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: 1000012

Facility Name: Saint Clares Villa

Address: 915 East 5th Street (Number) Alton (City) 62002 (Zip Code)

County: Madison

Telephone Number: (618) 463-9000 **Fax #** 618 463-0995

Federal Employer ID Number:

Date Current Owners were Certified: 4/8/02 - 33 units 7/24/02 - 31 units
Total 64 units

Type of Ownership:

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

II. CERTIFICATION BY AUTHORIZED FACILITY OFFICER

I have examined the contents of the accompanying report to the State of Illinois, for the period from _____ to _____ 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) _____

Paid Preparer

(Signed) _____ (Date)

(Print Name and Title) _____

(Firm Name & Address) _____

(Telephone) ( ) Fax # ( )

In the event there are further questions about this report, please contact:
Name: _____ **Telephone Number:** ( )
Email Address: _____

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 Saint Clares Villa Report Period Beginning: Ending:

III. STATISTICAL DATA

A. Certified units; enter number of units and unit days
Date of change in certified units / /

	1 Units at Beginning of Report Period	2 Type of Apartment	3 Units at End of Report Period	4 Unit Days During Report Period	
1	38	Studio Apartment	38	13,870	1
2	26	One Bedroom Apartment	26	9,490	2
3		Other			3
4	64	TOTALS	64	23,360	4

B. Census-For the entire report period.

	1 Type of Unit	2 Resident Days by Unit and Primary Source of Payment: Medicaid Recipient	3 Private Pay	4 Other	5 Total	
5	Single Unit	6,043	2,418		8,461	5
6	Double Unit					6
7	Other Studio	7,509	1,392		8,901	7
8	TOTALS	13,552	3,810		17,362	8

C. Percent Occupancy. (Column 5, line 8 divided by total certified bed days on line 4, column 4.) 74.32%

D. Indicate the number of paid bed-hold days the SLF had during this year 371 **Also, indicate the number of unpaid bed-hold days the SLF had during this year.** 50 **(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 [X]

F. Does the BALANCE SHEET reflect any non-SLF assets?
YES [ ] NO [X]

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

H. ACCOUNTING BASIS

ACCRUAL	MODIFIED CASH*	CASH*
[X]	[ ]	[ ]

I. Is your fiscal year identical to your tax year? [X] 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? Yes **If yes, did the facility make all of the required payments of interest and principle?** Yes
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?** N/A
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?** N/A
If no, explain.

Facility Name: Saint Clares Villa **Report Period Beginning:** **Ending:**

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

	Operating Expenses	Costs Per General Ledger				Reclassifications and Adjustments	Adjusted Total	
		Salary/Wage	Supplies	Other	Total			
	A. General Services	1	2	3	4	5	6	
1	Dietary and Food Purchase	18,613		321,353	339,966		339,966	1
2	Housekeeping, Laundry and Maintenance	58,639	4,542	124,353	187,534		187,534	2
3	Heat and Other Utilities			166,156	166,156		166,156	3
4	Other (specify): Security			44,144	44,144		44,144	4
5	**TOTAL General Services**	77,252	4,542	656,006	737,800		737,800	5
	B. Health Care and Programs							
6	Health Care/ Personal Care	281,841	4,226		286,067		286,067	6
7	Activities and Social Services	26,273	2,447		28,720		28,720	7
8	Other (specify):							8
9	**TOTAL Health Care and Programs**	308,114	6,673		314,787		314,787	9
	C. General Administration							
10	Administrative and Clerical	92,454	2,035	176,242	270,731	(2,584)	268,147	10
11	Marketing Materials, Promotions and Advertising							11
12	Employee Benefits and Payroll Taxes			97,940	97,940		97,940	12
13	Insurance-Property, Liability and Malpractice			27,777	27,777		27,777	13
14	Other (specify):							14
15	**TOTAL General Administration**	92,454	2,035	301,959	396,448	(2,584)	393,864	15
16	**TOTAL Operating Expense (Sum of lines 5, 9 and 15)**	477,820	13,250	957,965	1,449,035	(2,584)	1,446,451	16
	Capital Expenses							
	D. Ownership							
17	Depreciation			357,359	357,359		357,359	17
18	Interest			24,131	24,131		24,131	18
19	Real Estate Taxes			24,367	24,367		24,367	19
20	Rent -- Facility and Grounds							20
21	Rent -- Equipment			269	269		269	21
22	Other (specify): Amortization			120	120		120	22
23	**TOTAL Ownership**			406,246	406,246		406,246	23
24	**GRAND TOTAL (Sum of lines 16 and 23)**	477,820	13,250	1,364,211	1,855,281	(2,584)	1,852,697	24

Facility Name: Saint Clares Villa **Report Period Beginning** **Ending:**

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

	Personnel	Number of FTE	Average Hourly Wage	
1	Registered Nurses	1.04	$ 33.81	1
2	Licensed Practical Nurses			2
3	Certified Nurse Assistants	7.48	13.19	3
4	Activity Director & Assistants	0.93	13.39	4
5	Social Service Workers			5
6	Head Cook			6
7	Cook Helpers/Assistants	0.04	27.94	7
8	Dishwashers			8
9	Maintenance Workers			9
10	Housekeepers	2.82	9.89	10
11	Laundry			11
12	Managers	1.00	24.59	12
13	Other Administrative			13
14	Clerical	0.98	19.60	14
15	Marketing			15
16	Other Dining Room Assistant	0.93	8.32	16
17	Total (lines 1 thru 16)	15.22	$	17

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	None			$	1
2					2
3					3
4					4
5					5
			Total	$	6

VI. (B) Management fees paid to unrelated parties

		Amount of Fee	
1	None	$	1
2			2
		Total $	3

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
OSF St. Anthony's Health Center	Alton, IL

OTHER RELATED BUSINESS ENTITIES

Name 3	City 4	Type of Business 5
NDC Corp Equity Fd, IV	New York, NY	Limited Ptnr.
Saint Anthony's L.L.C.	Alton, IL	General Ptnr.
NCC Housing & Economic Development Corp.	New York, NY	Project Oversight

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 [X]

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 [X] 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).

Facility Name: Saint Clares Villa Report Period Beginning: Ending:

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	64			2002	$ 9,566,565	$ 344,228	27.5	$ 344,228	$	$ 4,448,242	1
2											2
3											3
4											4
5											5
	Improvement Type										
6	Beauty Shop			2003	3,685	134	27.5	134		1,646	6
7	Vinyl Flooring			2006	3,910	142	27.5	142		1,143	7
8	Nurse Call System			2014	64,274	12,855	5.0	12,855		12,855	8
9											9
10											10
11											11
12											12
13											13
14											14
15											15
16											16
17	TOTAL (lines 1 thru 16)				$ 9,638,434	$ 357,359		$ 357,359	$	$ 4,463,886	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	$ 196,034	$	$	$	5	$ 196,034	18
19	Vehicles							19
20	TOTAL (lines 18 and 19)	$ 196,034	$	$	$		$ 196,034	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: Saint Clares Villa **Report Period Beginning:** **Ending:**

IX. RENTAL COSTS

A. Building and Fixed Equipment

1. **Name of Party Holding Lease:** N/A

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

		1 Year Constructed	2 Number of Units	3 Date of Lease	4 Rental Amount	5 Total Yrs. of Lease	6 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 Name of Lender	2 Related** YES	2 Related** NO	3 Purpose of Loan	4 Date of Note	6 Amount of Note Original	6 Amount of Note Balance	7 Maturity Date	8 Interest Rate (4 Digits)	9 Reporting Period Int. Expense	
	A. Directly Facility Related										
	Long-Term										
1	IHDA Trust Fund		X	Building & Improvements	7/19/01	$ 750,000	$	8/1/41	0.0100	$ 5,606	1
2	Madison County C.D.		X	Building & Improvements	Not Dated	300,000		10/1/41	0.0582	18,525	2
3					/ /			/ /			3
	Working Capital										
4					/ /			/ /			4
5					/ /			/ /			5
6					/ /			/ /			6
7	TOTAL Facility Related					$ 1,050,000	$			$ 24,131	7
	B. Non-Facility Related										
8					/ /			/ /			8
9					/ /			/ /			9
10	TOTALS (lines 7, 8 and 9)					$ 1,050,000	$			$ 24,131	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.

Facility Name: Saint Clares Villa **Report Period Beginning:** **Ending:**

XI. BALANCE SHEET - Unrestricted Operating Fund. **As of** _____ **(last day of reporting year)**

		1 Operating	2 After Consolidation*	
	A. Current Assets			
1	Cash on Hand and in Banks	$ 41,031	$	1
2	Cash-Patient Deposits	2		2
3	Accounts & Short-Term Notes Receivable-Patients (less allowance)	404,193		3
4	Supply Inventory (priced at)			4
5	Short-Term Investments			5
6	Prepaid Insurance			6
7	Other Prepaid Expenses			7
8	Accounts Receivable (owners or related parties)			8
9	Other(specify):			9
10	**TOTAL Current Assets (sum of lines 1 thru 9)**	$ 445,226	$	10
	B. Long-Term Assets			
11	Long-Term Notes Receivable			11
12	Long-Term Investments			12
13	Land			13
14	Buildings, at Historical Cost	9,473,867		14
15	Leasehold Improvements, at Historical Cost			15
16	Equipment, at Historical Cost	360,600		16
17	Accumulated Depreciation (book methods)	(4,659,919)		17
18	Deferred Charges	3,281		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): Oper & Repl Reserves	262,278		23
24	**TOTAL Long-Term Assets (sum of lines 11 thru 23)**	$ 5,440,107	$	24
25	**TOTAL ASSETS (sum of lines 10 and 24)**	$ 5,885,333	$	25

		1 Operating	2 After Consolidation*	
	C. Current Liabilities			
26	Accounts Payable	$ 1,591	$	26
27	Officer's Accounts Payable			27
28	Accounts Payable-Patient Deposits			28
29	Short-Term Notes Payable			29
30	Accrued Salaries Payable			30
31	Accrued Taxes Payable	24,822		31
32	Accrued Interest Payable	18,995		32
33	Deferred Compensation			33
34	Federal and State Income Taxes			34
	Other Current Liabilities(specify):			
35	Due to Affiliates	998,219		35
36	Rents Received in Advance	5,000		36
37	**TOTAL Current Liabilities (sum of lines 26 thru 36)**	$ 1,048,627	$	37
	D. Long-Term Liabilities			
38	Long-Term Notes Payable			38
39	Mortgage Payable	852,695		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)**	$ 852,695	$	44
45	**TOTAL LIABILITIES (sum of lines 37 and 44)**	$ 1,901,322	$	45
46	**TOTAL EQUITY**	$ 3,984,011	$	46
47	**TOTAL LIABILITIES AND EQUITY (sum of lines 45 and 46)**	$ 5,885,333	$	47

***(See instructions.)**

Facility Name: Saint Clares Villa **Report Period Beginning:** **Ending:**

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

	Revenue	1 Amount	
	A. SLF Resident Care		
1	Gross SLF Resident Revenue	$ 1,854,222	1
2	Discounts and Allowances		2
3	**SUBTOTAL Resident Care (line 1 minus line 2)**	$ 1,854,222	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	216	12
13	Interest and Other Investment Income	493	13
14	**SUBTOTAL Non-Operating Revenue (sum of lines 12 and 13)**	$ 709	14
	D. Other Revenue (specify):		
15	**Application Fees**	350	15
16			16
17	**SUBTOTAL Other Revenue (sum of lines 15 and 16)**	$ 350	17
18	**TOTAL REVENUE (sum of lines 3, 11, 14 and 17)**	$ 1,855,281	18

	Expenses	2 Amount	
	A. Operating Expenses		
19	General Services	737,800	19
20	Health Care/ Personal Care	314,787	20
21	General Administration	396,448	21
	B. Capital Expense		
22	Ownership	406,246	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)**	$ 1,855,281	28
29	**Income Before Income Taxes (line 18 minus line 28)**	$ (0)	29
30	**Income Taxes**	$	30
31	**NET INCOME OR LOSS FOR THE YEAR (line 29 minus line 30)**	$ (0)	31

Saint Clare's Villa Attachment 1
SLF Cost Report - Adjustments
12/31/2014

ADJ #	Cost Center	Line	Col	Amount
1	Administrative and Clerical	10	5	(1,417)
	To eliminate Sales Tax Expense			
2	Administrative and Clerical	10	5	(1,167)
	To eliminate Bad Debt Expense			
				(2,584)

Saint Clare's Villa
SLF Cost Report
Related Party Disclosure
31-Dec-14

Attachment 2

Saint Clare's Villa (SCV) is owned 99.9% by NDC Corporate Equity Fund IV, L.P. (NDC) and .01% by Saint Anthony's L.L.C. (SAL).

SAL is 100% owned by OSF Saint Anthony's Health Center (SAHC), an acute care hospital.

Various services such as payroll, fringe benefits and dietary are paid for by SAHC and billed monthly to without mark-up. Other expenses such as utilities, maintenance and security are billed to SCV by SAHC based on actual SAHC cost prorated over SCV's occupied square footage. SAHC is related to SCV due to it's ownershop of SAL, the General Partner. All amounts paid to SAHC by SCV are based on cost an were subject to negotiation with an audit by the NDC, the Limited Partner.

A detailed schedule of expenses is not attached because the General Partner owns only a 0.1% interest in provider.