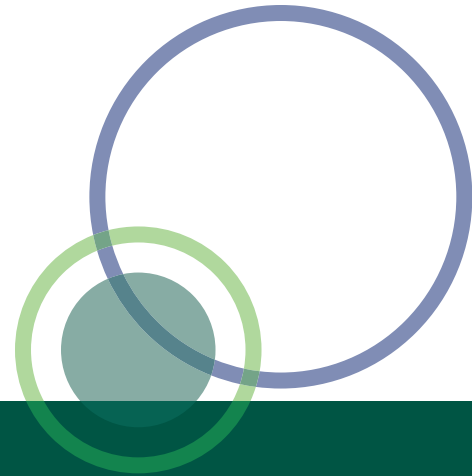


AMELIO™ CASE STUDY

Schultheis & Panettieri Finds Practical Solution for Difficult Audit Areas



About Schultheis & Panettieri, LLP

Founded in 1927, Schultheis & Panettieri, LLP is a leading provider of accounting, auditing and tax services in the New York Tristate Area and along the East Coast. Based on Long Island, with an office in Manhattan, Schultheis & Panettieri, LLP's 115 employees are committed to building and maintaining strong relationships with their clients.

THE CHALLENGE

Schultheis & Panettieri, LLP is one of only a handful of firms in the United States that offers auditing services for multiemployer benefit plans. Because of the highly specialized nature of this service, SNP found that off-the-shelf audit methodology solutions and workflow/task-tracking products were too general to be helpful in managing its checklists and forms. These out-of-the-box products were geared toward single-employer benefit plans, so SNP was forced to create manual checklists and forms, a laborious task that took numerous employee hours and reams of paper to complete.

In general, benefits audits are often more cumbersome and time-consuming than other types of audits, and it's easy for benefits auditors to miss questions — or ask too many. Multiemployer benefit audits are even more complex because they involve reaching out to many employers who purchase benefits under the umbrella of a labor union.

Because of the complicated nature of its work, SNP was looking for a third-party process-management platform that also allowed for individualized customization in order to better and more efficiently serve its niche market.

THE SOLUTION

SNP chose Amelio by HKMP Technologies, a simple but powerful platform that helps companies manage, monitor and control complex forms and checklists. While Amelio is an automated solution, it is both highly customizable and logic-driven — the user determines both the questions and the rules — which is exactly what SNP needed to help streamline its multi-employer benefit plan auditing process.

SNP had worked with HKMP Technologies previously and cited the direct access it had to the company and its developers as a key benefit to purchasing the

product. Through one-to-one interaction, SNP has been able to have its individual questions addressed quickly and thoroughly. And SNP has been able to provide input about Amelio that helps drive updates and upgrades, which benefits both SNP and other Amelio clients.

While robust, Amelio is also user-friendly, which was essential to getting change-averse employees on board with a new platform and process.

THE RESULTS

After setting up a framework to fine-tune checklists and forms in Amelio, SNP found that having a logic-driven platform in place has allowed the company to become both more efficient and compliant on the back end, saving time and, ultimately, money.

Amelio offers a toolset to let clients easily build logic-driven checklists and forms. During the auditing process, depending on how the client answers a given question,

relevant questions appear in the checklist or on the form while irrelevant ones disappear. Plus, questions can be added on the fly, a powerful feature not offered by off-the-shelf products. As these questions are added, they're captured by Amelio and integrated into the checklist or form. The ability to customize the process, while still using a paperless, technology-driven platform, has helped SNP to conduct more comprehensive audits tailored to the clients they serve.

Another benefit SNP cites is the ability to lock down checklists and forms in PDF format after the audit is complete, allowing greater control and security of the content.

Additionally, as the completed checklists and forms roll over from year to year, they merely have to be reviewed and updated rather than completed from scratch; as a result, a Q&A that took eight to 12 personnel hours to complete last year will only take one to two hours to complete this year.

THE OPPORTUNITIES

Another arduous task for SNP is tracking engagement letters, so the company has begun to utilize Amelio's powerful workflow management tools to implement a paperless, automated process. The company is taking full advantage of features like role-based task assignments, notifications and milestone due dates for projects.

The result is that more employees are getting involved with the workflow (e.g., reviewing letters up front to make sure they're accurate). And after decades of using a manual auditing system, the firm's partners are becoming more familiar and comfortable with a technology-driven platform like Amelio. The goal is to get all the SNP partners acclimated with using Amelio's workflow tools through the engagement letter process so that next year, the company can convert the entire employer benefit auditing process to Amelio. •



About AMELIO

From addressing complex internal and external governance requirements to managing an array of routine business processes, organizations across industries increasingly rely on forms and checklists to manage compliance. Amelio is a powerful yet flexible platform for managing compliance and business processes.

Designed for speed, efficiency and accountability, Amelio makes it easy to streamline, automate and manage compliance forms, checklists and processes to each organization's specific needs. With robust workflow capabilities to ensure that the right people are taking the right actions at the right time, Amelio can add significant value to virtually any compliance or form-driven business process in any industry.

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