

ObGyn Faculty, staff and non-employees assigns MPA and Fin Spec as delegate to enter reimbursement requests

Delegate enters/ audits reimbursement data and uploads documents

Reimbursemt Data

Reimbursement data sent to Manager for processing

Manager is Department Administrator?

Manager REASSIGNS & DELEGATES to Department Administrator

Non-DA Managers
Kara Mulligan
Carol Hulland
Shabvon Johnson
Cheryl Sindberg
?Jody Silva
?Ruth Janto-Wolter

?non-employees?

ObGyn New UWH E-Reimbursement Flow Process July 1, 2019

Delegate edits ER and resubmits

Department Administrator REASSIGNS to Accountant

Accountant reviews

ER returns to faculty/delegate for update/ correction

Accountant Approves?

ER is auto returned to DA who approves and ER is sent to UWH Auditor