Dental Accounting Cleanup Checklist

Ten checks before your dental accounting cleanup starts

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Most dental accounting problems are small, repeated, and cheap to prevent. Work through these before your consultation, and bring the answers with you.

- [ ] **1 Separate lab fees from supplies**
  The one split that makes margins readable.
- [ ] **2 Pull personal costs out of clinic accounts**
  Or they become a taxable shareholder benefit.
- [ ] **3 Check the shareholder loan balance**
  Outstanding past the deadline means personal income.
- [ ] **4 Review associate classification**
  Employee or contractor, tested against CRA rules.
- [ ] **5 Reconcile merchant deposits monthly**
  Match collections to bank and practice software.
- [ ] **6 Split exempt care from taxable supplies**
  Input tax credits apply to taxable work only.
- [ ] **7 List equipment by CCA class**
  Class 8, Class 12, Class 13, Class 50.
- [ ] **8 Apply the half-year rule**
  First-year claim is halved on new assets.
- [ ] **9 Accrue unbilled lab and supplier costs**
  Before the year-end close, not after.
- [ ] **10 Book a monthly close**
  Errors found at $2,000, not at $24,000.

PRO TIP

Clear the shareholder loan before the deadline. It is the one item on this list that reaches you personally rather tha

What happens next

1 Free consultation
2 Flat fee, HST included
3 Set up and monitored

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