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Mobile Suite –  
One of three components of AMS’ Combined Suite

Mobile Suite, one of the **three** components of AMS’s **Combined** Suite, merges both categories **of** audit and inspections into a configurable and flexible field tool. It incorporates features of both Audit Win Plus and Inspection Plus as well as Inventory Manager; providing all the utility functions typically needed in the field.

Both uploading and downloading of audits and inspections are achieved with a single click of the transmit icon. The incorporation of Inventory Manager gives the user all the reports available including itinerary reports, work time detail reports, transaction report, transmission report and error

log.

Mobile Suite offers three methods of completing an audit including:

- Open Excel spreadsheet
- Template
- Active Entry

**Open Excel Spreadsheet** – this method is perfect for smaller audits with limited data entry requirements for payroll. It also works nicely if the insured provides an output Excel spreadsheet from their payroll system, since the system allows you to import that worksheet, then reference it directly or indirectly in order to summarize the payroll data contained within it. These fields representing

the final exposures can then be linked over to the classes with a simple right click, allowing a quick and easy method that is also highly flexible.

**The Template Approach** – spreadsheet templates are easy to capture or prepare in advance for preparing the audit. They are then stored in a Template file, and are instantly available whenever you want to use one for a specific audit. This promotes a similar approach to the work for what is many times a very diversified field staff, and makes reviewing the completed audits easier and quicker. It also expedites work completion, es-

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## LTC Insurance being purchased by younger individuals

Long Term Care insurance is being bought by younger and younger individuals. In 1995 the average age was 62 and in 2005 it was down to age 61. The average age group has gone from those in their 70’s when it was sold as nursing home insurance when long term care insurance was first introduced in the 1970’s. With the cost of nursing home care at approximately \$75,000 a year in 2007 and projected to rise to nearly \$200,000 by the year 2025, long term care insurance to cover these expenses and protect individuals’

assets becomes more and more crucial.

Barbara Basler in an article in the A.A.R.P. Bulletin Today said: “The best long term care policy has a reasonable deductible, covers a wide range of care options, guarantees a sufficient financial benefit and is buttressed by inflation protection..”

Some feel the premiums are too expensive and, as with health insurance premiums must be paid to keep the policy in force. If life situations change and

the premium becomes too expensive then whatever has been paid in will be lost, along with the coverage.

Jesse Slome, executive director of the American Association for LTC insurance said: “There are discounts available today to those in good health, for non-smokers, married couples or even domestic partners.” An additional nine percent can be saved by paying annually instead of monthly with another eight percent savings by simply being

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### Mobile Suite— One of three components of AMS' Combined Suite

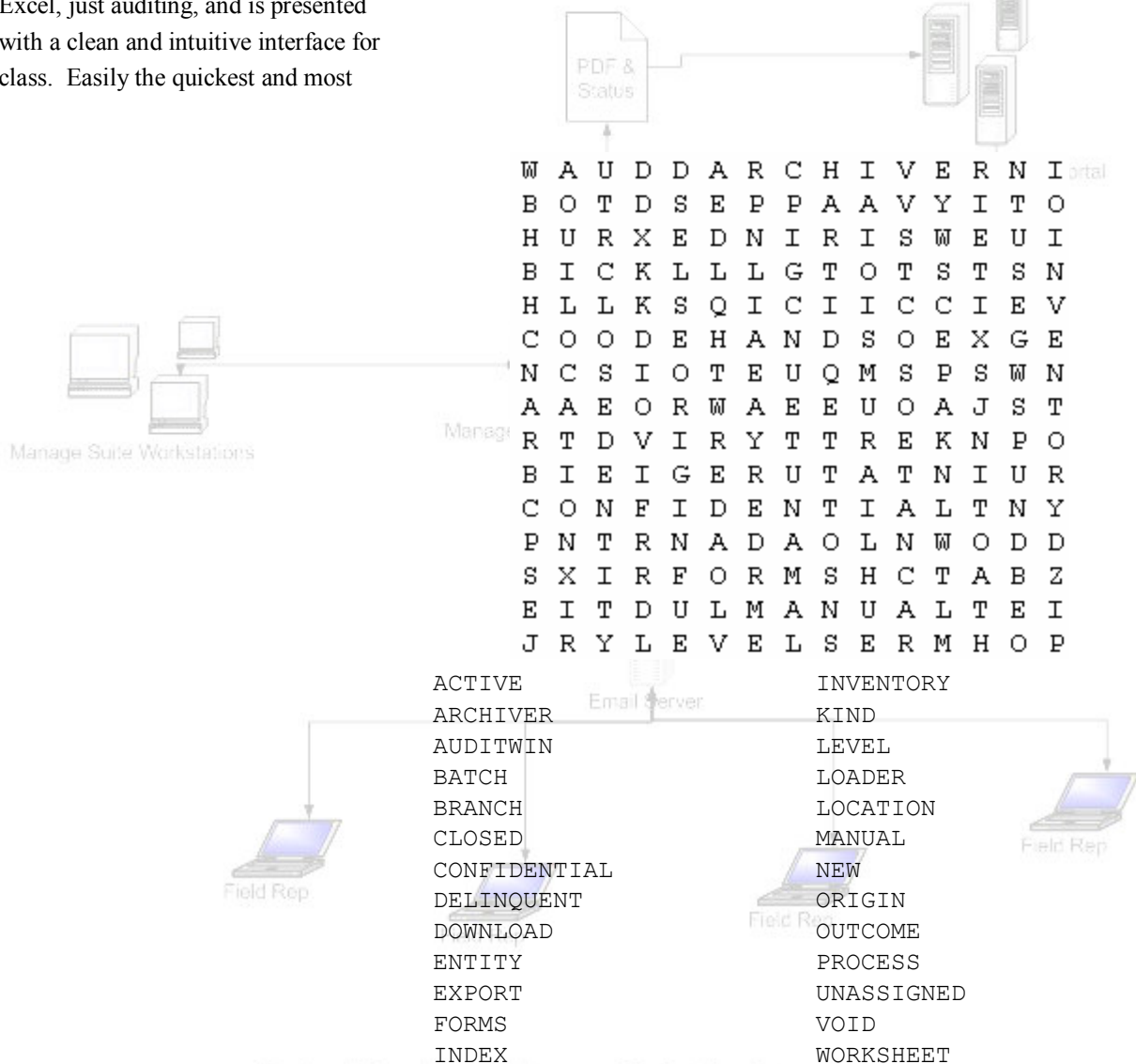
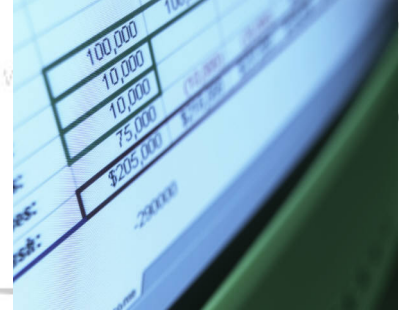
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pecially for auditors who are not comfortable in creating spreadsheets from scratch.

**Active Entry** – Of all three, this method saves the most time and effort, and has gained widespread acceptance. Essentially, the auditor does not need to know anything about Excel, just auditing, and is presented with a clean and intuitive interface for class. Easily the quickest and most

effective way to summarize an audit, this method has been used effectively on multi-location and multi-entity audits with classes numbering in the multiple thousands.

This is just a brief overview of Mobile Suite; for further details and documentation please contact us at: [Sales@advmgmt.com](mailto:Sales@advmgmt.com).



Typical Combined Manage Suite Configuration

## ERGO Corner

Are you experiencing headache or twinges of back or neck pain? Have you thought about your daily routine and whether it is contributing to these feelings? Pain is not necessarily a bad thing because it is your body's way of alerting you that something is wrong; possibly a repetitive motion causing overwork of a specific muscle group.

Users who spend two hours or more per day working with computers and those using laptops in particular need to be aware of their body position while inputting those numbers on the spreadsheet or dashing off an e-mail to your reviewer stating the audit is completed and the bill has been submitted. Why not take a moment while the validation process is working and make adjustments to your work station? Take a quick ergo break to look away from

the screen at an object further away. Or gently move your neck from side to side or shrug your shoulders.

Laptop usage is problematic in adjusting to an ergonomically correct position because the screen and keyboard are attached and cannot be independently adjusted. It is best to use a detachable keyboard and mouse if at all possible. This allows more flexibility in positioning. The keyboard should be in a negative tilt

with it angled slightly back. This will help to keep the wrists in a straight, neutral position. Keeping the keyboard at a relaxed elbow



height can also help to maintain this neutral position.

Making sure the screen is positioned properly is just as important. It should be 18 - 30" away which can easily be measured as an arm's length and a good opportunity to stretch the muscles in one arm. Tilting the screen so that it is perpendicular to the line of sight helps alleviate eye strain, as does adjusting it for glare.

A comfortable chair that can be slightly tilted backward and provides lumbar support is important to proper positioning. Literally using the computer on your lap has been shown to cause injury to the user due to the amount of heat produced by the computer. Burns and even infertility due to this heat have been reported. This can be addressed by placing the laptop on a pillow or purchasing an adjustable laptop stand.

Server with Link for External Users

*"Laptops have been shown to cause injury to the user, including burns and infertility, ... due to the amount of heat produced"*

Server Hosting the Portal

The internet has a wealth of information on setting up an ergonomically correct workstation and addressing the special concerns associated with laptops – but do not spend more than two hours researching this without an ergo break or two.



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### Long term care

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accepted prior to your next birthday.

With the cost to purchase a policy offering a \$150 a day benefit at around \$1000 to \$1500 a year at age 55 and in the \$2000 range if aged 65 when signing up, it is a challenge for individuals to make the decision of when to purchase this coverage. Other factors affecting the price within the ten year time span are the possibility of the premium rising or the individual's health status changing in the ensuing years.

A.A.R.P. estimates the premium costs at \$3000 for a 55 year old and \$5000 for a 65 year old.

So no matter what age you are there are many variables to consider and almost as many carriers to choose from.

