



INPERIUM MANAGEMENT SERVICES, INC.

Inperium arranges for the provision of management, oversight, governance, and support services through its wholly-owned subsidiary, Inperium Management Services (IMS), to allow its affiliates to fulfill their respective missions and directions. IMS is a philanthropic, supporting organization and through a management services agreement performs and carries out the operational, management, administrative, staffing and other shared services for its Supported Organizations or its Network Constellation of Organizations.

The affairs of IMS are governed by a Board of Directors. In accordance with their Bylaws, the majority of the members of the Board are persons who also serve as directors of the Supported Organizations. The current officers of IMS consist of a President, Chief Executive Officer, a Vice President, a Secretary, and a Treasurer.

All services can be elected in full or ad hoc and are customizable to the Supported Organizations based on their unique needs. Management of the operation of the affiliate, includes, but is not limited to, human resource management, information technology, corporate compliance, and administration, including the use of best business practices to maintain the profitability and efficiency of the affiliate.

These actions are in connection with the operation of the Supported Organizations to assist them with fulfilling their respective missions; the fees collected from the Supported Organizations are paid at fair market value and is the estimated actual cost to IMS to provide the services. The fee, term and method of reimbursement for Shared Services provided by IMS will meet ALL statutory, tax and GAAP standards.

PREAMBLE

IMS is a value chain benefactor, utilizing workforce talent and scale economies to provide staffing, systems and service platforms through a hybrid global-local approach while cultivating positive people impacts.

MISSION

To supply talent and operational systems to service-oriented customers and networks by providing value and savings leveraging our collective resources with peerless customer service.

VISION

To be recognized as a premier employer and the leading provider of operational systems & platforms for our customers to benefit their Missions & Communities.

CORE VALUES

Responsiveness - Quality - Deliver Cost-Effectiveness – Transparency

LOGO EXPLANATION

United with the Inperium logo, as the predominate central figure, the bee & its indiscriminate flight path suggest an intent centralized management team leader coordinating all the network constellations back office & shared support activities.

IMS is a Pennsylvania nonprofit corporation, whose sole member is Inperium, Inc., is classified by the IRS as a 510(c)(3) & a 509(a)(3) organization.



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Abbreviated Listing of Shared Services Available:

<ul style="list-style-type: none"> ❖ FINANCE <ul style="list-style-type: none"> ➤ Accounting ➤ Auditing ➤ Financial Statement Preparation ➤ Tax Services ➤ Cost Reporting ➤ Treasury/Banking & Cash Flow Management ➤ Payroll ➤ Time and Attendance ➤ Representative Payee Management ➤ Billing, Collections and Cash Application ➤ Budgeting/Forecasting ➤ Key Performance Indicator (KPI) Reporting ❖ HUMAN RESOURCES/STAFF DEVELOPMENT & TRAINING <ul style="list-style-type: none"> ➤ Human Resource Management ➤ Employee Recruiting ➤ Employee Benefits Review, Design and Participation ➤ Compensation Design and Administration ➤ Employee Training <ul style="list-style-type: none"> ▪ Web Based Staff Training ➤ Workforce Planning and Deployment ❖ INFORMATION TECHNOLOGY SERVICES <ul style="list-style-type: none"> ➤ Vendor Management & Procurement ➤ Remote & On-site Help Desk Support ➤ Managed Backups of Critical IT Resources & Data ➤ Network Design, Security and Administration ➤ Server Management ➤ Virtualization ➤ Remote Management of Critical Systems ➤ Software Licensing Management ➤ Systems & Software Patching ➤ E-mail and Collaboration Services & Support ➤ Secure Remote Access to Applications & Files ➤ Website and Domain Services Administration 	<ul style="list-style-type: none"> ❖ INFORMATION TECHNOLOGY SERVICES (continued) <ul style="list-style-type: none"> ➤ Electronic Medical Records (EMR) Support ➤ Microsoft Exchange Webmail and Outlook E-mail ➤ Dell Sonicwall Remote Access VPN Services ➤ Microsoft Active Directory Management; SQL Server; Office Suite ➤ Microsoft Server & Workstation Operating Systems ➤ VMWare Server Virtualization ➤ Barracuda Secure Backup to the Cloud ➤ HP File & Print Services ➤ Business Intelligence and Analytics; Dashboards ❖ PROGRAMMATIC ENRICHMENT (OPTIONAL) <ul style="list-style-type: none"> ➤ Licensure and Accreditation ➤ Program Risk Management Reporting and Analysis ➤ Statutory/Regulating/Corporate Compliance and Reporting ➤ Medication Management ➤ Transportation ➤ Company Programmatic Licensure and Review ➤ Community Based Nursing & Healthcare Coordination Programs ➤ Assessment, Development and Implementation of Healthcare Processes and Protocols ➤ Health Series Trainings ➤ Progress Note Review ➤ MA Exclusionary Audits ➤ Quality Management Plan Creation ❖ BUSINESS OPERATIONS <ul style="list-style-type: none"> ➤ Property, Casualty and Liability Insurance ➤ Facilities Maintenance and Energy Conservation ➤ Facilities Project Management/Site Location & Development ➤ Zoning, Permitting & Codes Compliance ➤ Legal Services ➤ Governmental Regulations and Advocacy ➤ Policy Development ➤ Fleet Management and Repair Services ➤ Strategic Plan Development ➤ Grants Application & Grant Writing ➤ Worker's Comp Review
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