



## Diane Chamberlin

### Qualifications Summary

Diane is an accounting professional with 30 plus years of experience in healthcare, retail, professional and manufacturing industries. In her lengthy career she has worked with small business owners as well as in large corporations obtaining a professional reputation of integrity, collaboration, proficiency, and a great attention to detail. She is experienced in all aspects of accounting including full cycle accounting, payroll, financial statement preparation, financial analysis, and budgeting.

### Core Expertise

Payroll • Accounts Payable • Accounts Receivable • General Ledger • Financial Statement Management • Bank Recs • Account Reconciliation • Journal Entries • Month End Close • Budgets • Forecast Consultation • Benefit Administration

### Professional History

ASP	Consultant	2022 – Current
Envision Physician Services	Division Controller	2016-2021
Sheridan Healthcare	Division Controller	2013-2016
Medical Anesthesia Consultants	Controller	2007-2013
Anesthesiologists Associated	Accounting Manager	1998-2007
United Grocers	Senior Accountant	1995-1998
Perrin, McMillan and Miller CPA's	Senior Accountant	1987-1995

### Accomplishments

- Set up accounting system for pain clinic startup
- Worked as part of a team in the marketing and sale of Medical Anesthesia Consultants. As part of the team, she supplied and presented detailed accounting information and analysis for perspective buyers ultimately resulting in the sale of the group to Sheridan Healthcare.
- Converted Medical Anesthesia Consultants financials from cash to accrual for transition to Sheridan Healthcare
- Consulted with programmers in multiple billing company transitions in the creation of billing reports used by the clinicians and for the calculation of payroll
- Created a sophisticated productivity payroll system to track and pay accurately over 200 clinicians per pay date.

### Education / Licenses

- Bachelor of Arts in Business Administration, Major – Accounting, University of Portland

### Software

MAS90 • SAGE100 • Oracle • Lawson • ADP • Paychex • Concur • Microsoft Excel • Work • Access • Outlook