

		FOR BHF USE			

LL2

Supportive Living Facility

2017

STATE OF ILLINOIS

DEPARTMENT OF HEALTHCARE & FAMILY SERVICES

COST REPORT FOR

SUPPORTIVE LIVING FACILITIES

(FISCAL YEAR 2017)

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: 1000021

Facility Name: Asbury Court

Address: 1750 S Elmhurst Road Des Plaines 60018

County: Cook

Telephone Number: (847) 228-1500 Fax # (847) 228-1579

Federal Employer ID Number:

Date Current Owners were Certified: 2/28/03

Type of Ownership:

VOLUNTARY, NON-PROFIT

Charitable Corp.

Trust

IRS Exemption Code

PROPRIETARY

Individual

Partnership

Corporation

"Sub-S" Corp.

X Limited Liability Co.

Trust

Other

GOVERNMENTAL

State

County

Other

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

Name: Michael Zahtz Telephone Number: (847) 676-1700

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 1/1/17 to 12/31/17 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)

(Type or Print Name) Michael Zahtz

(Title) CFO

Paid Preparer

(Signed)

(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

HFS 3745C (N-4-05)

IL478-2471

Facility Name **Asbury Court**

Report Period Beginning: 1/1/17 **Ending:** 12/31/17

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	121	Single Unit Apartment	121	44,165	1		
2	29	Double Unit Apartment	29	10,585	2		
3		Other		9,984	3		
4	150	TOTALS	150	64,734	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	43,489	649		44,138	5
6	Double Unit	18,479	1,075		19,554	6
7	Other					7
8	TOTALS	61,968	1,724		63,692	8

C. Percent Occupancy. (Column 5, line 8 divided by total certified bed days on line 4, column 4.)	98.39%
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D. Indicate the number of paid bed-hold days the SLF had during this year

1,039 Also, indicate the number of unpaid bed-hold days the SLF
had during this year. 27 (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*	☐	

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

Tax Year: 12/31/17 **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.

STATE OF ILLINOIS

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Facility Name: Asbury Court

Report Period Beginning:

1/1/17

Ending:

12/31/17

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					5	6	
1	Dietary and Food Purchase	335,487	42,438	341,903	719,828		719,828	1
2	Housekeeping, Laundry and Maintenance	296,059	126,016	103,940	526,015		526,015	2
3	Heat and Other Utilities			205,729	205,729		205,729	3
4	Other (specify): Scavenger			25,635	25,635		25,635	4
5	TOTAL General Services	631,546	168,454	677,207	1,477,207		1,477,207	5
	B. Health Care and Programs							
6	Health Care/ Personal Care	549,418	17,820	8,991	576,229		576,229	6
7	Activities and Social Services	56,019	11,088	123	67,230		67,230	7
8	Other (specify):							8
9	TOTAL Health Care and Programs	605,437	28,908	9,114	643,459		643,459	9
	C. General Administration							
10	Administrative and Clerical	277,077	48,583	693,533	1,019,193	35,891	1,055,084	10
11	Marketing Materials, Promotions and Advertising	78,826	10,320	74,796	163,942		163,942	11
12	Employee Benefits and Payroll Taxes	194,283			194,283		194,283	12
13	Insurance-Property, Liability and Malpractice	120,123			120,123	23,826	143,949	13
14	Other (specify):							14
15	TOTAL General Administration	670,309	58,903	768,329	1,497,541	59,717	1,557,258	15
16	TOTAL Operating Expense (Sum of lines 5, 9 and 15)	1,907,292	256,265	1,454,650	3,618,207	59,717	3,677,924	16
	Capital Expenses							
	D. Ownership							
17	Depreciation			95,992	95,992	435,830	531,822	17
18	Interest					967,592	967,592	18
19	Real Estate Taxes					497,422	497,422	19
20	Rent -- Facility and Grounds			1,588,697	1,588,697	(1,588,697)		20
21	Rent -- Equipment			21,477	21,477		21,477	21
22	Other (specify):							22
23	TOTAL Ownership			1,706,166	1,706,166	312,147	2,018,313	23
24	GRAND TOTAL (Sum of lines 16 and 23)	1,907,292	256,265	3,160,816	5,324,373	371,864	5,696,237	24

Facility Name: Asbury Court

Report Period Beginning 1/1/17 Ending: 12/31/17

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

	Personnel	Number of FTE	Average Hourly Wage	
1	Registered Nurses	1	\$ 51.69	1
2	Licensed Practical Nurses	3	28.80	2
3	Certified Nurse Assistants	9	13.77	3
4	Activity Director & Assistants	1	16.02	4
5	Social Service Workers			5
6	Head Cook	1	30.99	6
7	Cook Helpers/Assistants	8	10.61	7
8	Dishwashers	2	10.30	8
9	Maintenance Workers	2	23.07	9
10	Housekeepers	5	11.21	10
11	Laundry			11
12	Managers	1	84.90	12
13	Other Administrative	4	12.77	13
14	Clerical	1	28.06	14
15	Marketing	2	38.42	15
16	Other			16
17	Total (lines 1 thru 16)	39	\$	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
Asbury Gardens	North Aurora
Asbury Gardens Nursing and Rehab	North Aurora
Asbury of Kankakee Supportive Living	Kankakee

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

OTHER RELATED BUSINESS ENTITIES

Name 3	City 4	Type of Business 5
Des Plaines Property LLC		Property
Asbury Healthcare		Management Co.

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).

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	See Attachment2										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: Asbury Court Report Period Beginning: 1/1/17 Ending: 12/31/17

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 \$

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.

STATE OF ILLINOIS

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Facility Name: Asbury Court

Report Period Beginning: 1/1/17

Ending: 12/31/17

XI. BALANCE SHEET - Unrestricted Operating Fund.

As of 12/31/17

(last day of reporting year)

		1 Operating	2 After Consolidation*	
	A. Current Assets			
1	Cash on Hand and in Banks	\$ 6,240,625	\$	1
2	Cash-Patient Deposits			2
3	Accounts & Short-Term Notes Receivable-Patients (less allowance 30,000)	1,697,185		3
4	Supply Inventory (priced at)			4
5	Short-Term Investments			5
6	Prepaid Insurance	33,049		6
7	Other Prepaid Expenses	22,650		7
8	Accounts Receivable (owners or related parties)	(3,784,318)		8
9	Other(specify): Clearing Acct	3,103		9
10	TOTAL Current Assets (sum of lines 1 thru 9)	\$ 4,212,294	\$	10
	B. Long-Term Assets			
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	3,326,758		15
16	Equipment, at Historical Cost	453,357		16
17	Accumulated Depreciation (book methods)	(2,151,877)		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	TOTAL Long-Term Assets (sum of lines 11 thru 23)	\$ 1,628,238	\$	24
25	TOTAL ASSETS (sum of lines 10 and 24)	\$ 5,840,532	\$	25

		1 Operating	2 After Consolidation*	
	C. Current Liabilities			
26	Accounts Payable	\$ 298,677	\$	26
27	Officer's Accounts Payable			27
28	Accounts Payable-Patient Deposits			28
29	Short-Term Notes Payable			29
30	Accrued Salaries Payable	105,621		30
31	Accrued Taxes Payable			31
32	Accrued Interest Payable			32
33	Deferred Compensation			33
34	Federal and State Income Taxes			34
	Other Current Liabilities(specify):			
35	Management Fee Payable	50,737		35
36	Other	219,959		36
37	TOTAL Current Liabilities (sum of lines 26 thru 36)	\$ 674,994	\$	37
	D. Long-Term Liabilities			
38	Long-Term Notes Payable			38
39	Mortgage Payable			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)	\$	\$	44
45	TOTAL LIABILITIES (sum of lines 37 and 44)	\$ 674,994	\$	45
46	TOTAL EQUITY	\$ 5,165,538	\$	46
47	TOTAL LIABILITIES AND EQUITY (sum of lines 45 and 46)	\$ 5,840,532	\$	47

*(See instructions.)

Facility Name: Asbury Court

Report Period Beginning: 1/1/17

Ending:

12/31/17

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

		1	
	I. Revenue	Amount	
	A. SLF Resident Care		
1	Gross SLF Resident Revenue	\$ 6,623,902	1
2	Discounts and Allowances		2
3	SUBTOTAL Resident Care (line 1 minus line 2)	\$ 6,623,902	3
	B. Other Operating Revenue		
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	SUBTOTAL OTHER OPERATING REVENUE (sum of lines 4 thru 10)	\$	11
	C. Non-Operating Revenue		
12	Contributions		12
13	Interest and Other Investment Income		13
14	SUBTOTAL Non-Operating Revenue (sum of lines 12 and 13)	\$	14
	D. Other Revenue (specify):		
15			15
16			16
17	SUBTOTAL Other Revenue (sum of lines 15 and 16)	\$	17
18	TOTAL REVENUE (sum of lines 3, 11, 14 and 17)	\$ 6,623,902	18

		2	
	II. Expenses	Amount	
	A. Operating Expenses		
19	General Services	1,477,207	19
20	Health Care/ Personal Care	643,459	20
21	General Administration	1,557,258	21
	B. Capital Expense		
22	Ownership	2,018,313	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)	\$ 5,696,237	28
29	Income Before Income Taxes (line 18 minus line 28)	\$ 927,665	29
30	Income Taxes	\$ 18,712	30
31	NET INCOME OR LOSS FOR THE YEAR (line 29 minus line 30)	\$ 908,953	31
	III. Net Resident Care Revenue detailed by Payer Source		
32	Medicaid - Net Inpatient Revenue	\$ 4,421,943	32
33	Private Pay - Net Inpatient Revenue	2,201,959	33
34	Medicare - Net Inpatient Revenue		34
35	Other-(specify)		35
36	Other-(specify)		36
37	TOTAL (This total must agree to Line 3)	\$ 6,623,902	37

Pg8 Line 36 Other:

Accrued Vacation and Sick	22,878.00
Accrued Expenses	36,708.00
Due to Affiliates	12.00
Entrance Fee Payable	91,331.00
State Taxes Payable	80,000.00
Clearing Acct	(13,356.00)
Payroll W/H Acct	2,386.00
Total	<u>219,959.00</u>

Related Party Expenses

VII. C.

Description	Amount
Accounting, Billing, Payroll, and Consulting Services	131,995.00
Property Taxes	497,422.00
Insurance	23,826.00
Depreciation	482,493.00
Interest	967,592.00
Other Fees	32,891.00
Amortization Expense	49,329.00
Professional Fees	3,000.00
Total Related Party Expenses	<u>2,188,548</u>

Expenses Adjustments:

Other Fees	32,891	pg. 3 IV. 10
Professional Fees	3,000	pg. 3 IV. 10
Depreciation adj.	(95,991.55)	pg. 3 IV. 17
Amortization Expense	49,329.00	pg. 3 IV. 17
Property taxes	497,422.00	pg. 3 IV. 19
Insurance	23,826.00	pg. 3 IV. 13
Interest	967,592.00	pg. 3 IV. 18
Depreciation	482,493.00	pg. 3 IV. 17
Rent	(1,588,697)	pg. 3 IV. 20
Total Adjustments	<u>371,864</u>	

[illegible]