

Law Firms: Find Your IOLTA Risk Score in 2 Minutes

Know if you're truly compliant—without reading a 20-page guide.

INSTRUCTIONS

1. Answer 9 quick yes/no (or multiple-choice) questions—no digging, just your current reality.
2. Add your points.
3. Read your result tier and next steps.
4. Optional: book a 15-minute Trust Check to fix the gaps fast.

Q1. Bank ↔ Trust Ledger Match (Monthly)

- Yes, every month by a set date (+10)
- Sometimes, not on a schedule (+5)
- No formal reconciliation (0)

Q2. Negative Balances by Matter

- We review monthly and have zero negatives (+10)
- We check occasionally; sometimes find negatives (+5)
- We don't check per-matter negatives (0)

Q3. Uncleared Items (Aging)

- We list uncleared checks/deposits monthly and investigate >30 days (+10)
- We see them but don't age/investigate consistently (+5)
- No uncleared review (0)

Q4. Trust → Operating Transfers

- Done only after invoices, tied to matter, documented (+10)
- Sometimes transferred in bulk, then allocated (+5)
- Manual/guesswork transfers (0)

Q5. Clio → QuickBooks Mapping

- Standardized mapping signed off by a partner; no one-offs (+10)
- Mostly standardized; a few exceptions (+5)
- Ad-hoc; different people post differently (0)

Q6. Close Cadence

- Day-7 month-end close (or better) with a checklist (+10)
- Rolling close within ~2 weeks, no checklist (+5)
- Close slips month to month (0)

Q7. Ownership (Role Clarity)

- Admin handles tasks; specialist reviews risk; partner signs off (+10)
- Admin "does it all," partner skims reports (+5)
- No clear owner/reviewer (0)

Q8. Documentation

- Written SOPs for recon, mapping, transfers, review (+10)
- Some SOPs; not current or followed (+5)
- No SOPs (0)

Q9. Exceptions Log

- We maintain a monthly exceptions log with resolution dates (+10)
- Informal notes exist, not centralized (+5)
- No exceptions tracking (0)

Total Possible: 90 points

Scoring & Result Tiers

80–90: Audit-Ready (for real)

You run on variance, not vibes. Keep the cadence tight.

Next step: Add a one-page KPI pack (realization, WIP aging, AR by matter, trust variance) to your Day-7 bundle.

60–79: Close—But Exposed

You'll likely pass if reviewed, but the weak links will burn time: mapping exceptions, uncleared aging, or ownerless steps.

Next step (30-day plan):

1. Lock Day-7 close date and publish a 10-step checklist with owners.
2. Standardize Clio→QBO mapping; ban one-offs.
3. Start a monthly exceptions log.

0–59: At-Risk (fix this now)

Negative balances, missing reconciliations, or bulk transfers = malpractice risk.

Next step (two moves this week):

1. Run the 3 trust checks (bank↔trust match; no negatives by matter; uncleared aging).
2. Standardize trust→operating transfer rules tied to invoices/matters.

Why This Matters

1. **Bar audit:** You either explain variance or you explain yourself.
2. **Cash & credibility:** Clean trust books make partner decks and lender conversations painless.
3. **Time:** Standard mapping + Day-7 close kills rework and rolling chaos.

Get your results plan and book a 15-minute Trust Check:

<https://bluebird-partners.com>