

Payment of Provider Accounts on SIMS

Objectives, Targets & Performance Indicators

Objective	Target	Performance Indicator
SAPS agencies have developed and implemented a procedure to enter creditor's accounts on SIMS so as to ensure payment in accordance with Treasurer's Instruction 11.	All SAPS agencies reduce the number of late payments and the amount of interest paid.	Implemented policy/ procedure

Purpose

The purpose of the guideline is to ensure all SAPS agencies have developed and implemented a procedure outlining how invoices are entered in the SIMS database to ensure account payment performance is recorded correctly for the requirements of:

- Treasurer's Instruction 11 – Payment of Creditors Accounts

Context

Clause 11.10 of the Treasurer's Instruction 11 states 'Chief Executives of each public authority must develop, document, implement and maintain policies, procedures, systems and internal controls relating the payment of creditors' accounts'.

Overview

This Practice Note should be interpreted and applied in accordance with Treasurer's Instruction 1 'Interpretation and Application'.

For all other undisputed invoices, payment should be made within thirty days of:

- the date the GST compliant invoice is first received by the public authority.

For all other invoices, payment should be made within thirty days of:

- the date the claim was accepted
- the date the sealed orders were received by the Injury Management Unit

Where the payment is not received in 30 days, the public authority will pay an interest penalty when specific criteria are met in accordance with Treasurer's Instruction 11.

SAPS Practice

Injury Management Units are to:-

- For all invoices received **prior** to the offer and acceptance by the worker of the offer of interim benefits, alter the SIMS 'Date Received' to reflect the date of the acceptance by the worker of the offer of interim benefits;
- For all invoices received **prior** to the acceptance of liability, alter the SIMS 'Date Received' to reflect the date of the acceptance of liability (i.e. date of claim acceptance, date the SAET sealed orders were received, etc.);
- For all invoices received **after** the acceptance of liability, accurately enter SIMS 'Date Received' being the date the invoice was received by the relevant Injury Management Unit.

Attachment: Treasurer's Instruction 11