

Fee Collection in OnlineRME™

The OnlineRME™ service is funded by nominal reporting fees that service providers pay for the reports that they enter into the system. In addition, regulatory agencies can also use OnlineRME to collect their own reporting, contract, or operational permit fees.

These fees can be collected monthly via OnlineRME's automated process or by means of a manually queried report, which shows all activities that have not been billed.

Automated Billing

Whenever service providers file an inspection report, the applicable fees are entered into their queue. These fees include OnlineRME's fee and any additional fees due to one or more regulatory agencies.

At the end of the month, the service provider pays the fees, generally by using a credit card online, if the county has set up this service. The money received is direct-deposited to OnlineRME and the regulatory agencies.

Note the following features of the system:

- An agency can charge whatever it wants for a billable activity, or nothing at all.
- All of the fees due accumulate in the queue until the end of the month. Nothing needs to be paid at the time of filing.
- Each service provider's balance is due on the 1st of the month. The balance must be paid by the 26th of each month, or the service provider's user account will be locked until the balance is paid.
- To accept credit cards as part of the automated billing process, an agency must have an Authorize.net account (<http://www.authorize.net>). This account enables Visa/MC transactions to be conducted through the Web.
- OnlineRME does not collect the fees and send them to the jurisdiction. OnlineRME just provides the third-party billing service that completes and tracks the transactions.

Manual Billing

Some agencies will not or cannot use credit card transactional processing. In this case, they can run an activity report that shows the fees due by company. They can run this report at any interval: weekly, bi-weekly, monthly, etc. When the report is completed, the fees pending are marked as fees billed and can be viewed for historical report purposes (i.e., whom did we bill last month?). In jurisdictions that use manual billing, OnlineRME still assesses its own report fee to the user queue, and service providers still pay it online using a credit card, through the same automated process as described above.