

## Chargeout rates

All Acclipse Practice Manager users have a default chargeout rate which is used in all jobs the user works on unless the relevant person in your firm has set up another chargeout rate to override the default rate. The relevant person in your firm can also assign a user to a job with a specific chargeout rate. If they do, all the time the user spends on the job will be charged out at this rate. All other time for this user on all other jobs will be charged at their normal rate.

The relevant person in your firm can also have certain team members charged out at a specific rate for all work done on all jobs for a client by assigning the relevant team members to the client with their specific chargeout rates. This saves you having to go into each job and specify its custom chargeout rate. Additionally, if your firm wishes to charge out a specific activity for all clients performed by a specific individual at a different rate, you can do this by setting up a special activity code with the required rate.

Here's the sequence of priority in chargeout rates (ie which settings override the others from highest to lowest):

1. Default user chargeout rate
2. Chargeout rate for specific activity code
3. Chargeout rate for specific activity code and team member
4. Chargeout rate for specific team member and client
5. Chargeout rate changed for an individual job