

Practice Management

The Practice Management functionality of Liberate Legal Accounts supports all aspects of financial Practice Management and has all the capabilities expected in a modern and comprehensive legal accounting system. A full ledger set with aged debt, forecasting and budgeting capability is incorporated. Seamless integration to leading office productivity tools such as Microsoft Outlook, Word and Excel are delivered as part of the Liberate core product.

Financial Management

- ❖ Money Laundering
- ❖ Automated Bank reconciliation
- ❖ Centralised Client record
- ❖ Ability to set disbursement, fee and WIP limits
- ❖ Multiple client, office and deposit accounts
- ❖ Budget analysis with variance reporting
- ❖ Open Period Accounting
- ❖ Daily Audit of all transactions
- ❖ Multiple VAT categories – auto produced VAT return
- ❖ Client Interest calculator
- ❖ Archive manager

Time Recording

- ❖ Billable and non-billable
- ❖ On screen timesheet entry
- ❖ Standard time charges per document
- ❖ Multiple billing rates per fee earner
- ❖ Clock based time recording
- ❖ Up to 5 active clocks
- ❖ Time sheet monitoring
- ❖ Missing time sheet notification
- ❖ Auto Time revaluation
- ❖ Supports LSC work

Nominal Ledger

- ❖ Profit and Loss reports
- ❖ Balance sheet reports
- ❖ Trial balance reports
- ❖ Reports by Cost Centre, Branch or Practice
- ❖ Accrual, Prepayment, Reserve postings
- ❖ Journal posting
- ❖ Budget Variance reports

Purchase / Counsel Ledger

- ❖ Efficient management of purchasing
- ❖ Controls purchase invoices and payments

Credit Control

- ❖ Client and Matter based
- ❖ Produces letters, statements, memos or e-mails
- ❖ User defined collection procedures
- ❖ Procedures definable by client
- ❖ Clients on stop/ hold/ suspense
- ❖ Ability to chase specific billing addresses

Reporting

- ❖ Wide range of standard reports (approx 140)
- ❖ An inbuilt reporting tool allows user definable reports
- ❖ Reports can be stored for later use
- ❖ Reports can be printed, stored, emailed
- ❖ Ability to schedule reports to run at preset times
- ❖ Reports can be exported to external products e.g. Excel
- ❖ Retrospective reports
- ❖ Secure and controlled data access

Fee Earner Desktop

- ❖ Provides client and matter enquiries
- ❖ Client and matter maintenance
- ❖ On Screen time recording
- ❖ Online Cheque requisition
- ❖ Automated billing with billing wizard
- ❖ Conflict of interest search (3 levels)
- ❖ Full drill down on all financial data

Liberate Practice Management meets the Law Society Solicitors Accounts and Franchise Rules, Deposit Interest Rules and is Criminal Defence Service (CDS) compliant

- ❖ Automatic Forms Production – CDS6, CDS7, CDS9, CDS11
- ❖ UFN generation including lead UFN
- ❖ Supervision and file review system
- ❖ Case Budget / Limit monitoring
- ❖ LAFQAS 2001 complaint

“An excellent all-rounder” and **“favourite system”** are just two of the comments from the Law Society Software Solutions Guide panel.