CAROL ON CALL BUSINESS SERVICES LTD.

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Discovery Diagnostic Review

Who are we?

Carol On Call Business Services Ltd. provides full-cycle, cloud-based bookkeeping and accounting support for small businesses. Led by a Certified Professional Bookkeeper with decades of experience, our focus goes beyond simply recording transactions. We help business owners understand what is happening in their books, identify areas that need attention, and build reliable financial systems that support better business decisions.

Why do we start here?

Before we can recommend services or provide accurate pricing, we need to understand the current condition of your books.

Think of it like taking your vehicle in because the engine is making a noise. A reputable mechanic cannot tell you the repair cost until they determine what is causing the problem. Your bookkeeping is no different.

What do you get from this?

The Discovery Diagnostic Review allows us to look under the hood – identifying what is working, what is not, and what may be missing. You will receive a comprehensive written report outlining our findings, including what is working well, areas requiring attention, items that may be missing or incorrectly set up, and our recommendations for next steps.

We then meet with you to walk through the findings so you understand the current state of your books and what should happen next. Whether you choose to move forward with Carol On Call or not, the Discovery Diagnostic Review gives you valuable insight into the health of your bookkeeping and a clearer path forward.

This is an investment in understanding your business.

When will I get a price?

Once the Discovery Diagnostic Review is complete, we have the information needed to properly assess the scope of work required.

Rather than guessing at a monthly fee based on limited information, we build your pricing package around the actual condition, volume, complexity and needs of your business.

Your proposal is based on your business – not a generic bookkeeping package.

Nurturing your business means nurturing your books.

Your Discovery Diagnostic Review includes:

This is a paid professional service designed to give both you and our team a clear understanding of the current state of your bookkeeping before ongoing services and pricing are discussed. We will require access to your QBO data file – easy peasy, just invite us in.

- Review of the Chart of Accounts – the backbone of your books
- Chart of Accounts structure and organization (excluding additional integrated apps)
- Bank feeds and bank rules
- Bank and credit card reconciliations
- Accounts Receivable (A/R) and Accounts Payable (A/P) health check
- Management reporting setup
- Financial dashboard and reporting
- Accruals and prepayments
- Fixed assets and depreciation tracking
- Applicable Sales Tax setup and reporting
- Industry-specific bookkeeping considerations

What happens next? Once we have reviewed the findings together, we will discuss our recommendations and the options available to you. If we are a good fit to work together, we will prepare a customized service and pricing package based on the actual needs of your business. No guesswork. No cookie-cutter packages. Just a clear understanding of where your books stand and what they need next.