

Adaptive Consulting LLC

INVOICE

Susan Kim Harris
703-953-4644
susankharris1@gmail.com

INVOICE # 01
DATE May 1, 2017

Date	Quantity/ Hours	Description	Amount
4/11	1	Emails/printing manual, ombudsman's reports, HCPSS guidance & policies	\$165
4/12	2	Phone call Caryn	\$330
4/13	1	Review of 2016 legislation regarding PIA	\$165
4/13	1	Review of HCPSS policies and circulars	\$165
4/14	1	Review of attorney lists request	\$165
4/14	2	Exemptions review, attorney general memos, reports review	\$330
4/18	.75	Phone call John, Emily, Caryn	\$123.75
4/18	0.5	Phone call John	\$82.5
4/18	1	Review PIA media request	\$165
4/19	0.5	Phone call John	\$82.5
4/19	1	Review request Krupiarz	\$165
4/19	0.5	Phone call Emily	\$82.5
4/19	1	Review request Krupiarz #2	\$165
4/20	0.5	Phone call Caryn	\$82.5
4/20	2	Review ombudsman report	\$330
4/20	2	Review attorney general report and guidance	\$330
4/20	2	Review HCPSS report	\$330
4/20	1	Draft memo	\$165
4/24	.25	Email Caryn, John, Emily	\$41.25
4/24	.75	Phone call Caryn, Emily	\$123.75
4/24	.5	Phone call John, Caryn, Emily	\$123.75

continued

Received
PO # - 10004712
\$4,043

Date	Quantity/ Hours	Description	Amount
4/25	1	Begin review of templates	\$165
4/26	1	Notes Exemptions: Email Caryn, John, Emily, Kathy - notes exemptions	\$165
		Total	\$4043

Make all checks payable to Susan Harris.

Payment to:

Susan Harris
 11923 Safa Court
 Herndon, VA 20170

703-953-4644
susankharris1@gmail.com

Payment is appreciated within 15 days.

If you have questions concerning this invoice, contact Susan Harris at 703-953-4644 or susankharris1@gmail.com

THANK YOU FOR YOUR BUSINESS!