

## **BUSINESS SNAPSHOT**

### ***HOLY CROSS HOSPITAL***

#### **Business Overview**

Holy Cross Hospital provides healthcare education through several displays and the Jeopardy game. In order to use the services, each business is obligated to pay a \$2 healthcare insurance bill to Holy Cross. HC Hospital does not have a loan to pay, but they still deposit the payment checks into their business account.

#### **Business Activities**

- During Business Start-Up, the Healthcare Manager prepares invoices for every other business. The invoice forms are included in the supplies that the Healthcare Receptionist picks up from the Supply Center.
- After the National Anthem, the Healthcare Manager delivers the invoices to each business CFO and reminds them to mail the payment check.
- During the first break period, The Healthcare Receptionist passes out vouchers to the employees of every business. The vouchers are included in the supplies that the Healthcare Receptionist picks up from the Supply Center
- During their break period, citizens bring their voucher to Holy Cross, complete a health survey, use the health displays, and the play the Jeopardy game.
- The Healthcare Receptionist collects the vouchers and checks the citizens off on a Registration Checklist attached to their clipboard.

#### **Employee Responsibilities**

- **CEO** Signs all paychecks and business checks and assists all other employees with health displays.
- **CFO** Issues paychecks to each employee and prints checks to pay all business costs for the day. Makes business deposits.
- **Healthcare Receptionist** Picks up supplies using the \$5.00 from the CFO, delivers vouchers to all citizens, registers customers and gives them a Health Care Assessment survey.
- **Healthcare Manager** Prepares and hands out invoices to every other business CFO, reminding them to mail payment. Also assists customers when they come in to use the displays.