements referred in the first paragraph present fairly, in all material respects, the financial position of **Puerto Rico Community Network for Clinical Services**, **Research and Health Advancement (PR CONCRA), Inc.** as of December 31, 2019, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters – Supplementary and Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200 Uniform Administration Requirements, Cost Principles and Audit Requirements, and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 8, 2020, on our consideration of **the Institution's** internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering **the Institution's** internal control over financial reporting and compliance.

December 8, 2020

License No. PSC - 196 Ponce, Puerto Rico

RRCCA Group, PSC

Stamp number E429711 was affixed to the original report.

Statement of Financial Position

December 31, 2019

ASSETS

Current assets: Cash and cash equivalents Grants and contract receivable Accounts receivable, net Inventory Total current assets	\$ 2,705,572 42,761 2,258,629 <u>327,689</u> 5,334,651
Property, plant and equipment - net	416,696
TOTAL	<u>\$ 5,751,347</u>
LIABILITIES AND NET ASSETS Current liabilities:	
Accounts payable Accrued expenses and withholdings Unearned revenue	\$ 1,010,546 237,330 99,428
Total current liabilities	1,347,304
Net assets: With donor restrictions	-
Without donor restrictions	4,404,043
	4,404,043
TOTAL	<u>\$ 5,751,347</u>

Statement of Activities and Changes in Net Assets

For the year ended December 31, 2019

	With Donor Restrictions	Without Donor Restrictions	Total
SUPPORT AND REVENUES:			
Goverment grants and contracts	\$ 2,083,264	\$-	\$ 2,083,264
Private cooperative agreement	-	159,983	159,983
Medical insurance revenues	-	1,968,609	1,968,609
Drugs and medications - PI	-	6,094,613	6,094,613
Capitation Triple S - Tentatives	-	151,150	151,150
Medical plan deductible	-	25,252	25,252
Donations	-	138,981	138,981
Other	-	11,104	11,104
Net assets released from restrictions: Satisfaction of program services	(2,083,264)	2,083,264	
Total revenues		10,632,956	10,632,956
EXPENSES:			
Program services:			
Drugs and medicines	-	3,160,189	3,160,189
Clinical services	-	1,040,024	1,040,024
Dental	-	168,829	168,829
Youth and adolescent	-	701,604	701,604
Education and prevention	-	850,418	850,418
Other complementary program		303,163	303,163
Total program services	-	6,224,227	6,224,227
Support Services:			
General and administrative expenses		2,810,743	2,810,743
Total expenses		9,034,970	9,034,970
CHANGE IN NET ASSETS	-	1,597,986	1,597,986
NET ASSETS, BEGINNNG OF YEAR		2,806,057	2,806,057
NET ASSETS, ENDING OF YEAR	\$-	\$ 4,404,043	\$ 4,404,043

Statement of Functional Expenses

For the year ended December 31, 2019

	Program Services		General and Iministrative	Total Expenses
Personnel compensation	\$ 1,22	9,408 \$	614,068	\$ 1,843,476
Other employee benefits	11	9,832	60,836	180,668
Payroll taxes	10	1,667	54,743	156,410
Total personnel expenses	1,45	0,907	729,647	2,180,554
Prescribed drugs and medications	3,65	7,459	-	3,657,459
Medical and health specialist	65	1,242	-	651,242
Other professional services	6	6,636	1,486,337	1,552,973
Laboratories	15	0,378	350	150,728
Medical and outreach materials	7	2,571	250	72,821
Travel	4	1,049	19,100	60,149
Communications	1	5,277	27,114	42,391
Occupancy	2	0,038	114,593	134,631
Equipment rental and maintenance	1	4,995	121,544	136,539
Staff education	2	9,220	3,940	33,160
Office expense	1	4,784	82,201	96,985
Insurance		9,325	19,755	29,080
Program activities		5,964	44,867	50,831
Interest and bank charges		1,232	3,295	4,527
Hurricane Maria Relief Expense		-	20,743	20,743
Other expenses	2	1,770	35,899	57,669
Total expenses before depreciation	6,22	2,847	2,709,635	8,932,482
Depreciation		1,380	101,108	102,488
Total expenses	\$ 6,22	4,227 \$	2,810,743	\$ 9,034,970

Statement of Cash Flows

For the year ended December 31, 2019

Increase (Decrease) in Cash and Cash Equivalents

CASH FLOWS FROM OPERATING ACTIVITIES:

Change in net assets	\$ 1,597,986
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation	102,488
Changes in operating assets and liabilities:	
(Increase) decrease in:	
Accounts receivable	(833,308)
Inventories	(186,358)
Increase (decrease) in:	
Accounts payable	487,470
Accrued expenses and withholdings	6,187
Unearned revenues	 13,233
Total adjustments	 (410,288)
Net cash provided by operating activities	1,187,698
CASH FLOWS USED IN INVESTING ACTIVITIES:	
Purchase of equipment	 (70,418)
NET INCREASE IN CASH	1,117,280
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	 1,588,292
CASH AND CASH EQUIVALENTS, END OF YEAR	\$ 2,705,572

Notes to Financial Statements

As of and for the year ended December 31, 2019

1. ORGANIZATION

Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc. ("the Institution") is a non-profit entity organized in June 1990 under the corporate laws of the Commonwealth of Puerto Rico and commenced operations during August 1990. Since 1990, Puerto Rico CONCRA serves annually over 900 individuals infected and affected by HIV/AIDS. The organization provides specialized multidisciplinary services including outpatient ambulatory medical care, other clinical (non-medical) services, and support services to all populations living with HIV/AIDS, including special populations like women and Youth.

Puerto Rico CONCRA is the largest and sole provider specialized in HIV care for Lesbian, Gay, Bisexual, Transsexual and Transgender (LGBTT) Community, and for Youth, in all Puerto Rico. The one stop shop concept of care of Puerto Rico CONCRA permits the delivery of core services on the same visit including outpatient ambulatory medical care (including Infectologist and Internal Medicine specialists), CD4 monitoring and viral load testing, antiretroviral therapy, prophylaxis and treatment of opportunistic infections and malignancies, adherence monitoring, oral health care, mental health care, nursing services, labs and procedures, medical case management, outreach services, HIV counseling and testing, and psychosocial support including trained peers, among other specialty care.

During this year, Puerto Rico CONCRA receives approximately 20% of revenues and support from federal fund through the different sources and agencies.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

<u>Basis of accounting</u> – The financial statements of **the Institution** have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables and other liabilities.

<u>Basis of presentation</u> - The financial statements of the Institution have been prepared on the accrual basis in accordance with accounting principles generally accepted in the United States of America. The financial statements are presented in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958 dated August 2016, and the provisions of the American Institute of Certified Public Accountants (AICPA) "Audit and Accounting Guide for Not-for-Profit Organizations" (the "Guide").

Under the provisions of the Guide, net assets and revenues, and gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Institution and changes therein are classified as follows:

<u>Net assets without donor restrictions</u>: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Institution. The Institution's board may designate assets without restrictions for specific operational purposes from time to time.

Notes to Financial Statements

As of and for the year ended December 31, 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

<u>Net assets with donor restrictions</u>: Net assets subject to stipulations imposed by donors, and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Institution or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Revenues from sources other than contribution are reported as increases in net assets without donor restriction. Expenses are reported as decreases in net assets without donor restriction. Expirations of donor restrictions recognized on net assets (i.e., the donor-stipulated purpose has been fulfilled and/or the stipulated time period has elapsed) are reported as reclassifications from net assets with donor restrictions to net assets without donor restrictions.

<u>Contributions</u> - Unconditional contributions are recognized when pledged and recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Conditional promises to give are recognized when the conditions on which they depend are substantially met. Gifts of cash and other assets are reported with donor restricted support if they are received with donor stipulations that limit the use of the donated assets.

When a restriction expires, that is, when a stipulated time restriction ends or a purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

Donor-restricted contributions whose restrictions are met in the same reporting period are reported as net assets without donor restriction support. Donations of property and equipment are recorded as support at their estimated fair value at the date of donation.

Revenues from sources other than contribution are reported as increases in net assets without donor restriction. Expenses are reported as decreases in net assets without donor restriction. Expirations of donor restrictions recognized on net assets (i.e., the donor-stipulated purpose has been fulfilled and/or the stipulated time period has elapsed) are reported as reclassifications from net assets with donor restrictions to net assets without donor restrictions.

<u>Use of estimates</u> – The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

<u>Cash and cash equivalents</u> – For purposes of the statement of cash flows, **the Institution** considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash equivalents.

Notes to Financial Statements

As of and for the year ended December 31, 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

<u>Allowance for uncollectible accounts</u> – The allowance for uncollectible accounts is an amount that management believes is adequate to absorb possible losses on existing receivables that may become uncollectible based on evaluations of collectability of the receivables and prior credit loss experience. Because of uncertainties inherent in the estimation process, the related allowance may change in the future

<u>Inventory</u> – Inventory consist of medications purchase by **PR CONCRA** through the 340B Drug Pricing Program, storage at contracted pharmacy under 340B contract pharmacy program. Inventory is stated at cost under the first-in, first-out method, not in excess of market

<u>Property, plant and equipment and depreciation</u> – Property, plant and equipment are recorded at cost. Donated property is recorded at its estimated fair value at the date of receipt. Depreciation is computed on the straight-line method based on the estimated useful life of each class of depreciable assets. Interest cost incurred on borrowed funds during the period of construction of capital assets is capitalized as a component of the cost of acquiring those assets.

The Institution's capitalization policy considers as property and equipment tangible nonexpendable property, an acquisition cost over \$5,000. Repair and maintenance are expensed as incurred. Expenses that increase the value or productive capacity of assets are also capitalized.

Gift of long-lived assets such as land, building or equipment is reported as unrestricted support, and is excluded from the excess of revenues over expenses, unless explicit donor stipulations specify how the donated assets must be used. Gift of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support. **The Institution** reports expirations of restrictions as depreciation expense is recognized over the time.

In accordance with the provisions of FASB ASC 360-10-50-2 (formerly statement of Financial Standard No. 144, "Accounting for the Impairment of Long-Lived Assets", **the Institution** reviews for the impairment of long-lived assets and certain identifiable intangibles whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. Recoverability is measured by a comparison of the carrying amount of an asset to future net cash flows expected to be generated by the asset. If such assets are considered to be impaired, the impairment to be recognized is measured by the amount by which the carrying amount of the assets exceeds the fair value of the assets.

All grants and contracts are considered to be available for unrestricted use unless specifically restricted by the grantor. Amounts received that are designated for future periods or restricted by the grantor for specific purposes are reported as with donor restrictions support that increases those net asset classes. When a temporary restriction expires, with donors restrictions net assets are reclassified to without donor restrictions net assets and reported in the statement of activities as net assets released from restrictions.

Notes to Financial Statements

As of and for the year ended December 31, 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

<u>Vacations and sick leave</u> - Employees of **the Institution** are entitled to paid vacation depending on length of services and other factors. Sick leave is not accrued because it does not vest; employees are not paid for any sick leave balance at termination of employment or at any other time. At December 31, 2019 the accrued vacations of \$73,958, were included as accrued expenses and withholdings in the statement of financial position.

<u>Federal grants and contracts</u> – **The Institution** receives its grants and contracts support and revenues primarily from the U.S. Department of Health and Human Services and other federal and state agencies.

<u>Net patient service revenue</u> – **The Institution** has agreements with third-party payers that provide for payments to **the Institution** at amounts different from its established rates. Payment arrangements include prospectively determined rates per discharge, reimbursed costs, discounted charges, and per diem payments. Net patient service revenue is reported at the estimated net realizable amounts from patients and third-party payers for services rendered and are recognized in the period in which **the Institution** is obligated to provide services to its patients.

<u>Premium revenue</u> – **The Institution** has agreements with Health Maintenance Organizations ("HMOs") to provide primary health care services to enrolled members. Under these agreements, **the Institution** receives a monthly fixed amount per individual member (PMPM) known as capitation fee. Capitation fee is due monthly and is recognized as revenues regardless of services actually performed by **the Institution**. In addition, the HMOs make fee for services payments to **the Institution** for certain covered services based upon discounted fees schedules. **The Institution's** health care premiums are reported as revenues in the month that enrolled members are entitled to health care benefits.

<u>Unearned revenues</u> - **The Institution** reports unearned revenue on its balance sheet, when potential revenue does not meet both the "measurable" and "available" criteria for revenue recognition in the current period (unavailable revenue). Unearned revenue also arises when **the Institution** receives resources before it has a legal claim to them. In subsequent periods, when the revenue recognition criterion is met, or when **the Institution** has a legal claim to the resources, the liability for deferred revenue is removed and revenue is recognized.

<u>Donations and in-kind contributions</u> – **The Institution** recognizes all donated services and materials at their fair market value at the time of donation.

Notes to Financial Statements

As of and for the year ended December 31, 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

Income taxes – The Institution is a non-profit organization that is exempt from federal and state income tax under Section 501 (c)(3) of the Internal Revenue Code and Section 1101.01(2)A of the Puerto Rico Tax Act of 2011. The Institution follows the provision of FASB ASC 740-10 (formerly FASB Interpretation No. 48, Accounting for Uncertainty in Income Taxes) which clarifies the accounting for uncertainty in income taxes recognized in an Organization's financial statements in accordance with FASB ASC 740. Under the provision for this Interpretation, the Institution is required to evaluate its income tax position each year to determine whether the Institution's tax provision is more likely-than-not to be sustained if examined by the applicable taxing authority. Management of the Institution has evaluated its tax position and has concluded that this requirement had no effect on the Institution's financial position or changes in its net assets.

<u>Expense recognition</u> - Expenses are recognized when the related liability is incurred. Program service expenses are the costs related to providing programs and services or the costs of the activities for which purpose the organization exists. Management and general expenses relate to the overall direction of **the Institution**.

<u>Sliding fee scale</u> - The Institution provides care to patients, who meet certain criteria under its sliding fee policy, at a nominal fee or at amounts less than its established rates. Patient balances are adjusted to the discounted rates at the time of service.

<u>340B Drug Pricing Program</u> - **The Institution**, as an FQHC, participates in the 340B Drug Pricing Program. The program requires drug manufacturers to provide outpatient drugs to FQHCs and other identified entities at a reduced price. **The Institution** contracts with local pharmacies under this program. The local pharmacies dispense drugs to eligible patients of **the Institution** and bill Medicare and commercial insurances on behalf of **the Institution**. Reimbursement received by the pharmacies is remitted to **the Institution** net of dispensing and administrative fees. Revenue generated from the program is included in patient service revenue net of third-party allowances. The cost of drug replenishments and contracted expenses incurred related to the program are included in other operating expenses.

Notes to Financial Statements

As of and for the year ended December 31, 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

<u>Recently adopted accounting standards</u> - On May 28, 2014, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) No. 2014-09, Revenue from Contracts with Customers (Topic 606). The core principle of this new guidance is that "an entity should recognize revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for those goods or services". On August 12, 2015, the FASB further amended this guidance and issued ASU 2015-14, Revenue from Contracts with Customers (Topic 606), which deferred the effective date for all entities by one year. These new standards, which **the Institution** is not required to adopt until its year ending December 31, 2020, deal with the timing of reporting revenues from contracts with customers, and disclosures related thereto.

On February 25, 2016, the FASB issued ASU No. 2016-02, Leases (Topic 842). This new standard, which **the Institution** is not required to adopt until its year ending December 31, 2020, is intended to improve financial reporting about leasing transactions by requiring entities that lease assets to recognize on their statement of financial position the assets and liabilities for the rights and obligations created by those leases, and to provide additional disclosures regarding the leases. Leases with terms (as defined in the ASU) of twelve months or less are not required to be reflected on an entity's statement of financial position.

On June 21, 2018, FASB issued ASU 2018-08, Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made. The amendments in this ASU clarify and improve current guidance about whether a transfer of assets (or the reduction, settlement, or cancellation of liabilities) is a contribution or an exchange transaction. The amendments clarify how an entity determines whether a resource provider is participating in an exchange transaction by evaluating whether the resource provider is receiving commensurate value in return for the resources transferred. Additionally, the amendments in this ASU require that an entity determine whether a contribution is conditional on the basis of whether an agreement includes a barrier that must be overcome and either a right of return of assets transferred or a right of release of a promisor's obligation to transfer assets. Finally, ASU 2018-08 amends the "simultaneous release accounting policy" to allow a not-for-profit entity to recognize a restricted contribution directly in net assets without donor restrictions if the restriction is met in the same period that revenue is recognized. The Institution will be required to adopt this new standard in the year ending December 31, 2020. The Institution is presently evaluating the effects that these ASUs will have on its future financial statements. including related disclosures.

<u>Date of management review</u> - Management of **the Institution** has evaluated subsequent events through December 8, 2020, which is the date the financial statements were available to be issued. Except for subsequent event disclosed in note 14, no events were identified that should be disclosed or adjusted in the financial statements or its related notes.

Notes to Financial Statements

As of and for the year ended December 31, 2019

3. GRANTS AND CONTRACT RECEIVABLE

Grants and contract receivable as of December 31, 2019 consist of the following:

Ryan White Part D - Primary Care	\$ 35,019
Ryan White Part A - HIV Emergency Relief Project Grants	4,831
HIV Prevention Projects for the Commonwealth of Puerto Rico and U.S. Virgin Islands (Tod@s II)	 2,911
	\$ 42,761

During the year ended December 31, 2019, a Notice of Award was received from U.S. Department of Health and Human Services, Health Resources and Services Administration (HRSA) in the amount of \$650,000 for the opening of **PRCONCRA** Primary Health Center. See Note 14.

4. ACCOUNTS RECEIVABLE

Accounts receivable as of December 31, 2019 consist of the following:

Medical plans - Pharmacy Contract	\$ 1,682,732
Medical plans - Prevention	517,604
Medical plans - Medical Services	54,732
Other receivable	 30,976
	2,286,044
Less allowance for uncollectible accounts	 (27,415)
Accounts receivable - net	\$ 2,258,629

The analysis of the allowance for doubtful accounts as of December 31, 2019 consist of charged off receivables accounted for during the year ended December 31, 2019 in the amount of \$27,415.

Notes to Financial Statements

As of and for the year ended December 31, 2019

5. INVENTORIES

Inventory as of December 31, 2019 consist of drugs and medicines under 340B contract pharmacy program. **PR CONCRA** uses a replenishment model for contract pharmacy services.

6. PROPERTY, PLANT AND EQUIPMENT - NET

Property, plant and equipment as of December 31, 2019 consist of the following:

Office equipment	\$ 742,556
Building	250,000
Office furniture and fixtures	171,887
Building improvements	116,312
Computer equipment	73,002
Medical equipment	 40,089
	1,393,846
Less: accumulated depreciation and amortization	 (977,150)
Property, plant and equipment net	\$ 416,696

7. ACCRUED EXPENSES AND WITHHOLDINGS

The balance of accrued expenses and withholdings as of December 31, 2019 consist of:

Vacations Expenses and witholdings	\$ 73,958 163,372
	\$ 237,330

8. LINE OF CREDIT

As of December 31, 2019, **PR CONTRAC** has available a line of credit with First Bank of Puerto Rico in the amount of \$50,000, bearing interest at of 9.75% (variable rate), secured by deposits, and renewable annually. There was no outstanding balance of line of credit as of December 31, 2019.

Notes to Financial Statements

As of and for the year ended December 31, 2019

9. NET ASSETS

Net assets without donor restrictions in the statement of financial position consist Ryan White Funds. Funds are available to support primary medical care and essential support services for individuals infected and affected by HIV/AIDS. Services includes specialized multidisciplinary services including outpatient ambulatory medical care, other clinical (non-medical) services, and support services to all populations living with HIV/AIDS, including special populations like women and Youth.

Net assets with donor restrictions were released from restrictions by incurring expenses satisfying the restricted purposes or by occurrence of other events specified by donors. During the year ended December 31, 2019 the amount of net assets released from restrictions aggregated \$2,083,264. Such net assets were contributed to **the Institution** through conditional governmental programs and private contribution in the form of grants, awards and contracts, which are recorded as revenues with donor restrictions until specified conditions are met.

Net assets with donor restrictions received by Puerto Rico CONCRA during the year 2019 by Program are as follows:

Ryan White Part A - Part A is a reimbursement contract that provides support to improve access to comprehensive continuum of high-quality community-based primary medical care and support services for people with HIV/AIDS.

Ryan White Part C - Ryan White HIV/AIDS Part C Program, provides grant funding to local community-based organizations to support outpatient ambulatory health service and support services through Early Intervention Services (EIS) program grants. Part C also funds planning grants, which help organizations more effectively deliver HIV care and services through Capacity Development grants.

Ryan White Part D - Ryan White HIV/AIDS Part D Program, provide outpatient ambulatory family-centered primary and specialty medical care and support services for women, infants, children, and youth living with HIV.

Human Immunodeficiency Virus (HIV) Prevention Projects CDC is a grant award that provides support for HIV prevention program.

10. SUPPLEMENTAL DISCLOSURE OF CASH FLOWS INFORMATION

- i. Interest paid for the year ended December 31, 2019 amounted to \$5,777.
- ii. During 2019 the Institution charged off accounts' receivable in the amount of \$27,415.

Notes to Financial Statements

As of and for the year ended December 31, 2019

11. COMMITMENTS AND CONTINGENCIES

Puerto Rico Health Reform Contract

The Center enter into an agreement with Triple S Salud, Inc. to manage the regions covered by Government Health Plan (GHP), formerly "Plan Vital Health Insurance Program". During the term of the agreement, PR CONCRA, agrees and consents to arrange for the rendering of covered and medically necessary services to enrollees, including the coordination of services through mental and behavioral Health care Providers and others specialist in a timely manner as defined and limited under the provisions of the GHP Program Contract. PR CONCRA must work as extent is possible, within TSS's established PPN, in directing care for enrollees and coordinating services.

Federal Grants and Contracts

Programs supported by federal and state grants are subject to additional audits by the grantor agencies in order to determine if expenditures comply with conditions of such grants. It is the Management's opinion that no additional material unrecorded liabilities will arise from audits previously performed or to be performed.

Fiscal Agent of El Punto en la Montaña

PR CONCRA was designated the Fiscal Agent of El Punto en la Montaña, Inc. (the Corporation). As Fiscal Agent, PR CONCRA, receive the funds granted to the Corporation and disburse such funds to third parties, after receipt adequate documentation authorized by the responsible officers of the Corporation and in agreement with budget line item. The unexpended amount of Non-Federal Grant Funds received as of December 31, 2019, was to \$69,564 and is included in accrued expenses and withholdings. The Collaborative Agreement as Fiscal Agent with the El Punto de la Montaña Corporation ceased through the transfer of funds available in a bank account on July 9, 2020. See Note 14.

340B Contract Pharmacy Services Agreement

PR CONCRA has contracted with Barakah Two Thousands Drugs Corp, Farmacia Caridad (the pharmacy) on February 8, 2019, to facilitate the desing and implementation of the 340B contract pharmacy program. PR CONCCRA uses a replenishment model for contract pharmacy services. For all the servicce and obligations the pharmacy agreed to assumed and provided under the agreement, PR CONCRA will pay the pharmacy 25% of the total payment actually received from the insurer for the dispensing of covered drugs less cost of drugs. Except for the dispensing of STD drugs, PR CONCRA shall pay the phamacy a dispensing fee per processed prescription of covered drugs of five (\$5.00) dollars for each medication dispensed. The term of the agreement is for a period of two (2) years and shall be renewed automatically for successive one-year terms, unless terminated earlier as provided in the contract.

Notes to Financial Statements

As of and for the year ended December 31, 2019

12. LIQUIDITY

As of December 31, 2019, **the Institution's** financial assets available within one year for general expenditure are as follows:

Cash and cash equivalents	\$ 2,705,572
Grants contracts receivable	42,761
Accounts receivable, net	 2,258,629
Total	\$ 5,006,962

The Institution's financial assets have been reduced by amounts not available for general use because of donor imposed restrictions within one year of the statement of financial position date and amounts set aside for long-term investing.

As part of **the Institution's** liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due. **The Institution** does not intend to spend other than amounts appropriated for general expenditure as part of its annual budget approval and appropriation process.

13. CONCENTRATION OF CREDIT RISK

The Institution maintains its cash balances in various commercial banks. Commercial bank accounts are insured up to \$250,000 by the Federal Deposit Insurance Corporation (FDIC). At December 31, 2019, **the Institution** uninsured cash balances amounted to \$780,879.

14. SUBSEQUENT EVENTS

Coronavirus Pandemic

In December 2019, an outbreak of a novel strain of coronavirus (COVID-19) originated in Wuhan, China and has since spread to other countries, including the U.S. On March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic. In addition, multiple jurisdictions in the U.S. have declared a state of emergency. It is anticipated that these impacts will continue for some time. The immediate impact to **the Institution's** operations include disruptions or restrictions on our employees' ability to work. Operating functions that may be changed include reschedules of services provided as a result of a lockdown imposed by the Government of Puerto Rico in response of the pandemic which included closing of several health center's access points. Changes to the operating environment may increase operating costs. No additional impacts were suffered by **the Institution**. The future effects of these issues are unknown.

Notes to Financial Statements

As of and for the year ended December 31, 2019

14. SUBSEQUENT EVENTS, (Continued)

<u>Other</u>

On July 31, 2020 the Collaborative Agreement as Fiscal Agent with the El Punto de la Montaña Corporation ceased by transferring \$75,916 of funds available in the bank account on July 9, 2020.

On August 24, 2020, the PRCONCRA Primary Health Center opened its doors to the public, although the award was approved on September 1, 2019, PR CONCRA did not have access to the funds until the opening of the offices to serve patients. The first withdrawal of funds was made on August 28, 2020.

* * * * *

SINGLE AUDIT SECTION

Schedule of Expenditures of Federal Awards

For the year ended December 31, 2019

Federal Grantor/ Pass-Through Grantor/Program or Cluster Title	Federal CFDA No.	Pass-Through Entity Identifying Number	Passed Through to Subrecipients	-	Total Federal enditures
U.S. Department of Health and Human Services:					
Direct Programs:					
Ryan White Part D - Primary Care	93.153			\$	466,266
Ryan White Part C - Outpatient Early Intervention Services with Respect to HIV Decease	93.918				760,943
HIV Prevention Projects for the Commonwealth of Puerto Rico and U.S. Virgin Islands (Tod@s II)	93.939				331,062
Total Direct Programs					1,558,271
Pass-through Programs:					
Municipality of San Juan - HIV Emergency Relief Project Grant - Ryan White Part A	93.914				523,613
Total of Expenditures of the Federal Awards				\$	2,081,884

Notes to Schedule of Expenditures of Federal Awards

For the year ended December 31, 2019

NOTE A – BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards (SEFA) includes the federal grant activity of **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc. (the Institution)** under programs of the federal government for the year ending in December 31, 2019. The information in this SEFA is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).* Because the SEFA presents only a selected portion of the operation of **the Institution**, it is not intended to and does not present the financial position, changes in net assets or cash flow of **the Institution**.

The Catalog of Federal Domestic Assistance (CFDA) Number is a program identification number. The first two digits identify the federal department or agency that administers the program and the last three numbers are assigned by numerical sequence.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the SEFA are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in Uniform Guidance wherein certain type of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where available.

NOTE C - INDIRECT COST RATE

The Institution has elected not to use the 10-percent of de minimis indirect cost rate as allowed under the Uniform Guidance.

NOTE D – RECONCILIATION OF EXPENDITURES IN THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS TO NET ASSETS REALEASE FROM RESTRICTIONS

Description	Ryan White Part D	Ryan White Part C	Ryan White Part A	CDC Tod@s	Total
Expenses per SEFA	\$ 466,266	\$ 760,943	\$ 523,613	\$ 331,062	\$ 2,081,884
Add: Depreciation expense		-	1,380	-	1,380
Total net assets released from restrictions	\$ 466,266	\$ 760,943	\$ 524,993	\$ 331,062	\$ 2,083,264

* * * * *



Juan Reyes-Ramis CPA, CFE, MST, CGMA Managing Partner

José A. Colón Álvarez CPA, CGMA Senior Partner

> Eric Rosaly Torres CPA Partner

Jaime Banchs Rodríguez CPA, CGMA Partner

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Directors of **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.** San Juan, Puerto Rico

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.**, "the Institution" (a nonprofit organization), which comprise the statement of financial position as of December 31, 2019, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated December 8, 2020.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.'s** internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.'s** internal control. Accordingly, we do not express an opinion on the effectiveness of **the Institution's** internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Member of:



Compliance and Other Matters

As part of obtaining reasonable assurance about whether **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.'s** financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of **the Institution**'s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering **the Institution**'s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

December 8, 2020

License No. PSC - 196 Ponce, Puerto Rico

Stamp number E429712 was affixed to the original report.

RRCCA Graup, PSC



Juan Reyes-Ramis CPA, CFE, MST, CGMA Managing Partner

José A. Colón Álvarez CPA, CGMA Senior Partner

> Eric Rosaly Torres CPA Partner

Jaime Banchs Rodríguez CPA, CGMA Partner

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Board of Directors of **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.** San Juan, Puerto Rico

Report on Compliance for Each Major Federal Program

We have audited **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.'s** compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.'s** major federal programs for the year ended December 31, 2019. **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.'s** major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.'s** major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.**'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.'s** compliance.

Member of:



Opinion on Each Major Federal Program

In our opinion, **Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.** complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2019.

Report on Internal Control Over Compliance

Management of Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc. is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Puerto Rico Community Network for Clinical Services, Research and Health Advancement (PR CONCRA), Inc.'s internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over a combination of deficiencies, in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

December 8, 2020

License No. PSC - 196 Ponce, Puerto Rico

RRCCA Graup, PSC

Stamp number E429713 was affixed to the original report.

Schedule of Findings and Questioned Costs

For the year ended December 31, 2019

I. Summary of audit results:

Part I - Financial Statements

1. Type of auditor's report issued:	☐ Unmodified opinion ☐ Adverse opinion	Qualified opinion Disclaimer of opinion
2. Internal control over financial reporting:		
a) Material weakness(es) identified?b) Significant deficiency(ies) identified?	☐ Yes ☐ Yes	☑ No☑ None reported
3. Noncompliance material to financial statements noted?	Yes	🛛 No
Part II - Federal Awards		
1. Internal control over major federal programs:		
 a) Material weakness(es) identified? b) Significant deficiency (ies) identified? 	☐ Yes ☐ Yes	☑ No☑ None reported
 Type of auditor's report issued on compliance for major federal programs: 	Unmodified opinion	Qualified opinion Disclaimer of opinion
3. Any audit findings disclosed that are required to be reported in accordance with 2CFR 200.516(a)?	☐ Yes	🖾 No
 Identification of major federal programs: 	CFDA Number(s)	Name of Federal Program or Cluster
	93.153	Ryan White Part D - Primary Care
	93.939	HIV Prevention Projects for the Commonwealth of Puerto Rico and U.S. Virgin Islands (Tod@s II)
 Dollar threshold used to distinguish Type A and Type B programs: 	⊠ \$750,000	
6. Low-risk auditee	🛛 Yes	□ No

Schedule of Findings and Questioned Costs, Continued

For the year ended December 31, 2019

II. Findings related to financial statements reported in accordance with GAGAS:

None reported.

III. Findings and Questioned Costs for Federal Awards:

None reported.

Summary Schedule of Prior Findings

For the year ended December 31, 2019

Fiscal year	Finding		
Ended	No.	Condition	Status

No prior year audit findings to follow-up.