

		FOR BHF USE			

LL2

Supportive Living Facility

2014

STATE OF ILLINOIS

DEPARTMENT OF HEALTHCARE & FAMILY SERVICES

COST REPORT FOR

SUPPORTIVE LIVING FACILITIES

(FISCAL YEAR 2014)

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: 1000001

Facility Name: Evergreen Place Beardstown

Address: 8570 St Lukes Dr Beardstown 62618

Number City Zip Code

County: Cass

Telephone Number: ( 217 ) Fax # ( )

Federal Employer ID Number:

Date Current Owners were Certified: 1999

Type of Ownership:

<input type="checkbox"/>	VOLUNTARY, NON-PROFIT	<input checked="" type="checkbox"/>	PROPRIETARY	<input type="checkbox"/>	GOVERNMENTAL
<input type="checkbox"/>	Charitable Corp.	<input type="checkbox"/>	Individual	<input type="checkbox"/>	State
<input type="checkbox"/>	Trust	<input type="checkbox"/>	Partnership	<input type="checkbox"/>	County
IRS Exemption Code		<input type="checkbox"/>	Corporation	<input type="checkbox"/>	Other
		<input type="checkbox"/>	"Sub-S" Corp.		
		<input checked="" type="checkbox"/>	Limited Liability Co.		
		<input type="checkbox"/>	Trust		
		<input type="checkbox"/>	Other		

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

Name: Dave Underwood Telephone Number: 309 823-7135

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 01/01/14 to 12/31/14 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) David M. Underwood

(Title) Executive VP & CFO

Paid Preparer

(Signed) (Date)

(Print Name and Title)

(Firm Name & Address)

(Telephone) ( ) Fax # ( )

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** **Evergreen Place Beardstown****Report Period Beginning: 01/01/14 Ending: 12/31/14**

### 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	26	Single Unit Apartment	26	9,490	1		
2		Double Unit Apartment			2		
3		Other			3		
4	26	TOTALS	26	9,490	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	4,342	4,160		8,502	5
6	Double Unit					6
7	Other					7
8	TOTALS	4,342	4,160		8,502	8

**C. Percent Occupancy. (Column 5, line 8 divided by total certified bed days on line 4, column 4.)** **89.59%**

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

**Also, indicate the number of unpaid bed-hold days the SLF had during this year. (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)**

## H. ACCOUNTING BASIS

ACCUAL		MODIFIED	
		CASH*	CASH*
	<b>x</b>		

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

Tax Year: Fiscal Year:

\* 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? No If yes, did the facility make all of the required payments of interest and principle? \_\_\_\_\_**  
**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.**

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Facility Name: Evergreen Place Beardstown

Report Period Beginning:

01/01/14

Ending:

12/31/14

## 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			
	<b>A. General Services</b>							
1	Dietary and Food Purchase	55,946	62,960		118,906		118,906	1
2	Housekeeping, Laundry and Maintenance	62,264	30,130		92,394		92,394	2
3	Heat and Other Utilities			56,153	56,153		56,153	3
4	Other (specify):							4
5	<b>TOTAL General Services</b>	118,210	93,090	56,153	267,453		267,453	5
	<b>B. Health Care and Programs</b>							
6	Health Care/ Personal Care	136,939			136,939		136,939	6
7	Activities and Social Services		5,938		5,938		5,938	7
8	Other (specify):							8
9	<b>TOTAL Health Care and Programs</b>	136,939	5,938		142,877		142,877	9
	<b>C. General Administration</b>							
10	Administrative and Clerical	57,339	13,554		70,893		70,893	10
11	Marketing Materials, Promotions and Advertising			5,808	5,808		5,808	11
12	Employee Benefits and Payroll Taxes			128,414	128,414		128,414	12
13	Insurance-Property, Liability and Malpractice			13,064	13,064		13,064	13
14	Other (specify):							14
15	<b>TOTAL General Administration</b>	57,339	13,554	147,286	218,179		218,179	15
16	<b>TOTAL Operating Expense (Sum of lines 5, 9 and 15)</b>	312,488	112,582	203,439	628,509		628,509	16
	<b>Capital Expenses</b>							
	<b>D. Ownership</b>							
17	Depreciation							17
18	Interest							18
19	Real Estate Taxes							19
20	Rent -- Facility and Grounds			113,880	113,880		113,880	20
21	Rent -- Equipment							21
22	Other (specify):							22
23	<b>TOTAL Ownership</b>			113,880	113,880		113,880	23
24	<b>GRAND TOTAL (Sum of lines 16 and 23)</b>	312,488	112,582	317,319	742,389		742,389	24

Facility Name: Evergreen Place Beardstown

Report Period Beginning 01/01/14 Ending: 12/31/14

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

	Personnel	Number of FTE	Average Hourly Wage	
1	Registered Nurses	4.0	\$ 25.59	1
2	Licensed Practical Nurses	7.9	20.71	2
3	Certified Nurse Assistants	26.3	12.35	3
4	Activity Director & Assistants	1.9	13.35	4
5	Social Service Workers	0.9	15.41	5
6	Head Cook			6
7	Cook Helpers/Assistants	8.4	11.18	7
8	Dishwashers			8
9	Maintenance Workers	2.6	16.25	9
10	Housekeepers	3.6	10.17	10
11	Laundry	2.2	11.95	11
12	Managers			12
13	Other Administrative	4.6	18.45	13
14	Clerical			14
15	Marketing			15
16	Other			16
17	Total (lines 1 thru 16)	62.3	\$ 15.02	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
Heritage Manor-Beardstown LLC		Beardstown	

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: \_\_\_\_\_ 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	Heritage Operations Group LLC	\$ 177,529	1
2			2
Total		\$ 177,529	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					\$	\$		\$	\$	\$	1
2											2
3											3
4											4
5											5
	Improvement Type										
6											6
7											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)				\$	\$		\$	\$	\$	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	\$	\$	\$	\$		\$	18
19	Vehicles							19
20	TOTAL (lines 18 and 19)	\$	\$	\$	\$		\$	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: Evergreen Place Beardstown

Report Period Beginning: 01/01/14

Ending: 12/31/14

IX. RENTAL COSTS

A. Building and Fixed Equipment

1. Name of Party Holding Lease: Heritage Manor Real Estate, LLC

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		26	/ /	\$ 113,880			3
4	Additions			/ /				4
5				/ /				5
6				/ /				6
7	TOTAL		26		\$ 113,880			7

8. Is movable equipment rental included in building rental?

YES NO

9. Rental amount for movable equipment \$ -

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					/ /	\$	\$	/ /		\$	1
2					/ /			/ /			2
3					/ /			/ /			3
	Working Capital										
4					/ /			/ /			4
5					/ /			/ /			5
6					/ /			/ /			6
7	TOTAL Facility Related					\$	\$			\$	7
	B. Non-Facility Related										
8					/ /			/ /			8
9					/ /			/ /			9
10	TOTALS (lines 7, 8 and 9)					\$	\$			\$	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.

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Facility Name: Evergreen Place Beardstown

Report Period Beginning: 01/01/14

Ending:

12/31/14

## XI. BALANCE SHEET - Unrestricted Operating Fund.

As of 12/31/14

(last day of reporting year)

		1 Operating	2 After Consolidation*	
	<b>A. Current Assets</b>			
1	Cash on Hand and in Banks	\$ 1,926	\$	1
2	Cash-Patient Deposits			2
3	Accounts & Short-Term Notes Receivable- Patients (less allowance )	714,240		3
4	Supply Inventory (priced at )			4
5	Short-Term Investments			5
6	Prepaid Insurance	37,122		6
7	Other Prepaid Expenses			7
8	Accounts Receivable (owners or related parties)	(1,024,234)		8
9	Other(specify):			9
10	<b>TOTAL Current Assets</b> (sum of lines 1 thru 9)	\$ (270,946)	\$	10
	<b>B. Long-Term Assets</b>			
11	Long-Term Notes Receivable			11
12	Long-Term Investments			12
13	Land			13
14	Buildings, at Historical Cost			14
15	Leasehold Improvements, at Historical Cost			15
16	Equipment, at Historical Cost			16
17	Accumulated Depreciation (book methods)			17
18	Deferred Charges			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):			23
24	<b>TOTAL Long-Term Assets</b> (sum of lines 11 thru 23)	\$	\$	24
25	<b>TOTAL ASSETS</b> (sum of lines 10 and 24)	\$ (270,946)	\$	25

		1 Operating	2 After Consolidation*	
	<b>C. Current Liabilities</b>			
26	Accounts Payable	\$ 216,958	\$	26
27	Officer's Accounts Payable			27
28	Accounts Payable-Patient Deposits			28
29	Short-Term Notes Payable			29
30	Accrued Salaries Payable	253,506		30
31	Accrued Taxes Payable	(21,669)		31
32	Accrued Interest Payable			32
33	Deferred Compensation			33
34	Federal and State Income Taxes			34
	<b>Other Current Liabilities(specify):</b>			
35	Assessment	52,979		35
36				36
37	<b>TOTAL Current Liabilities</b> (sum of lines 26 thru 36)	\$ 501,774	\$	37
	<b>D. Long-Term Liabilities</b>			
38	Long-Term Notes Payable			38
39	Mortgage Payable			39
40	Bonds Payable			40
41	Deferred Compensation			41
	<b>Other Long-Term Liabilities(specify):</b>			
42				42
43				43
44	<b>TOTAL Long-Term Liabilities</b> (sum of lines 38 thru 43)	\$	\$	44
45	<b>TOTAL LIABILITIES</b> (sum of lines 37 and 44)	\$ 501,774	\$	45
46	<b>TOTAL EQUITY</b>	\$ (772,720)	\$	46
47	<b>TOTAL LIABILITIES AND EQUITY</b> (sum of lines 45 and 46)	\$ (270,946)	\$	47

\*(See instructions.)

Facility Name: Evergreen Place Beardstown

Report Period Beginning: 01/01/14

Ending:

12/31/14

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

	Revenue	Amount	
	<b>A. SLF Resident Care</b>		
1	Gross SLF Resident Revenue	\$ 731,007	1
2	Discounts and Allowances		2
3	<b>SUBTOTAL Resident Care</b> (line 1 minus line 2)	\$ 731,007	3
	<b>B. Other Operating Revenue</b>		
4	Special Services		4
5	Other Health Care Services		5
6	Special Grants		6
7	Gift and Coffee Shop		7
8	Barber and Beauty Care		8
9	Non-Resident Meals		9
10	Laundry		10
11	<b>SUBTOTAL OTHER OPERATING REVENUE</b> (sum of lines 4 thru 10)	\$	11
	<b>C. Non-Operating Revenue</b>		
12	Contributions		12
13	Interest and Other Investment Income		13
14	<b>SUBTOTAL Non-Operating Revenue</b> (sum of lines 12 and 13)	\$	14
	<b>D. Other Revenue (specify):</b>		
15			15
16			16
17	<b>SUBTOTAL Other Revenue</b> (sum of lines 15 and 16)	\$	17
18	<b>TOTAL REVENUE</b> (sum of lines 3, 11, 14 and 17)	\$ 731,007	18

	Expenses	Amount	
	<b>A. Operating Expenses</b>		
19	General Services	267,453	19
20	Health Care/ Personal Care	142,877	20
21	General Administration	218,179	21
	<b>B. Capital Expense</b>		
22	Ownership	113,880	22
	<b>C. Other Expenses</b>		
23	Special Cost Centers		23
24	Non-Operating Expenses		24
25	Other (specify):		25
26			26
27			27
28	<b>TOTAL EXPENSES</b> (sum of lines 19 thru 27)	\$ 742,389	28
29	<b>Income Before Income Taxes</b> (line 18 minus line 28)	\$ (11,382)	29
30	<b>Income Taxes</b>	\$	30
31	<b>NET INCOME OR LOSS FOR THE YEAR</b> (line 29 minus line 30)	\$ (11,382)	31



Description	G/L Balance	Cost Rpt Grouping	Sch 5 pg 3 Line #	Sch 5 pg 3 Col #	Sch 6 pg : Line #	Adjustment Amount			
PETTY CASH	1,926						1,009	1,009 PETTY CASH	1,926
CASH IN BANK							1,100	1,100 ACCTS R	714,240
CASH IN BANK-PAYROLL							1,101	1,101 ALLOW. I	0
ACCOUNTS RECEIVABLE	714,240						1,110	1,110 ACCTS RECEIV-M/C	
MEDICARE RECEIVABLES							1,125	1,125 ACCTS RECEIV-IPA	
IPA INCOME RECEIVABLE							1,135	1,135 ACCTS RECEIV-IC	
MEDICARE COST REPORT							1,140	1,140 UNAPPLIED CASH RECEIPTS	
ACCOUNTS RECEIVABLE-IC							1,145	1,145 A/R SUSPENSE-REFUNDS	
UNAPPLIED CASH RECEIPTS							1,200	1,200 PREPAID	37,122
A/R SUSPENSE-REFUNDS							1,220	1,220 OTHER PREPAID EXPENSES	
ACCRUED INTEREST REC							1,300	1,300 DIETARY INVENTORY	
PREPAID INSURANCE	37,122						1,310	1,310 SUPPLIES INVENTORY	
OTHER PREPAID EXPENSES							1,320	1,320 LINEN INVENTORY	
FOOD INVENTORY							1,409	1,409 LAND	0
SUPPLIES INVENTORY							1,450	1,450 FURNITURE	0
LAND	0						1,460		0
FURNITURE & EQUIPMENT	0						1,475	1,475 BUILDING	0
ACCUM DEPR-FURN & EQUIP	0						1,490	1,490 ACCUM DEPR	0
BUILDING & IMPROVEMENT	0						1,530	1,530 RESIDENT FUNDS	9,728
ACCUM DEPR-BUILDING	0						1,550	1,550 LOAN FEES	0
RESIDENT FUNDS	9,728						1,551	1,551 LOAN FEES ADDED	
LOAN FEES	0						1,850	1,850 INTERCOM	-1,024,234
REAL ESTATE TAX ESCROW							2,010	2,010 ACCOUNTS PAYABLE	-216,958
REIMBURSABLE PURCHASES							2,100	2,095 BONUSES PAYABLE	
INTRACOMPANY	-1,024,234						2,100	2,100 ACCRUED PAYROLL	-118,611
ACCOUNTS PAYABLE	-216,958						2,100	2,100 PR CLEARING-BENEFITS	
BONUSES PAYABLE							2,100	2,100 PR CLEARING-LABOR	
ACCRUED PAYROLL	-118,611						2,110	2,110 ACCRUED VACATION PAY	-134,895
ACCRUED VACATION PAY	-134,895						2,120	2,120 U.C. TAXES PAYABLE	
UC TAXES PAYABLE							2,125	2,125 FICA TAX	21,669
FICA TAX PAYABLE	21,669	21,669					2,130	2,130 FEDERAL W/H TAX PAYABLE	
FIT PAYABLE							2,140	2,140 STATE W/H TAX PAYABLE	
STATE W/H PAYABLE			0				2,152	2,152 WORKERS COMP ACCRUAL	
EARNED INCOME CREDIT							2,225	2,225 EMPLOYEE INSURANCE REFUND	

UC FED CREDIT REDUCTION  
PAYROLL SAVINGS

2,230  
2,235

2,230 PAYROLL SAVINGS  
2,240 UNITED FUND

Evergreen SLF  
Supportive Living Facility (SLF)  
For the Twelve Months Ending December 31, 2014

	SLF 12/31/14	SNF 12/31/14	
-----	-----		
PRIVATE DAYS	4,160	7,860	
MEDICAID DAYS	4,342	12,963	
MEDICARE DAYS	0	2,645	
TOTAL DAYS	8,502	23,468	31970
LICENSED DAYS	9,490	28,835	
PERCENT OCCUPANCY	89.59%	81.39%	
ROUTINE SERVICE INCOME	731,007		
NET ANCILLARY INCOME	0		
TOTAL OPERATING INCOME	731,007		
GENERAL AND ADMIN	141,478	76701	218,179
PROPERTY AND PLANT	81,272	21306	102,578
DIETARY	117,687	1219	118,906
LAUNDRY	45,969	0	45,969
HOUSEKEEPING	0	0	0
NURSING	0	136939	136,939
OTHER SERVICES	0	5938	5,938
TOTAL EXPENSES	386,406	242103	628,509
GROSS MARGIN	102,498		
CENTRAL OFFICE FEES	0		0
INTEREST	0	0	

<u>Allocated</u>		
<u>G&amp;A</u>		
PR Taxes	211318	56,197
Health ins	241344	64,182
Liab ins	49126	13,064
Work Com	30211	8,034
	531,999	141,478

<u>Maint</u>		
Wages	94454	25,119
Utilities	211152	56,153
R/E taxes	0	0
	305,606	81,272

<u>Dietary</u>		
Wages	210373	55,946
Food	232165	61,741
Supplies	0	0
	442538	117,687

<u>Laundry/Hsk</u>		
Wages	139677	37,145
Supplies	33181	8,824
	172858	45,969

Total Alloc	1,453,001	386,406
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<u>Direct</u>	
<u>G&amp;A</u>	
Salary	57,339
Supplies	13,554
PR	5,808
Taxes	0
	76,701

<u>Maint</u>	
Repairs	21,306
	21,306

<u>Dietary</u>	
	0
	0
	1,219
	1,219

<u>Laundry</u>	
	0
	0
	0

<u>Housekeeping</u>	
Salary	0
Supplies	0
	0

<u>Nursing</u>	
Salaries	136,939
Supplies	0
	136,939

RENT	113,880
DEPRECIATION	0
AMORTIZATION & OTHER	0
FINANCING & MANAGEMEN	113,880
NET INCOME	-11,382

Activities	
Supplies	5,938

Total Direct	<u>242,103</u>
Grnd Tot	<u>628,509</u>