Florida PALM
Planning, Accounting, and Ledger Management

Task Instructions

Task ID: *FUNC53*
Wave: *Financials Wave*
Task Name: *Identify Any Obstacles Prohibiting the Adoption of AP, PO, GL, AR, BI, and CM Modules Functionality*
Task Type: *Business Processes*
Task Due Date: *November 12, 2021*

Task Overview

Your agency is participating in Module Workgroups and gaining a better understanding of the Financials Wave business processes, interfaces, data conversions, and reports for the Accounts Payable (AP), Purchasing (PO), General Ledger (GL), Accounts Receivable (AR), Billing (BI), and Cash Management (CM) modules. Discussions during the Module Workgroups are designed to help your team plan for the adoption of Florida PALM functionality at the Financials Wave. If during these discussions obstacles are identified that may prohibit your adoption of the standardized Florida PALM functionality, you should begin documenting and creating a plan to overcome the obstacles. Use the template provided to document identified obstacles. Record one response for your agency. Your response will be discussed during a monthly Touchpoint.

Please note, the majority of the CM module was implemented at the CMS Wave launch in July 2021. Share feedback on the Manage Revolving Funds (80.2.7) process, as that will be new functionality at the Financials Wave.

What will the Florida PALM Team do with this information?

The Florida PALM Team will use this information to support your agency as you begin your business transformation to adopt Florida PALM. The Project will also share responses with the Executive Steering Committee (ESC) prior to their approval the additional detail incorporated into the Business Process Models in January 2022.

Task Instructions

Work with your agency's Change Champion Network (CCN) and those attending the Module Workgroups to coordinate who will be completing each of the items involved with this task.

Instructions
1) *Continue participating in AP, PO, GL, AR, BI, CM Module Workgroups to gain an understanding of the Florida PALM business processes, interfaces, data conversions, and reports at the Financials Wave.*
2) *Plan for the adoption of AP, PO, GL, AR, BI, CM module functionality following the Module Workgroups.*
3) *If obstacles that prohibit the adoption of AP, PO, GL, AR, BI, CM module functionality are identified, begin documenting these obstacles on the feedback template provided.*
4) *Be prepared to discuss any obstacles your agency identified as prohibiting adoption of Florida PALM functionality with your Readiness Coordinator during the monthly touchpoint.*
5) *Submit the Feedback Template by* **November 12, 2021** *to* FloridaPALM@myfloridacfo.com

Supporting Materials & Resources:

- *Feedback Template for AP, PO, GL, AR, BI, CM*

- *Meetings & Workshops* (session recording, session outline, study guide, updated Business Process Models)
- *Pathfinder*