

		FOR BHF USE			

LL2

Supportive Living Facility

2013

STATE OF ILLINOIS

DEPARTMENT OF HEALTHCARE & FAMILY SERVICES

COST REPORT FOR

SUPPORTIVE LIVING FACILITIES

(FISCAL YEAR 2013)

IMPORTANT NOTICE

THIS AGENCY IS REQUESTING DISCLOSURE OF INFORMATION THAT IS NECESSARY TO ACCOMPLISH THE STATUTORY PURPOSE AS OUTLINED IN SECTION 146.265 OF THE 89 IL ADMIN CODE. DISCLOSURE OF THIS INFORMATION IS MANDATORY. FAILURE TO PROVIDE ANY INFORMATION ON OR BEFORE THE DUE DATE WILL RESULT IN CESSATION OF PROGRAM PAYMENTS.

I. Facility ID Number: 1000100

Facility Name: Oakwood Estates

Address: 200 South Logan St Stronghurst 61480

Number City Zip Code

County: Henderson

Telephone Number: (309) 924-1910 Fax # 309 924-1277

Federal Employer ID Number:

Date Current Owners were Certified: 07/09/10

Type of Ownership:

☒	VOLUNTARY, NON-PROFIT	☐	PROPRIETARY	☐	GOVERNMENTAL
☒	Charitable Corp.	☐	Individual	☐	State
☐	Trust	☐	Partnership	☐	County
	IRS Exemption Code 501c3	☐	Corporation	☐	Other
		☐	"Sub-S" Corp.	☐	
		☐	Limited Liability Co.	☐	
		☐	Trust	☐	
		☐	Other	☐	

In the event there are further questions about this report, please contact:

Name: James G. Hull, C.P.A. Telephone Number: (217 228-1950

Email Address:

II. CERTIFICATION BY AUTHORIZED FACILITY OFFICER

I have examined the contents of the accompanying report to the State of Illinois, for the period from 01/01/13 to 12/31/13 and certify to the best of my knowledge and belief that the said contents are true, accurate and complete statements in accordance with applicable instructions. Declaration of preparer (other than provider) is based on all information of which preparer has any knowledge.

Intentional misrepresentation or falsification of any information in this cost report may be punishable by fine and/or imprisonment.

Officer or Administrator of Provider (Signed) (Date)

(Type or Print Name)

(Title)

(Signed) (Date)

Paid Preparer (Print Name and Title) James g. Hull, C.P.A. Vice President

(Firm Name & Address) WDM Computer Services, Inc. 1900 Harrison, Quincy, IL 62301

(Telephone) 217 228-1950 Fax 217-222-6053

MAIL TO: BUREAU OF HEALTH FINANCE

IL DEPT OF HEALTHCARE AND FAMILY SERVICES

201 S. Grand Avenue East

Springfield, IL 62763-0001 Phone # (217) 782-1630

Facility Name	Oakwood Estates
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Report Period Beginning: 01/01/13 Ending: 12/31/13

III. STATISTICAL DATA

A. Certified units; enter number of units and unit days

Date of change in certified units

1		2		3		4	
	Units at Beginning of Report Period	Type of Apartment	Units at End of Report Period	Unit Days During Report Period			
1	16	Single Unit Apartment	16	5,840	1		
2	2	Double Unit Apartment	2	730	2		
3		Other			3		
4	18	TOTALS	18	6,570	4		

B. Census-For the entire report period.

	1 Type of Unit	2 3 4 5 Resident Days by Unit and Primary Source of Payment				
		Medicaid Recipient	Private Pay	Other	Total	
5	Single Unit	3,699	1,485		5,184	5
6	Double Unit		691		691	6
7	Other					7
8	TOTALS	3,699	2,176		5,875	8

C. Percent Occupancy. (Column 5, line 8 divided by total certified bed days on line 4, column 4.) **89.42%**

D. Indicate the number of paid bed-hold days the SLF had during this year

550 Also, indicate the number of unpaid bed-hold days the SLF
had during this year. **29 (Do not include bed-hold days in Section B.)**

E. Does page 3 include expenses for services or investments not directly related to SLF services?

YES ☐ NO ☒

F. Does the BALANCE SHEET reflect any non-SLF assets?

YES ☒ NO ☐

**G. List all services provided by your facility for non-residents.
(E.g., day care, "meals on wheels", outpatient therapy)**

N/A

H. ACCOUNTING BASIS

ACCUAL	X	MODIFIED		
CASH*		CASH*		

I. Is your fiscal year identical to your tax year? ☒ YES ☐ NO

Tax Year: 12/31/13 **Fiscal Year:** 12/31/13

* All facilities other than governmental must report on the accrual basis.

J. Does the facility have any Illinois Housing Development Authority Loans outstanding? No If yes, did the facility make all of the required payments of interest and principle? _____
If no, explain.

K. Does the facility have any loans from the Federal Home Loan Bank outstanding? Yes **If yes, did the facility make all of the required payments of interest and principle?** Yes
If no, explain.

L. Does the facility have any loans from the IL Dept of Commerce and Economic Opportunity outstanding? No If yes, did the facility make all of the required payments of interest and principle? _____
If no, explain.

STATE OF ILLINOIS

Page 3

Facility Name: Oakwood Estates

Report Period Beginning:

01/01/13

Ending:

12/31/13

IV. COST CENTER EXPENSES (please round to the nearest dollar)

Operating Expenses		Costs Per General Ledger				Reclassifications and Adjustments	Adjusted Total	
		Salary/Wage 1	Supplies 2	Other 3	Total 4			
	A. General Services							
1	Dietary and Food Purchase	16,060	48,245	805	65,110	(3,398)	61,712	1
2	Housekeeping, Laundry and Maintenance		8,836	24,859	33,695		33,695	2
3	Heat and Other Utilities			23,272	23,272		23,272	3
4	Other (specify):			1,013	1,013		1,013	4
5	TOTAL General Services	16,060	57,081	49,949	123,090	(3,398)	119,692	5
	B. Health Care and Programs							
6	Health Care/ Personal Care	145,170	2,660		147,830		147,830	6
7	Activities and Social Services		1,257		1,257		1,257	7
8	Other (specify):		946		946		946	8
9	TOTAL Health Care and Programs	145,170	4,863		150,033		150,033	9
	C. General Administration							
10	Administrative and Clerical	37,368	2,361	9,119	48,848		48,848	10
11	Marketing Materials, Promotions and Advertising		71	3,759	3,830		3,830	11
12	Employee Benefits and Payroll Taxes			25,573	25,573		25,573	12
13	Insurance-Property, Liability and Malpractice			8,304	8,304		8,304	13
14	Other (specify):			16,308	16,308	(100)	16,208	14
15	TOTAL General Administration	37,368	2,432	63,063	102,863	(100)	102,763	15
16	TOTAL Operating Expense (Sum of lines 5, 9 and 15)	198,598	64,376	113,012	375,986	(3,498)	372,488	16
	Capital Expenses							
	D. Ownership							
17	Depreciation			52,880	52,880	(6)	52,874	17
18	Interest			74,427	74,427	(3,375)	71,052	18
19	Real Estate Taxes							19
20	Rent -- Facility and Grounds							20
21	Rent -- Equipment			377	377		377	21
22	Other (specify):							22
23	TOTAL Ownership			127,684	127,684	(3,381)	124,303	23
24	GRAND TOTAL (Sum of lines 16 and 23)	198,598	64,376	240,696	503,670	(6,879)	496,791	24

Facility Name: Oakwood Estates

Report Period Beginning 01/01/13 Ending: 12/31/13

V. STAFFING AND SALARY COSTS (Please report each line separately.)

	Personnel	Number of FTE	Average Hourly Wage	
1	Registered Nurses	1	\$ 15.84	1
2	Licensed Practical Nurses			2
3	Certified Nurse Assistants	6	10.49	3
4	Activity Director & Assistants			4
5	Social Service Workers			5
6	Head Cook	1	10.22	6
7	Cook Helpers/Assistants			7
8	Dishwashers			8
9	Maintenance Workers			9
10	Housekeepers			10
11	Laundry			11
12	Managers	1	17.79	12
13	Other Administrative			13
14	Clerical			14
15	Marketing			15
16	Other			16
17	Total (lines 1 thru 16)	9	\$	17

VII. RELATED ORGANIZATIONS

A. Enter below the names of all related organizations. Attach an additional schedule if necessary.

RELATED SLF's & HEALTH CARE BUSINESSES

Name 1	City 2
Henderson County Retirement Center	Stronghurst

OTHER RELATED BUSINESS ENTITIES

Name 3	City 4	Type of Business 5

B. Does your facility receive services from a parent organization or home office; the costs for which were not included on page 3? YES ☒ NO ☐
Name of related entity: Henderson County Retirement Center, Inc If yes, what is the value of those services? \$
(Please attach a separate schedule itemizing those services.)

C. Does page 3 include any costs derived from transactions (including rent) with related parties? YES ☒ NO ☐
If so, please attach a separate schedule detailing the nature of those services, their costs as they appear on your books and the underlying cost to the related party (i.e., not including markup).

VI. (A) STATEMENT OF COMPENSATION AND OTHER PAYMENTS TO OWNERS, RELATIVES AND MEMBERS OF THE BOARD OF DIRECTORS.

	NAME and FUNCTION	Ownership Interest	Average Hours Per Work Week Devoted to this Business	Amount of Compensation for this Reporting Period	
1				\$	1
2					2
3					3
4					4
5					5
Total				\$	6

VI. (B) Management fees paid to unrelated parties Amount of Fee

1		\$	1
2			2
Total		\$	3

VIII. OWNERSHIP COSTS

A. Purchase price of land _____ Year land was acquired _____

B. Building Depreciation -- Including Fixed Equipment. Round all numbers to the nearest dollar. *Total units on this schedule must agree with page 2.

	1 Units*	FOR BHF USE ONLY	2 Year Acquired	3 Year Constructed	4 Cost	5 Current Book Depreciation	6 Life in Years	7 Straight Line Depreciation	8 Adjustments	9 Accumulated Depreciation	
1	20		2009	2009	\$ 1,631,080	\$ 41,822	39	\$ 41,822	\$	\$ 174,261	1
2											2
3											3
4											4
5											5
	Improvement Type										
6	Land Improvements			2009	24,610	1,641	15	1,641		6,836	6
7	Building Repairs			2009	5,764	288	20	288		1,201	7
8											8
9											9
10											10
11											11
12											12
13											13
14											14
15											15
16											16
17	TOTAL (lines 1 thru 16)				\$ 1,661,454	\$ 43,751		\$ 43,751	\$	\$ 182,298	17

C. Equipment Depreciation -- Including Transportation.

	Type	1 Cost	2 Current Book Depreciation	3 Straight Line Depreciation	4 Adjustments	5 Life in Years	6 Accumulated Depreciation	
18	Movable Equipment	\$ 69,667	\$ 9,129	\$ 9,123	(6)	7	\$ 35,640	18
19	Vehicles	3,675				5	3,675	19
20	TOTAL (lines 18 and 19)	\$ 73,342	\$ 9,129	\$ 9,123	(6)		\$ 39,315	20

D. Depreciable Non-Care Assets Included in General Ledger.

	1 Description and Year Acquired	2 Cost	3 Current Book Depreciation	4 Accumulated Depreciation	
21		\$	\$	\$	21
22					22
23					23
24	TOTALS (lines 21, 22 and 23)	\$	\$	\$	24

Facility Name: Oakwood Estates

Report Period Beginning: 01/01/13 Ending: 12/31/13

IX. RENTAL COSTS

A. Building and Fixed Equipment

1. Name of Party Holding Lease:

2. Does the facility also pay real estate taxes in addition to rental amount shown below on line 7, column 4? YES NO

		1	2	3	4	5	6	
		Year Constructed	Number of Units	Date of Lease	Rental Amount	Total Yrs. of Lease	Total Years Renewal Option*	
3	Original Building			/ /	\$			3
4	Additions			/ /				4
5				/ /				5
6				/ /				6
7	TOTAL				\$			7

8. Is movable equipment rental included in building rental?

YES NO

9. Rental amount for movable equipment \$ 377

10. If the facility rents any vehicles which are used for care-related purposes, please attach a schedule detailing the model year and make, the rental expense for this period and the use of the vehicle.

X. INTEREST EXPENSE

	1	2		3	4	6		7	8	9	
	Name of Lender	Related**		Purpose of Loan	Date of Note	Amount of Note		Maturity Date	Interest Rate (4 Digits)	Reporting Period Int. Expense	
		YES	NO			Original	Balance				
	A. Directly Facility Related										
	Long-Term										
1	USDA		X	Mortgage	10/22/08	\$ 673,400	\$ 632,501	10/22/38	4.5000	\$ 28,779	1
2	Security Savings		X	Mortgage	10/22/08	849,849	677,305	8/1/39	5.8750	45,648	2
3					/ /			/ /			3
	Working Capital										
4					/ /			/ /			4
5					/ /			/ /			5
6					/ /			/ /			6
7	TOTAL Facility Related					\$ 1,523,249	\$ 1,309,806			\$ 74,427	7
	B. Non-Facility Related										
8					/ /			/ /			8
9					/ /			/ /			9
10	TOTALS (lines 7, 8 and 9)					\$ 1,523,249	\$ 1,309,806			\$ 74,427	10

* If there is an option to buy the building, please provide complete details on an attached schedule.
** If there is any overlap in ownership between the facility and the lender, this must be indicated in column 2.

STATE OF ILLINOIS

Page 7

Facility Name: Oakwood Estates

Report Period Beginning: 01/01/13

Ending:

12/31/13

XI. BALANCE SHEET - Unrestricted Operating Fund.

As of 12/31/13

(last day of reporting year)

		1 Operating	2 After Consolidation*	
	A. Current Assets			
1	Cash on Hand and in Banks	\$ 37,035	\$ 215,860	1
2	Cash-Patient Deposits			2
3	Accounts & Short-Term Notes Receivable-Patients (less allowance)	45,981	409,094	3
4	Supply Inventory (priced <u>FIFO</u>)	3,487	31,321	4
5	Short-Term Investments		504,009	5
6	Prepaid Insurance	12,740	15,014	6
7	Other Prepaid Expenses	1,822	10,340	7
8	Accounts Receivable (owners or related parties)			8
9	Other(specify):			9
10	TOTAL Current Assets (sum of lines 1 thru 9)	\$ 101,065	\$ 1,185,638	10
	B. Long-Term Assets			
11	Long-Term Notes Receivable			11
12	Long-Term Investments			12
13	Land		22,500	13
14	Buildings, at Historical Cost	1,660,607	4,258,163	14
15	Leasehold Improvements, at Historical Cost			15
16	Equipment, at Historical Cost	74,187	1,131,205	16
17	Accumulated Depreciation (book methods)	(217,937)	(2,700,601)	17
18	Deferred Charges	(24,570)	(24,570)	18
19	Organization & Pre-Operating Costs			19
20	Accumulated Amortization - Organization & Pre-Operating Costs			20
21	Restricted Funds			21
22	Other Long-Term Assets (specify):			22
23	Other(specify): <u>CIP</u>		30,731	23
24	TOTAL Long-Term Assets (sum of lines 11 thru 23)	\$ 1,492,287	\$ 2,717,428	24
25	TOTAL ASSETS (sum of lines 10 and 24)	\$ 1,593,352	\$ 3,903,066	25

		1 Operating	2 After Consolidation*	
	C. Current Liabilities			
26	Accounts Payable	\$ 3,995	\$ 77,290	26
27	Officer's Accounts Payable			27
28	Accounts Payable-Patient Deposits			28
29	Short-Term Notes Payable			29
30	Accrued Salaries Payable	14,390	95,741	30
31	Accrued Taxes Payable		2,215	31
32	Accrued Interest Payable	3,536	6,268	32
33	Deferred Compensation			33
34	Federal and State Income Taxes			34
	Other Current Liabilities(specify):			
35	<u>Payroll Withholdings</u>		1,822	35
36	<u>Rounding</u>		1	36
37	TOTAL Current Liabilities (sum of lines 26 thru 36)	\$ 21,921	\$ 183,337	37
	D. Long-Term Liabilities			
38	Long-Term Notes Payable			38
39	Mortgage Payable	1,309,805	1,962,635	39
40	Bonds Payable			40
41	Deferred Compensation			41
	Other Long-Term Liabilities(specify):			
42				42
43				43
44	TOTAL Long-Term Liabilities (sum of lines 38 thru 43)	\$ 1,309,805	\$ 1,962,635	44
45	TOTAL LIABILITIES (sum of lines 37 and 44)	\$ 1,331,726	\$ 2,145,972	45
46	TOTAL EQUITY	\$ 261,626	\$ 1,757,094	46
47	TOTAL LIABILITIES AND EQUITY (sum of lines 45 and 46)	\$ 1,593,352	\$ 3,903,066	47

*(See instructions.)

Facility Name: Oakwood Estates

Report Period Beginning: 01/01/13

Ending:

12/31/13

XII. INCOME STATEMENT (attach any explanatory footnotes necessary to reconcile this Schedule to Schedule IV.)

	Revenue	Amount	
	A. SLF Resident Care		
1	Gross SLF Resident Revenue	\$ 563,027	1
2	Discounts and Allowances	(577)	2
3	SUBTOTAL Resident Care (line 1 minus line 2)	\$ 562,450	3
	B. Other Operating Revenue		
4	Special Services	22	4
5	Other Health Care Services		5
6	Special Grants		6
7	Gift and Coffee Shop	5,680	7
8	Barber and Beauty Care		8
9	Non-Resident Meals	3,398	9
10	Laundry	2,250	10
11	SUBTOTAL OTHER OPERATING REVENUE (sum of lines 4 thru 10)	\$ 11,350	11
	C. Non-Operating Revenue		
12	Contributions	945	12
13	Interest and Other Investment Income	3,375	13
14	SUBTOTAL Non-Operating Revenue (sum of lines 12 and 13)	\$ 4,320	14
	D. Other Revenue (specify):		
15	See Attached	6,076	15
16			16
17	SUBTOTAL Other Revenue (sum of lines 15 and 16)	\$ 6,076	17
18	TOTAL REVENUE (sum of lines 3, 11, 14 and 17)	\$ 584,196	18

	Expenses	Amount	
	A. Operating Expenses		
19	General Services	123,090	19
20	Health Care/ Personal Care	150,033	20
21	General Administration	102,863	21
	B. Capital Expense		
22	Ownership	127,684	22
	C. Other Expenses		
23	Special Cost Centers		23
24	Non-Operating Expenses		24
25	Other (specify):		25
26			26
27			27
28	TOTAL EXPENSES (sum of lines 19 thru 27)	\$ 503,670	28
29	Income Before Income Taxes (line 18 minus line 28)	\$ 80,526	29
30	Income Taxes	\$	30
31	NET INCOME OR LOSS FOR THE YEAR (line 29 minus line 30)	\$ 80,526	31

Oakwood Estates and Retirement Village
01/01/13 to 12/31/13

Schedule VII. B

Oakwood Receives clerical services from Henderson County Retirement Center in the amount of \$1,800.00
Averages 2.46 hrs per week at \$14.12 per hour.

Oakwood receives maintenance services from Henderson County Retirement Center in the amount of \$4,800.00
Averages around 10 hrs per week at \$10 per hour

Oakwood receives Laundry services from Henderson County Retirement Center in the amount of \$720.00

Schedule VII. C.

Related Org	Nature of Purchase	Book Value	Actual Cost
Henderson County Retirement Center	Food	\$1,506.30	\$1,506.30

Schedule XII, Line 15

Nursing Services	\$35.67
Applications Income	\$100.00
Income From Vehicle use	\$1,553.43
Equipment Rental Income	\$3,600.00
Miscellaneous Income	\$744.35
Rebates	\$43.26
Rounding	- \$1.00
	<u>\$6,075.71</u>

Schedule IV, Line 3, Column 3

Gas	\$4,212.99
Electric	\$18,058.65

Water	\$1,000.09
	<u>\$23,271.73</u>

Schedule IV, Line 2, Column 3

Laundry Services	\$734.42
Outside Services-Maint	\$8,192.52
Repairs-Buildings	\$9,727.70
Repairs-Equipment	\$2,732.69
Repairs-Grounds	\$3,472.16
	<u>\$24,859.49</u>

Schedule IV, Line 14, Column 3

Dues and Subscription	\$1,747.89
License Fee	\$0.00
Vehicular Exp	\$2,722.65
Transportation	\$1,590.09
Bus Driver	\$0.00
Legal Exp.	\$0.00
Seminar Exp.	\$2,357.86
Training	\$793.96
Software Support	\$1,070.43
Data Processing	\$5,900.00
Contributions	\$100.00
Misc Exp.	<u>\$24.90</u>
	<u>\$16,307.78</u>

Oakwood Estates and Retirement Village
01/01/13 to 12/31/13

Schedule IV, Column 5

Line 14 Contributions \$100.00
Line 1 Employee and Guest Meals \$3,397.52
Line 18 Interest on unrestricted funds \$3,375.19
Line 17 Non-Straight Line Deprec \$6.00

Schedule VII, Part A.

Oakwood Estates and Retirement Village is a wholly owned division of
Henderson County Retirement Center, Inc.

Oakwood Estates and Retirement Village
01/01/13 to 12/31/13

	Single PA	Double PA	Single PVT	Double PVT	Bedholds Paid	Bedholds Unpaid	
January	109	0	310	62	42	0	523
February	102	0	278	56	58	0	494
March	121	0	293	62	82	0	558
April	120	0	227	60	124	0	531
May	124	0	343	60	29	0	556
June	111	0	325	60	31	0	527
July	110	0	326	58	39	0	533
August	124	0	298	56	50	0	528
September	120	0	301	60	49	18	548
October	155	0	341	42	20	0	558
November	150	0	316	60	14	0	540
December	139	0	341	55	12	11	558
	1485	0	3699	691	550	29	6454