

ANNUAL LONG-TERM CARE QUESTIONNAIRE FOR 2023  
FOR HOSPITALS WITH LONG-TERM CARE BEDS

This is a formal request by the Illinois Department of Public Health for full, complete and accurate information as stated herein. This request is made under the authority of the Illinois Health Facilities Planning Act [20 ILCS 3960/].

Failure to respond may result in sanctions including the following:

“A person subject to this act who fails to provide information requested by the State Board or State Agency within 30 days of a formal, written request shall be fined an amount not to exceed \$1,000 for each 30-day period, or fraction thereof, that the information is not received by the State Board or State Agency”. [20 ILCS 3960/14.1(b)(6)].

This questionnaire is divided into the following sections:

SECTION I

Information on your facility and facility utilization during Calendar Year 2023.

SECTION II

Financial and Capital Expenditure information for your facility for your Most Recent Available Fiscal Year

SECTION III

Patient and Staff Influenza and Pneumonia Immunization  
Covid-19 Pandemic Challenges and Responses

**This questionnaire must be completed and submitted by April 30, 2024.**  
**There will be no exceptions or extensions.**

**Facilities failing to submit the completed questionnaire within the required time frame will be reported to the Illinois Health Facilities and Services Review Board for its consideration of the imposition of sanctions as mandated by the Act.**

**INSTRUCTIONS FOR SUBMITTING COMPLETED QUESTIONNAIRE**

**When you have completed this form and saved the completed form to your computer system,  
please attach the completed form to an Email and send to [DPH.FacilitySurvey@illinois.gov](mailto:DPH.FacilitySurvey@illinois.gov)  
Please put "LTC Questionnaire" in the subject line.**

If you have any questions or issues with this form, please contact this office by telephone at 217/782-3516, or by Email to [DPH.FacilitySurvey@illinois.gov](mailto:DPH.FacilitySurvey@illinois.gov)

Thank you for your cooperation.

## SECTION I

## FACILITY INFORMATION AND UTILIZATION DURING CALENDAR YEAR 2023

Please provide the following information for your long-term care facility:

Facility License Number

Facility Name

Facility Address

Facility City

Facility Zip Code

Facility FEIN Number

If any of the conditions listed below will prevent a prospective patient from admission to your facility, please mark the applicable conditions:

Aggressive/Anti-Social Behavior

Patient Non-Mobile

Chronic Alcoholism

Government Payment Recipient

Developmental Disability

Under 65 Years of Age

Drug Addiction

Patient Unable to Self-Medicate

Medicaid Recipient

Patient Ventilator Dependent

Medicare Recipient

Infectious Disease Requiring Isolation

Mental Illness

Any other Admission Restriction

Patient Non-Ambulatory

None Applicable

If your facility ownership requires that the facility have a agent registered with the Illinois Secretary of State, indicate the name, address and telephone number of the Registered Agent:

Registered Agent Name

Registered Agent Street Address

Registered Agent City, State and Zip Code

Registered Agent Telephone Number

**FACILITY LONG-TERM CARE STAFFING**

Please report the number of Full-Time Equivalent (FTE) staff employed directly by your facility for long-term care during the first pay period of December, 2023. **DO NOT REPORT NUMBER OF HOURS WORKED.** A Full-Time Equivalent of a staff member’s employment is calculated by dividing the number of hours that person worked by the typical hours worked by a full-time staff member in that position. For example, if a staff member worked 16 hours in the pay period, and a full-time employee would typically work 40 hours, that staff person accounted for 0.4 Full-Time Equivalent (FTE).

Due to the wide range of services provided in long-term care facilities, we have included 2 aggregated employment categories: Other Healthcare Personnel, for health-related staff not listed separately, and Other Non-Health Personnel, for staff not directly involved in the provision of health care to patients.

EMPLOYMENT CATEGORIES	FULL-TIME EQUIVALENTS (FTEs)
Administrators	
Physicians	
Director of Nursing	
Registered Nurses	
LPNs	
Certified Aides	
Other Healthcare Personnel	
Other Non-Health Personnel	
<b>TOTALS</b>	

Please indicate the typical number of hours in a work week for a full-time employee:

**FACILITY LONG-TERM CARE ADMISSIONS AND DISCHARGES DURING CALENDAR YEAR 2021**

Please report the number of long-term care admissions to and discharges from your facility during Calendar Year 2023.

**Count only new LTC admissions to and permanent LTC discharges from the facility.** Short-term discharges for Acute or Sub-Acute hospital care, or temporary releases to visit friends or relatives for patients expected to return to the facility are not to be counted as discharges and re-admissions. If a person has been discharged from care, but later in the year is re-admitted, please count both the discharge and the re-admission. The calculated number in the yellow box must equal the totals in the yellow boxes on the following pages.

Indicate the number of LTC patients in your facility on January 1, 2023	
Indicate the number of initial LTC admissions to your facility during 2023	
Indicate the number of permanent LTC discharges from your facility during 2023	
This number should be the number of LTC patients in your facility on December 31, 2023	

FACILITY LONG-TERM CARE UTILIZATION – BEDS, RESIDENTS, PATIENT DAYS  
 LTC Patient Days of Care are TOTALS for care provided during Calendar Year  
 2023. Patient Information is for LTC Patients in the facility on December 31,

<b>BEDS/OCCUPANCY</b>	<b>HOSPITAL SKILLED NURSING UNIT</b>
Licensed Beds – 12/31/2023	
Highest One-Day Beds Set Up	
Highest One-Day Beds Occupied	
Beds Set Up – 12/31/2023	
Beds Occupied – 12/31/2023	
<b>TOTAL LTC PATIENT DAYS OF CARE – CALENDAR YEAR 2023</b>	
MEDICARE	
MEDICAID	
OTHER PUBLIC PROGRAM	
PRIVATE INSURANCE	
PRIVATE PAYMENT	
CHARITY CARE	
TOTALS	
<b>LTC PATIENTS AS OF DECEMBER 31, 2023</b>	
MALES – Under 18	
18-44 Years Old	
45-59 Years Old	
60-64 Years Old	
65-74 Years Old	
75-84 Years Old	
85 or more Years Old	
MALE TOTALS	
FEMALES – Under 18	
18-44 Years Old	
45-59 Years Old	
60-64 Years Old	
65-74 Years Old	
75-84 Years Old	
85 or more Years Old	
FEMALE TOTALS	
TOTAL RESIDENTS	

	HOSPITAL SKILLED NURSING UNIT
<b>LTC PATIENTS BY RACIAL GROUP AS OF DECEMBER 31, 2023</b>	
ASIAN	
AMERICAN INDIAN	
BLACK/AFR. AMERICAN	
HAWAIIAN/PAC. ISL.	
WHITE	
RACE UNKNOWN	
TOTALS	
<b>LTC PATIENTS BY ETHNICITY AS OF DECEMBER 31, 2023</b>	
HISPANIC/LATINO	
NOT HISPANIC/LATINO	
ETHNICITY UNKNOWN	
TOTALS	
<b>PATIENTS BY PRIMARY PAYMENT SOURCE AS OF DEC. 31, 2023</b>	
MEDICARE	
MEDICAID	
OTHER PUBLIC PROG.	
PRIVATE INSURANCE	
PRIVATE PAYMENT	
CHARITY CARE	
TOTALS	
<b>PRIVATE PAYMENT DAILY ROOM RATES AS OF DEC. 31, 2023</b>	
PRIVATE ROOM	
SHARED ROOM	

## LTC RESIDENTS AS OF DECEMBER 31, 2020 BY PRIMARY DIAGNOSIS – ICD-10

Please list the number of LTC patients in your facility on December 31, 2023, by the ICD-10 coding group of the primary diagnosis of the patient. Each patient should be counted once and only once.

ICD-10 CM Code Groups	Primary Diagnostic Group	Number of Residents
C00 - D49	Neoplasms	
D50 - D69	Blood Disorders	
E00 – E89	Endocrine/Metabolic Disorders	
F01 – F69	Mental Illness	
F70 – F99	Developmental Disabilities	
G300 – G309	Alzheimer's Disease	
G00 – G99	Nervous System Disorders (excluding Alzheimer's Disease)	
I00 – I99	Circulatory System Disorders	
J00 – J99	Respiratory System Disorders	
K00 – K95	Digestive System Disorders	
L00 – L99	Skin Disorders	
M00 – M99	Musculo-Skeletal Disorders	
N00 – N99	Genitourinary System Disorders	
S00 – T88	Injuries and Poisonings	
	Other Medical Conditions	
	Non-Medical Conditions	

Total LTC Residents on December 31, 2023

Total Occupied LTC Beds on December 31, 2023 (from page 4)

## RESIDENTS AS OF DECEMBER 31, 2023, DIAGNOSED AS MENTALLY ILL

How many of your patients on December 31, 2023, had diagnoses including Mental Illness (ICD-10 codes F01 - F69)?

## RESIDENTS AS OF DECEMBER 31, 2023, CATEGORIZED AS IDENTIFIED OFFENDERS

How many of your patients on December 31, 2023, had been identified by a Criminal Background Check, as required by the Nursing Home Care Act (210 ILCS 45/2-201.5 paragraphs b and c)?



## NET LTC REVENUE BY PAYMENT SOURCE FOR REPORTED FISCAL YEAR

Please report the Net LTC Revenue of the facility during the reported Fiscal Year by the listed sources of revenue:

Source of Payment*	Net Revenue (Dollars)
Medicare	
Medicaid	
Other Public Payment	
Private Insurance	
Private Payment	
TOTALS	

\*OTHER PUBLIC PAYMENT includes payments from Veterans' Administration, County Boards, Community Aid Agencies, grants, CHAMPUS, CHAMP-VA, and other government-sponsored programs, excluding Medicare and Medicaid.

PRIVATE INSURANCE refers to payments made through private insurance policies.

PRIVATE PAYMENT includes money from a private account, such as a Medical Savings Account, and any government funding paid to the resident and then transferred to the facility in payment for services.

Revenue from Medicare-Medicaid Alignment Initiative (MMAI) should be included in Medicare.

Revenue from Medicaid Managed Care should be included in Medicaid.

## ACTUAL COST OF LTC SERVICES PROVIDED TO CHARITY CARE RECIPIENTS FOR THE REPORTED FISCAL YEAR

Please report the Actual Cost of Services provided by your facility to recipients of Charity Care\* during the reported Fiscal Year.

	Amount (Dollars)
Actual Cost of Charity Care Services	

\*Charity Care means care provided by a health care facility for which the provider does not expect to receive payment from the patient or a third-party payer [20 ILCS 3960, section 3]. Charity care does not include bad debt or the unreimbursed cost of Medicare, Medicaid, and other Federal, State or local indigent health care programs, eligibility for which is based on financial need.



SECTION III  
Patient and Staff Influenza and Pneumonia Immunization

The Immunization Section of the Illinois Department of Public Health requests that you provide the following information regarding immunization policies and the immunization status of facility staff and patients in regard to immunizations for influenza and pneumococcal pneumonia. Thank you.

	YES	NO
Does your facility have a written policy for administering influenza vaccine to your LTC patients?		
Does your facility have a written policy for administering pneumococcal vaccine to your LTC patients?		
Does your facility have a written policy for administering influenza vaccine to staff members?		
Does your facility have a written policy for administering pneumococcal vaccine to staff members?		
Does your facility have a written policy for the use of amantadine and/or rimantadine during an influenza outbreak?		

	Number Receiving Vaccine	Number Not Receiving Vaccine	TOTALS
How many LTC patients of your facility from October 1, 2023 through January, 2023, received an influenza vaccination?			
How many of your LTC patients as of December 31, 2023, had received a pneumococcal pneumonia vaccination during the period of 2016 through 2023?			