FOR BHF USE

LL1

IMPORTANT NOTICE
THIS AGENCY IS REQUESTING DISCLOSURE OF INFORMATION THAT IS NECESSARY TO ACCOMPLISH THE STATUTORY PURPOSE AS OUTLINED IN 210 ILCS 45/3-208. DISCLOSURE OF THIS INFORMATION IS MANDATORY. FAILURE TO PROVIDE ANY INFORMATION ON OR BEFORE THE DUE DATE WILL RESULT IN CESSATION OF PROGRAM PAYMENTS. THIS FORM HAS BEEN APPROVED BY THE FORMS MANAGEMENT CENTER.

# 2020
# STATE OF ILLINOIS
# DEPARTMENT OF HEALTHCARE AND FAMILY SERVICES
# FINANCIAL AND STATISTICAL REPORT (COST REPORT)
# FOR LONG-TERM CARE FACILITIES
# (FISCAL YEAR 2020)

**I. IDPH License ID Number:** 0047324

**Facility Name:** Manor Court of Princeton

**Address:** 140 North Sixth St (Number) Princeton (City) 61356 (Zip Code)

**County:** Bureau

**Telephone Number:** (815) 875-6600 **Fax #** (815) 875-6005

**HFS ID Number:**

**Date of Initial License for Current Owners:** 12/21/04

**Type of Ownership:**

| | | | | | |
|---|---|---|---|---|---|
| [X] | VOLUNTARY,NON-PROFIT | [ ] | PROPRIETARY | [ ] | GOVERNMENTAL |
| [X] | Charitable Corp. | [ ] | Individual | [ ] | State |
| [ ] | Trust | [ ] | Partnership | [ ] | County |
| IRS Exemption Code 501 (c) 3 | | [ ] | Corporation | [ ] | Other |
| | | [ ] | "Sub-S" Corp. | | |
| | | [ ] | Limited Liability Co. | | |
| | | [ ] | Trust | | |
| | | [ ] | Other | | |

**In the event there are further questions about this report, please contact:**
**Name:** Ron Wilson **Telephone Number:** (309) 343-1550
**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 4/1/2019 to 3/31/20 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) Darcee Fanning
(Title) Regional Director

**Paid Preparer**

(Signed) SEE ACCOUNTANTS' COMPILATION REPORT (Date)
(Print Name and Title) Larry Templin, Partner
(Firm Name & Address) Templin Healthcare Accounting Services, LLP, P.O. Box 9, Dunlap, IL 61525
(Telephone) (630) 361-2868 Fax # ( )

MAIL TO: BUREAU OF HEALTH FINANCE
ILLINOIS DEPT OF HEALTHCARE AND FAMILY SERVICES
201 S. Grand Avenue East
Springfield, IL 62763-0001 Phone # (217) 782-1630

SEE ACCOUNTANTS' PREPARATION REPORT

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

## III. STATISTICAL DATA

A. Licensure/certification level(s) of care; enter number of beds/bed days, (must agree with license). Date of change in licensed beds _____

| | 1 Beds at Beginning of Report Period | 2 Licensure Level of Care | 3 Beds at End of Report Period | 4 Licensed Bed Days During Report Period | |
|---|---|---|---|---|---|
| 1 | 125 | Skilled (SNF) | 125 | 45,750 | 1 |
| 2 | | Skilled Pediatric (SNF/PED) | | | 2 |
| 3 | | Intermediate (ICF) | | | 3 |
| 4 | | Intermediate/DD | | | 4 |
| 5 | | Sheltered Care (SC) | | | 5 |
| 6 | | ICF/DD 16 or Less | | | 6 |
| 7 | 125 | TOTALS | 125 | 45,750 | 7 |

B. Census-For the entire report period.

| | 1 Level of Care | 2 Patient Days by Level of Care and Primary Source of Payment: Medicaid Recipient | 3 Private Pay | 4 Other | 5 Total | |
|---|---|---|---|---|---|---|
| 8 | SNF | 18,913 | 11,675 | 4,548 | 35,136 | 8 |
| 9 | SNF/PED | | | | | 9 |
| 10 | ICF | | | | | 10 |
| 11 | ICF/DD | | | | | 11 |
| 12 | SC | | | | | 12 |
| 13 | DD 16 OR LESS | | | | | 13 |
| 14 | TOTALS | 18,913 | 11,675 | 4,548 | 35,136 | 14 |

C. Percent Occupancy. (Column 5, line 14 divided by total licensed bed days on line 7, column 4.) 76.80%

D. How many bed reserve days during this year were paid by the Department?
0 (Do not include bed reserve days in Section B.)

E. List all services provided by your facility for non-patients.
(E.g., day care, "meals on wheels", outpatient therapy)
None

F. Does the facility maintain a daily midnight census? Yes

G. Do pages 3 & 4 include expenses for services or investments not directly related to patient care?
YES [ ] NO [X] Non-allowable costs have been eliminated in Schedule V, Column 7

H. Does the BALANCE SHEET (page 17) reflect any non-care assets?
YES [ ] NO [X]

I. On what date did you start providing long term care at this location?
Date started 01/03/05

J. Was the facility purchased or leased after January 1, 1978?
YES [X] Date 01/03/05 NO [ ]

K. Was the facility certified for Medicare during the reporting year?
YES [X] NO [ ] If YES, enter number of beds certified 125 and days of care provided 3,557

Medicare Intermediary National Government Services

## IV. ACCOUNTING BASIS

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

Is your fiscal year identical to your tax year? YES [X] NO [ ]

Tax Year: 3/31/20 Fiscal Year: 3/31/20

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

SEE ACCOUNTANTS' PREPARATION REPORT

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

V. COST CENTER EXPENSES (throughout the report, please round to the nearest dollar)

| | Operating Expenses | Costs Per General Ledger | | | | Reclass-ification | Reclassified Total | Adjust-ments | Adjusted Total | FOR BHF USE ONLY | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Salary/Wage | Supplies | Other | Total | | | | | | | |
| | A. General Services | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | |
| 1 | Dietary | 432,760 | 31,607 | 9,805 | 474,172 | | 474,172 | (98,440) | 375,732 | | | 1 |
| 2 | Food Purchase | | 384,133 | | 384,133 | | 384,133 | (82,190) | 301,943 | | | 2 |
| 3 | Housekeeping | 182,414 | 56,786 | | 239,200 | | 239,200 | (29,269) | 209,931 | | | 3 |
| 4 | Laundry | 78,482 | 13,545 | | 92,027 | | 92,027 | (11,260) | 80,767 | | | 4 |
| 5 | Heat and Other Utilities | | | 233,062 | 233,062 | | 233,062 | (51,274) | 181,788 | | | 5 |
| 6 | Maintenance | 142,913 | 37,493 | 44,416 | 224,822 | | 224,822 | (27,429) | 197,393 | | | 6 |
| 7 | Other (specify):* | | | | | | | | | | | 7 |
| 8 | TOTAL General Services | 836,569 | 523,564 | 287,283 | 1,647,416 | | 1,647,416 | (299,862) | 1,347,554 | | | 8 |
| | B. Health Care and Programs | | | | | | | | | | | |
| 9 | Medical Director | | | 23,500 | 23,500 | | 23,500 | | 23,500 | | | 9 |
| 10 | Nursing and Medical Records | 2,466,844 | 130,485 | 14,703 | 2,612,032 | | 2,612,032 | (357,298) | 2,254,734 | | | 10 |
| 10a | Therapy | | | | | | | | | | | 10a |
| 11 | Activities | 116,975 | 8,378 | | 125,353 | | 125,353 | (1,025) | 124,328 | | | 11 |
| 12 | Social Services | 68,449 | | | 68,449 | | 68,449 | | 68,449 | | | 12 |
| 13 | CNA Training | | | 8,787 | 8,787 | | 8,787 | | 8,787 | | | 13 |
| 14 | Program Transportation | | | 5,292 | 5,292 | | 5,292 | (630) | 4,662 | | | 14 |
| 15 | Other (specify):* | | | | | | | | | | | 15 |
| 16 | TOTAL Health Care and Programs | 2,652,268 | 138,863 | 52,282 | 2,843,413 | | 2,843,413 | (358,953) | 2,484,460 | | | 16 |
| | C. General Administration | | | | | | | | | | | |
| 17 | Administrative | 247,668 | | | 247,668 | | 247,668 | (30,305) | 217,363 | | | 17 |
| 18 | Directors Fees | | | | | | | 2,332 | 2,332 | | | 18 |
| 19 | Professional Services | | | 374,378 | 374,378 | | 374,378 | (45,700) | 328,678 | | | 19 |
| 20 | Dues, Fees, Subscriptions & Promotions | | | 25,966 | 25,966 | | 25,966 | (4,463) | 21,503 | | | 20 |
| 21 | Clerical & General Office Expenses | 131,959 | 30,024 | 56,421 | 218,404 | | 218,404 | (24,870) | 193,534 | | | 21 |
| 22 | Employee Benefits & Payroll Taxes | | | 608,318 | 608,318 | | 608,318 | (83,977) | 524,341 | | | 22 |
| 23 | Inservice Training & Education | | | 4,517 | 4,517 | | 4,517 | | 4,517 | | | 23 |
| 24 | Travel and Seminar | | | 474 | 474 | | 474 | | 474 | | | 24 |
| 25 | Other Admin. Staff Transportation | | | 786 | 786 | | 786 | | 786 | | | 25 |
| 26 | Insurance-Prop.Liab.Malpractice | | | 151,321 | 151,321 | | 151,321 | (19,446) | 131,875 | | | 26 |
| 27 | Other (specify):* | | | | | | | | | | | 27 |
| 28 | TOTAL General Administration | 379,627 | 30,024 | 1,222,181 | 1,631,832 | | 1,631,832 | (206,429) | 1,425,403 | | | 28 |
| 29 | TOTAL Operating Expense (sum of lines 8, 16 & 28) | 3,868,464 | 692,451 | 1,561,746 | 6,122,661 | | 6,122,661 | (865,244) | 5,257,417 | | | 29 |

*Attach a schedule if more than one type of cost is included on this line, or if the total exceeds $1000.

SEE ACCOUNTANTS' PREPARATION REPORT

NOTE: Include a separate schedule detailing the reclassifications made in column 5. Be sure to include a detailed explanation of each reclassification.

Facility Name & ID Number Manor Court of Princeton #0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

**V. COST CENTER EXPENSES (continued)**

| | Capital Expense | Cost Per General Ledger | | | | Reclass-ification | Reclassified Total | Adjust-ments | Adjusted Total | FOR BHF USE ONLY | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Salary/Wage 1 | Supplies 2 | Other 3 | Total 4 | 5 | 6 | 7 | 8 | 9 | 10 | |
| | **D. Ownership** | | | | | | | | | | | |
| 30 | Depreciation | | | 58,286 | 58,286 | | 58,286 | 455,574 | 513,860 | | | 30 |
| 31 | Amortization of Pre-Op. & Org. | | | | | | | | | | | 31 |
| 32 | Interest | | | | | | | | | | | 32 |
| 33 | Real Estate Taxes | | | 93,800 | 93,800 | | 93,800 | (21,552) | 72,248 | | | 33 |
| 34 | Rent-Facility & Grounds | | | 885,798 | 885,798 | | 885,798 | (885,798) | | | | 34 |
| 35 | Rent-Equipment & Vehicles | | | 25,532 | 25,532 | | 25,532 | | 25,532 | | | 35 |
| 36 | Other (specify):* | | | | | | | | | | | 36 |
| 37 | **TOTAL Ownership** | | | 1,063,416 | 1,063,416 | | 1,063,416 | (451,776) | 611,640 | | | 37 |
| | **Ancillary Expense** | | | | | | | | | | | |
| | **E. Special Cost Centers** | | | | | | | | | | | |
| 38 | Medically Necessary Transportation | | | 7,248 | 7,248 | | 7,248 | | 7,248 | | | 38 |
| 39 | Ancillary Service Centers | | 221,062 | 1,245,965 | 1,467,027 | | 1,467,027 | | 1,467,027 | | | 39 |
| 40 | Barber and Beauty Shops | | | | | | | | | | | 40 |
| 41 | Coffee and Gift Shops | | | 2,314 | 2,314 | | 2,314 | (2,314) | | | | 41 |
| 42 | Provider Participation Fee | | | 255,517 | 255,517 | | 255,517 | | 255,517 | | | 42 |
| 43 | Other (specify):* **Disallowed Costs** | 52,595 | | 241,130 | 293,725 | | 293,725 | (293,725) | | | | 43 |
| 44 | **TOTAL Special Cost Centers** | 52,595 | 221,062 | 1,752,174 | 2,025,831 | | 2,025,831 | (296,039) | 1,729,792 | | | 44 |
| 45 | **GRAND TOTAL COST (sum of lines 29, 37 & 44)** | 3,921,059 | 913,513 | 4,377,336 | 9,211,908 | | 9,211,908 | (1,613,059) | 7,598,849 | | | 45 |

***Attach a schedule if more than one type of cost is included on this line, or if the total exceeds $1000.**

**SEE ACCOUNTANTS' PREPARATION REPORT**

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

## VI. ADJUSTMENT DETAIL

A. The expenses indicated below are non-allowable and should be adjusted out of Schedule V, pages 3 or 4 via column 7. In column 2 below, reference the line on which the particular cost was included. (See instructions.)

| | NON-ALLOWABLE EXPENSES | 1 Amount | 2 Refer-ence | 3 BHF USE ONLY | |
|---|---|---|---|---|---|
| 1 | Day Care | $ | | $ | 1 |
| 2 | Other Care for Outpatients | | | | 2 |
| 3 | Governmental Sponsored Special Programs | | | | 3 |
| 4 | Non-Patient Meals | (759) | 2 | | 4 |
| 5 | Telephone, TV & Radio in Resident Rooms | (9,413) | 43 | | 5 |
| 6 | Rented Facility Space | | | | 6 |
| 7 | Sale of Supplies to Non-Patients | | | | 7 |
| 8 | Laundry for Non-Patients | | | | 8 |
| 9 | Non-Straightline Depreciation | 1,925 | 30 | | 9 |
| 10 | Interest and Other Investment Income | | | | 10 |
| 11 | Discounts, Allowances, Rebates & Refunds | | | | 11 |
| 12 | Non-Working Officer's or Owner's Salary | | | | 12 |
| 13 | Sales Tax | | | | 13 |
| 14 | Non-Care Related Interest | | | | 14 |
| 15 | Non-Care Related Owner's Transactions | | | | 15 |
| 16 | Personal Expenses (Including Transportation) | | | | 16 |
| 17 | Non-Care Related Fees | (3,126) | 20 | | 17 |
| 18 | Fines and Penalties | | | | 18 |
| 19 | Entertainment | | | | 19 |
| 20 | Contributions | (63) | 43 | | 20 |
| 21 | Owner or Key-Man Insurance | | | | 21 |
| 22 | Special Legal Fees & Legal Retainers | (60) | 19 | | 22 |
| 23 | Malpractice Insurance for Individuals | | | | 23 |
| 24 | Bad Debt | (105,358) | 43 | | 24 |
| 25 | Fund Raising, Advertising and Promotional | (108,854) | 43 | | 25 |
| 26 | Income Taxes and Illinois Personal Property Replacement Tax | | | | 26 |
| 27 | CNA Training for Non-Employees | | | | 27 |
| 28 | Yellow Page Advertising | | | | 28 |
| 29 | Other-Attach Schedule See Page 5A | (1,153,765) | | | 29 |
| 30 | **SUBTOTAL (A): (Sum of lines 1-29)** | $ (1,379,473) | | $ | 30 |

| BHF USE ONLY | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 48 | | 49 | | 50 | | 51 | | 52 | |

B. If there are expenses experienced by the facility which do not appear in the general ledger, they should be entered below.(See instructions.)

| | | 1 Amount | 2 Reference | |
|---|---|---|---|---|
| 31 | Non-Paid Workers-Attach Schedule* | $ | | 31 |
| 32 | Donated Goods-Attach Schedule* | | | 32 |
| 33 | Amortization of Organization & Pre-Operating Expense | | | 33 |
| 34 | Adjustments for Related Organization Costs (Schedule VII) | (233,586) | | 34 |
| 35 | Other- Attach Schedule | | | 35 |
| 36 | **SUBTOTAL (B): (sum of lines 31-35)** | $ (233,586) | | 36 |
| 37 | **TOTAL ADJUSTMENTS (sum of SUBTOTALS (A) and (B) )** | $ (1,613,059) | | 37 |

***These costs are only allowable if they are necessary to meet minimum licensing standards. Attach a schedule detailing the items included on these lines.**

C. Are the following expenses included in Sections A to D of pages 3 and 4? If so, they should be reclassified into Section E. Please reference the line on which they appear before reclassification. (See instructions.)

| | | 1 Yes | 2 No | 3 Amount | 4 Reference | |
|---|---|---|---|---|---|---|
| 38 | Medically Necessary Transport. | | X | $ | | 38 |
| 39 | | | | | | 39 |
| 40 | Gift and Coffee Shops | | X | | | 40 |
| 41 | Barber and Beauty Shops | | X | | | 41 |
| 42 | Laboratory and Radiology | | X | | | 42 |
| 43 | Prescription Drugs | | X | | | 43 |
| 44 | | | | | | 44 |
| 45 | Other-Attach Schedule | | X | | | 45 |
| 46 | Other-Attach Schedule | | X | | | 46 |
| 47 | **TOTAL (C): (sum of lines 38-46)** | | | $ | | 47 |

**SEE ACCOUNTANTS' PREPARATION REPORT**

**Manor Court of Princeton**

**ID# 0047324**

**Report Period Beginning: 4/1/2019**

**Ending: 3/31/20**

| | NON-ALLOWABLE EXPENSES | Amount | Sch. V Line Reference | |
|---|---|---|---|---|
| 1 | Offset Vending Machine Income | $ (2,314) | 41 | 1 |
| 2 | Adjust out Hawthorne Inn SLF expenses | (98,440) | 1 | 2 |
| 3 | Adjust out Hawthorne Inn SLF expenses | (81,431) | 2 | 3 |
| 4 | Adjust out Hawthorne Inn SLF expenses | (29,269) | 3 | 4 |
| 5 | Adjust out Hawthorne Inn SLF expenses | (11,260) | 4 | 5 |
| 6 | Adjust out Hawthorne Inn SLF expenses | (51,274) | 5 | 6 |
| 7 | Adjust out Hawthorne Inn SLF expenses | (27,429) | 6 | 7 |
| 8 | Adjust out Hawthorne Inn SLF expenses | (357,298) | 10 | 8 |
| 9 | Adjust out Hawthorne Inn SLF expenses | (1,025) | 11 | 9 |
| 10 | Adjust out Hawthorne Inn SLF expenses | (630) | 14 | 10 |
| 11 | Adjust out Hawthorne Inn SLF expenses | (30,305) | 17 | 11 |
| 12 | Adjust out Hawthorne Inn SLF expenses | (45,781) | 19 | 12 |
| 13 | Adjust out Hawthorne Inn SLF expenses | (1,404) | 20 | 13 |
| 14 | Adjust out Hawthorne Inn SLF expenses | (24,976) | 21 | 14 |
| 15 | Adjust out Hawthorne Inn SLF expenses | (83,977) | 22 | 15 |
| 16 | Adjust out Hawthorne Inn SLF expenses | (20,487) | 26 | 16 |
| 17 | Adjust out Hawthorne Inn SLF expenses | (20,636) | 33 | 17 |
| 18 | Adjust out Hawthorne Inn SLF expenses | (194,876) | 34 | 18 |
| 19 | Adjust out Hawthorne Inn SLF expenses | (7,748) | 43 | 19 |
| 20 | Labs - Part A | (14,385) | 43 | 20 |
| 21 | X-Rays - Part A | (1,745) | 43 | 21 |
| 22 | Marketing Wages | (46,159) | 43 | 22 |
| 23 | Disallow Property Taxes | (916) | 33 | 23 |
| 24 | | | | 24 |
| 25 | | | | 25 |
| 26 | | | | 26 |
| 27 | | | | 27 |
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| 44 | | | | 44 |
| 45 | | | | 45 |
| 46 | | | | 46 |
| 47 | | | | 47 |
| 48 | | | | 48 |
| 49 | **Total** | (1,153,765) | | 49 |

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

## VII. RELATED PARTIES

A. Enter below the names of ALL owners and related organizations (parties) as defined in the instructions. Use Page 6-Supplemental as necessary.

| 1 OWNERS | | 2 RELATED NURSING HOMES | | 3 OTHER RELATED BUSINESS ENTITIES | | |
|---|---|---|---|---|---|---|
| Name | Ownership % | Name | City | Name | City | Type of Business |
| Residential Alternatives of Illinois, Inc. | 100 | Frances House, Inc. (FH) | | Danville Independence | Danville | Real Estate Entity |
| (Non-profit Organization) | | Residential Alternatives of Illinois, Inc. (FH is sole mem | | See Page 6 Supplemental | | |
| | | Pioneer Concepts, Inc. (FH is sole member) | | | | |
| | | Pinnacle Opportunities, Inc. (FH is sole member) | | | | |
| | | See Page 6 Supplemental for specific homes | | | | |
| | | | | | | |
| | | | | | | |

B. Are any costs included in this report which are a result of transactions with related organizations? This includes rent, management fees, purchase of supplies, and so forth. [X] YES [ ] NO

If yes, costs incurred as a result of transactions with related organizations must be fully itemized in accordance with the instructions for determining costs as specified for this form.

| 1 Schedule V | | 2 Line | 3 Cost Per General Ledger Item | 4 Amount | 5 Cost to Related Organization Name of Related Organization | 6 Percent of Ownership | 7 Operating Cost of Related Organization | 8 Difference: Adjustments for Related Organization Costs (7 minus 4) | |
|---|---|---|---|---|---|---|---|---|---|
| 1 | V | 18 | Director Fees | $ | Residential Alternatives of Illinois, Inc. | 100.00% | $ 2,332 | $ 2,332 | 1 |
| 2 | V | 19 | Professional Services | | Residential Alternatives of Illinois, Inc. | 100.00% | 141 | 141 | 2 |
| 3 | V | 20 | Dues, Fees & Subscriptions | | Residential Alternatives of Illinois, Inc. | 100.00% | 67 | 67 | 3 |
| 4 | V | 21 | Clerical & General Office | | Residential Alternatives of Illinois, Inc. | 100.00% | 106 | 106 | 4 |
| 5 | V | 26 | Property Insurance | | Residential Alternatives of Illinois, Inc. | 100.00% | 1,041 | 1,041 | 5 |
| 6 | V | | | | | | | | 6 |
| 7 | V | | | | | | | | 7 |
| 8 | V | | | | | | | | 8 |
| 9 | V | | | | | | | | 9 |
| 10 | V | | | | | | | | 10 |
| 11 | V | | | | | | | | 11 |
| 12 | V | | | | | | | | 12 |
| 13 | V | | | | | | | | 13 |
| 14 | Total | | | $ | | | $ 3,687 | $ * 3,687 | 14 |

* Total must agree with the amount recorded on line 34 of Schedule VI.

SEE ACCOUNTANTS' PREPARATION REPORT

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

**VII. RELATED PARTIES (continued)**

**B. Are any costs included in this report which are a result of transactions with related organizations? This includes rent, management fees, purchase of supplies, and so forth.** [X] YES [ ] NO

**If yes, costs incurred as a result of transactions with related organizations must be fully itemized in accordance with the instructions for determining costs as specified for this form.**

| 1 Schedule V | | 2 Line | 3 Cost Per General Ledger Item | 4 Amount | 5 Cost to Related Organization Name of Related Organization | 6 Percent of Ownership | 7 Operating Cost of Related Organization | 8 Difference: Adjustments for Related Organization Costs (7 minus 4) | |
|---|---|---|---|---|---|---|---|---|---|
| 15 | V | 34 | Facility Rent | 690,922 | Hawthorne Inn of Princeton, LLC | 0.00% | $ | $ (690,922) | 15 |
| 16 | V | 30 | Depreciation Expense | | Hawthorne Inn of Princeton, LLC | 0.00% | 453,649 | 453,649 | 16 |
| 17 | V | | | | | | | | 17 |
| 18 | V | | | | | | | | 18 |
| 19 | V | | | | | | | | 19 |
| 20 | V | | | | | | | | 20 |
| 21 | V | | | | | | | | 21 |
| 22 | V | | | | | | | | 22 |
| 23 | V | | | | | | | | 23 |
| 24 | V | | | | | | | | 24 |
| 25 | V | | | | | | | | 25 |
| 26 | V | | | | | | | | 26 |
| 27 | V | | | | | | | | 27 |
| 28 | V | | | | | | | | 28 |
| 29 | V | | | | | | | | 29 |
| 30 | V | | | | | | | | 30 |
| 31 | V | | | | | | | | 31 |
| 32 | V | | | | | | | | 32 |
| 33 | V | | | | | | | | 33 |
| 34 | V | | | | | | | | 34 |
| 35 | V | | | | | | | | 35 |
| 36 | V | | | | | | | | 36 |
| 37 | V | | | | | | | | 37 |
| 38 | V | | | | | | | | 38 |
| 39 | Total | | | $ 690,922 | | | $ 453,649 | $ * (237,273) | 39 |

* Total must agree with the amount recorded on line 34 of Schedule VI.

SEE ACCOUNTANTS' PREPARATION REPORT

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

## VII. RELATED PARTIES

A. (Continued) **Enter below the names of ALL owners and related organizations (parties) as defined in the instructions.**

| | 1 OWNERS | | 2 RELATED NURSING HOMES | | 3 OTHER RELATED BUSINESS ENTITIES | | | |
|---|---|---|---|---|---|---|---|---|
| | Name | Ownership % | Name | City | Name | City | Type of Business | |
| 1 | Residential Alternatives of Illinois | 100% | Hawthorne Inn of Danville | Danville | | | | 1 |
| 2 | Residential Alternatives of Illinois | 100% | Manor Court of Clinton | Clinton | | | | 2 |
| 3 | Residential Alternatives of Illinois | 100% | Manor Court of Freeport | Freeport | | | | 3 |
| 4 | Residential Alternatives of Illinois | 100% | Manor Court of Peoria | Peoria | | | | 4 |
| 5 | Residential Alternatives of Illinois | 100% | Manor Court of Peru | Peru | | | | 5 |
| 6 | Residential Alternatives of Illinois | 100% | Manor Court of Princeton | Princeton | | | | 6 |
| 7 | Residential Alternatives of Illinois | 100% | | | Hawthorne Inn of Fre | Freeport, IL | Supportive Living F | 7 |
| 8 | Residential Alternatives of Illinois | 100% | | | Hawthorne Inn of Peo | Peoria, IL | Assisted Living Faci | 8 |
| 9 | Residential Alternatives of Illinois | 100% | | | Hawthorne Inn of Per | Peru, IL | Assisted Living Faci | 9 |
| 10 | Residential Alternatives of Illinois | 100% | | | Liberty Estates of Gen | Geneseo, IL | Asst'd & Ind Living | 10 |
| 11 | Residential Alternatives of Illinois | 100% | | | Liberty Estates of Stre | Streator, IL | Asst'd & Ind Living | 11 |
| 12 | Residential Alternatives of Illinois | 100% | | | Liberty Estates of Dan | Danville, IL | Independent Living | 12 |
| 13 | Residential Alternatives of Illinois | 100% | | | Liberty Estates of Fre | Freeport, IL | Independent Living | 13 |
| 14 | Residential Alternatives of Illinois | 100% | | | Liberty Estates of Peo | Peoria, IL | Independent Living | 14 |
| 15 | Residential Alternatives of Illinois | 100% | | | Liberty Estates of Per | Peru, IL | Independent Living | 15 |
| 16 | Residential Alternatives of Illinois | 100% | Windmill Manor | Coralville IA | | | | 16 |
| 17 | Residential Alternatives of Illinois | 100% | | | Hawthorne Inn of Roc | Rochelle, IL | Assisted Living Faci | 17 |
| 18 | Frances House, Inc. | 100% | Casa Willis | Sterling, IL | Woodburn | Sterling, IL | CILA | 18 |
| 19 | Frances House, Inc. | 100% | Freeport Terrace | Freeport, IL | | | | 19 |
| 20 | Frances House, Inc. | 100% | Gordon Jones Terrace | Lanark, IL | | | | 20 |
| 21 | Frances House, Inc. | 100% | Hallam Terrace | Rockford, IL | | | | 21 |
| 22 | Frances House, Inc. | 100% | Hammett House | Sterling, IL | | | | 22 |
| 23 | Frances House, Inc. | 100% | Kanthak House | Ottawa, IL | | | | 23 |
| 24 | Frances House, Inc. | 100% | Olson Terrace | Rockford, IL | | | | 24 |
| 25 | Frances House, Inc. | 100% | Ridge Terrace | Freeport, IL | | | | 25 |
| 26 | Frances House, Inc. | 100% | Cantebury Place | Rockford, IL | | | | 26 |
| 27 | Frances House, Inc. | 100% | Glenwood Villa | Rockford, IL | | | | 27 |
| 28 | Frances House, Inc. | 100% | Rockton Court | Rockford, IL | | | | 28 |
| 29 | Frances House, Inc. | 100% | Rose House | Moline, IL | | | | 29 |
| 30 | Frances House, Inc. | 100% | Seborg Terrace | Rockford, IL | | | | 30 |

SEE ACCOUNTANTS' PREPARATION REPORT

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

VII. RELATED PARTIES

A. (Continued) Enter below the names of ALL owners and related organizations (parties) as defined in the instructions.

| | 1 OWNERS | | 2 RELATED NURSING HOMES | | 3 OTHER RELATED BUSINESS ENTITIES | | | |
|---|---|---|---|---|---|---|---|---|
| | Name | Ownership % | Name | City | Name | City | Type of Business | |
| 1 | Frances House, Inc. | 100% | Smith Square | Moline, IL | | | | 1 |
| 2 | Frances House, Inc. | 100% | Stern Square | Sterling, IL | | | | 2 |
| 3 | Frances House, Inc. | 100% | Stouffer Terrace | Oregon, IL | | | | 3 |
| 4 | Frances House, Inc. | 100% | Lewis Terrace | North Chicago, Il | | | | 4 |
| 5 | Frances House, Inc. | 100% | Seymour Terrace | North Chicago, Il | | | | 5 |
| 6 | Frances House, Inc. | 100% | Waukegan Terrace | Waukegan, IL | | | | 6 |
| 7 | Frances House, Inc. | 100% | Pine Terrace | Waukegan, IL | | | | 7 |
| 8 | Pioneer Concepts, Inc. | 100% | Broadway Terrace | Chicago Heights, IL | Woodgate | Matteson | CILA | 8 |
| 9 | Pioneer Concepts, Inc. | 100% | Carole Lane Terrace | Sauk Village, IL | Thornton | Thornton | CILA | 9 |
| 10 | Pioneer Concepts, Inc. | 100% | Flossmoor Terrace | Flossmoor, IL | | | | 10 |
| 11 | Pioneer Concepts, Inc. | 100% | Ravisloe Terrace | Country Club Hills, IL | | | | 11 |
| 12 | Pioneer Concepts, Inc. | 100% | Spaulding Terrace | Markham, IL | | | | 12 |
| 13 | Pioneer Concepts, Inc. | 100% | Calumet City Terrace | Calumet City, IL | | | | 13 |
| 14 | Pioneer Concepts, Inc. | 100% | Dolton Terrace | Dolton, IL | | | | 14 |
| 15 | Pioneer Concepts, Inc. | 100% | Lynwood Terrace | Lynwood, IL | | | | 15 |
| 16 | Pioneer Concepts, Inc. | 100% | Holland Terrace | South Holland, IL | | | | 16 |
| 17 | Pioneer Concepts, Inc. | 100% | Matteson Court | Matteson, IL | | | | 17 |
| 18 | Pioneer Concepts, Inc. | 100% | Priarie House | Sauk Village, IL | | | | 18 |
| 19 | Pioneer Concepts, Inc. | 100% | Torrence Place | Sauk Village, IL | | | | 19 |
| 20 | Pinnacle Opportunities | 100% | Chambness Square | Bourbannais, IL | Gravlin Square | Bradley, IL | CILA | 20 |
| 21 | Pinnacle Opportunities | 100% | Collins Square | Bradley, IL | | | | 21 |
| 22 | Pinnacle Opportunities | 100% | Dearborn Court | Kankakee, IL | | | | 22 |
| 23 | Pinnacle Opportunities | 100% | River Court | Kankakee, IL | | | | 23 |
| 24 | Pinnacle Opportunities | 100% | Station Court | Kankakee, IL | | | | 24 |
| 25 | Pinnacle Opportunities | 100% | Eagle Court | Kankakee, IL | | | | 25 |
| 26 | Pinnacle Opportunities | 100% | Kankakee Court | Kankakee, IL | | | | 26 |
| 27 | Pinnacle Opportunities | 100% | Roy Court | Bourbannais, IL | | | | 27 |
| 28 | Pinnacle Opportunities | 100% | Hunt Terrace | Kankakee, IL | | | | 28 |
| 29 | | | | | | | | 29 |
| 30 | | | | | | | | 30 |

SEE ACCOUNTANTS' PREPARATION REPORT

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

**VII. RELATED PARTIES (continued)**

**C. Statement of Compensation and Other Payments to Owners, Relatives and Members of Board of Directors.**

**NOTE: ALL owners ( even those with less than 5% ownership) and their relatives who receive any type of compensation from this home must be listed on this schedule.**

| | 1 | 2 | 3 | 4 | 5 | 6 | | 7 | | 8 | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | Name | Title | Function | Ownership Interest | Compensation Received From Other Nursing Homes* | Average Hours Per Work Week Devoted to this Facility and % of Total Work Week Hours | Percent | Compensation Included in Costs for this Reporting Period** Description | Amount | Schedule V. Line & Column Reference | |
| 1 | John Kniery | President & Director | Administrative | 0.00 | See Att. Sch 7A | 1 | <1% | Director Fees | $ 583 | L18, C7 | 1 |
| 2 | Doug Biederstedt | Director | Administrative | 0.00 | See Att. Sch 7A | 1 | <1% | Director Fees | 389 | L18, C7 | 2 |
| 3 | Jeff Shaw | Secretary & Director | Administrative | 0.00 | See Att. Sch 7A | 1 | <1% | Director Fees | 583 | L18, C7 | 3 |
| 4 | William Kempiners | Director | Administrative | 0.00 | See Att. Sch 7A | 1 | <1% | Director Fees | 583 | L18, C7 | 4 |
| 5 | Ben McMahan | President & Director | Administrative | 0.00 | See Att. Sch 7A | 1 | <1% | Director Fees | 194 | L18, C7 | 5 |
| 6 | | | | | | | | | | | 6 |
| 7 | | | | | | | | | | | 7 |
| 8 | | | | | | | | | | | 8 |
| 9 | No board members provide services or have business entities that provide services to the facility. | | | | | | | | | | 9 |
| 10 | | | | | | | | | | | 10 |
| 11 | | | | | | | | | | | 11 |
| 12 | | | | | | | | | | | 12 |
| 13 | | | | | | | | TOTAL | $ 2,332 | | 13 |

* If the owner(s) of this facility or any other related parties listed above have received compensation from other nursing homes, attach a schedule detailing the name(s) of the home(s) as well as the amount paid. THIS AMOUNT MUST AGREE TO THE AMOUNTS CLAIMED ON THE THE OTHER NURSING HOMES' COST REPORTS.

** This must include all forms of compensation paid by related entities and allocated to Schedule V of this report (i.e., management fees). FAILURE TO PROPERLY COMPLETE THIS SCHEDULE INDICATING ALL FORMS OF COMPENSATION RECEIVED FROM THIS HOME, ALL OTHER NURSING HOMES AND MANAGEMENT COMPANIES MAY RESULT IN THE DISALLOWANCE OF SUCH COMPENSATION.

SEE ACCOUNTANTS' PREPARATION REPORT

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

## VIII. ALLOCATION OF INDIRECT COSTS

A. Are there any costs included in this report which were derived from allocations of central office or parent organization costs? (See instructions.) YES [X] NO [ ]

B. Show the allocation of costs below. If necessary, please attach worksheets.

Name of Related Organization: Residential Alternatives of Illinois, Inc.
Street Address: 285 S. Farnham
City / State / Zip Code: Galesburg, IL 61401
Phone Number: ( 309) 343-1550
Fax Number: ( 309) 343-2857

| | 1 Schedule V Line Reference | 2 Item | 3 Unit of Allocation (i.e.,Days, Direct Cost, Square Feet) | 4 Total Units | 5 Number of Subunits Being Allocated Among | 6 Total Indirect Cost Being Allocated | 7 Amount of Salary Cost Contained in Column 6 | 8 Facility Units | 9 Allocation (col.8/col.4)x col.6 | |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 18 | Director Fees | Weighted Avg BDA | 353,190 | 17 | $ 18,000 | $ | 45,750 | $ 2,332 | 1 |
| 2 | 19 | Professional Services | Weighted Avg BDA | 353,190 | 17 | 1,086 | $ | 45,750 | 141 | 2 |
| 3 | 20 | Dues, Fees & Subscriptions | Weighted Avg BDA | 353,190 | 17 | 520 | | 45,750 | 67 | 3 |
| 4 | 21 | Clerical & General Office | Weighted Avg BDA | 353,190 | 17 | 819 | | 45,750 | 106 | 4 |
| 5 | 26 | Property Insurance | Weighted Avg BDA | 353,190 | 17 | 8,040 | | 45,750 | 1,041 | 5 |
| 6 | | | | | | | | | | 6 |
| 7 | | | | | | | | | | 7 |
| 8 | | | | | | | | | | 8 |
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| 21 | | | | | | | | | | 21 |
| 22 | | | | | | | | | | 22 |
| 23 | | | | | | | | | | 23 |
| 24 | | | | | | | | | | 24 |
| 25 | TOTALS | | | | | $ 28,465 | $ | | $ 3,687 | 25 |

SEE ACCOUNTANTS' PREPARATION REPORT

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

**IX. INTEREST EXPENSE AND REAL ESTATE TAX EXPENSE**

**A. Interest: (Complete details must be provided for each loan - attach a separate schedule if necessary.)**

| | 1 | 2 | | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Name of Lender | Related** YES | Related** NO | Purpose of Loan | Monthly Payment Required | Date of Note | Amount of Note Original | Amount of Note Balance | Maturity Date | Interest Rate (4 Digits) | Reporting Period Interest Expense | |
| | A. Directly Facility Related Long-Term | | | | | | | | | | | |
| 1 | | | | | | | | | | | | 1 |
| 2 | N/A | | | | | | | | | | | 2 |
| 3 | | | | | | | | | | | | 3 |
| 4 | | | | | | | | | | | | 4 |
| 5 | | | | | | | | | | | | 5 |
| | Working Capital | | | | | | | | | | | |
| 6 | | | | | | | | | | | | 6 |
| 7 | | | | | | | | | | | | 7 |
| 8 | | | | | | | | | | | | 8 |
| 9 | TOTAL Facility Related | | | | | | $ | $ | | | $ | 9 |
| | B. Non-Facility Related* | | | | | | | | | | | |
| 10 | | | | | | | | | | | | 10 |
| 11 | | | | | | | | | | | | 11 |
| 12 | | | | | | | | | | | | 12 |
| 13 | | | | | | | | | | | | 13 |
| 14 | TOTAL Non-Facility Related | | | | | | $ | $ | | | $ | 14 |
| 15 | TOTALS (line 9+line14) | | | | | | $ | $ | | | $ | 15 |

**16)** Please indicate the total amount of mortgage insurance expense and the location of this expense on Sch. V. **$** _____ **Line #** _____

*** Any interest expense reported in this section should be adjusted out on page 5, line 14 and, consequently, page 4, col. 7. (See instructions.)**

**SEE ACCOUNTANTS' PREPARATION REPORT**

**** If there is ANY overlap in ownership between the facility and the lender, this must be indicated in column 2. (See instructions.)**

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

## IX. INTEREST EXPENSE AND REAL ESTATE TAX EXPENSE (continued)

### B. Real Estate Taxes

| | | | |
|---|---|---|---|
| 1. Real Estate Tax accrual used on 2019 report. **Important, please see the next worksheet, "RE_Tax". The real estate tax statement and bill must accompany the cost report.** | | $ 126,948 | 1 |
| 2. Real Estate Taxes paid during the year: (Indicate the tax year to which this payment applies. If payment covers more than one year, detail below.) | 2018 | $ 94,764 | 2 |
| 3. Under or (over) accrual (line 2 minus line 1). | | $ (32,184) | 3 |
| 4. Real Estate Tax accrual used for 2020 report. (Detail and explain your calculation of this accrual on the lines below.) | | $ 125,068 | 4 |
| 5. Direct costs of an appeal of tax assessments which has NOT been included in professional fees or other general operating costs on Schedule V, sections A, B or C. **(Describe appeal cost below. Attach copies of invoices to support the cost and a copy of the appeal filed with the county.)** | | $ | 5 |
| 6. Subtract a refund of real estate taxes. You must offset the full amount of any direct appeal costs classified as a real estate tax cost plus one-half of any remaining refund. | **Less SLF Portion of Expense** | (20,636) | |
| **TOTAL REFUND $ For Tax Year.** **(Attach a copy of the real estate tax appeal board's decision.)** | | $ (20,636) | 6 |
| 7. Real Estate Tax expense reported on Schedule V, line 33. This should be a combination of lines 3 thru 6. | | $ 72,248 | 7 |

Real Estate Tax History:

| Real Estate Tax Bill for Calendar Year: | | | |
|---|---|---|---|
| | 2015 | 106,063 | 8 |
| | 2016 | 94,060 | 9 |
| | 2017 | 96,401 | 10 |
| | 2018 | 94,764 | 11 |
| | 2019 | 96,549 | 12 |

**This facility is leased from a related not-for-profit entity. The lease agreement requires the lessee to the pay the real estate taxes. Amount accrued includes the estimated expense for 12 months of 2019 and 3 months of 2020.**

**Taxes paid were for the 2018 tax bill.**

| | FOR BHF USE ONLY | | |
|---|---|---|---|
| 13 | FROM R. E. TAX STATEMENT FOR 2019 | $ | 13 |
| 14 | PLUS APPEAL COST FROM LINE 5 | $ | 14 |
| 15 | LESS REFUND FROM LINE 6 | $ | 15 |
| 16 | AMOUNT TO USE FOR RATE CALCULATION | $ | 16 |

**NOTES:**

1. **Please indicate a negative number by use of brackets( ). Deduct any overaccrual of taxes from prior year.**
2. **If facility is a non-profit which pays real estate taxes, you must attach a denial of an application for real estate tax exemption unless the building is rented from a for-profit entity.**
   **This denial must be no more than four years old at the time the cost report is filed.**

**SEE ACCOUNTANTS' PREPARATION REPORT**

# 2019 LONG TERM CARE REAL ESTATE TAX STATEMENT

FACILITY NAME Manor Court of Princeton COUNTY Bureau

FACILITY IDPH LICENSE NUMBER 0047324

CONTACT PERSON REGARDING THIS REPORT Ron Wilson

TELEPHONE (309) 343-1550 FAX #: (309) 343-2857

A. **Summary of Real Estate Tax Cost**

Enter the tax index number and real estate tax assessed for 2019 on the lines provided below. Enter only the portion of the cost that applies to the operation of the nursing home in Column D. Real estate tax applicable to any portion of the nursing home property which is vacant, rented to other organizations, or used for purposes other than long term care must not be entered in Column D. Do not include cost for any period other than calendar year 2019.

| | (A) Tax Index Number | (B) Property Description | (C) Total Tax | (D) Tax Applicable to Nursing Home |
|---|---|---|---|---|
| 1. | 16-16-226-010 | 140 N. Sixth St. | $ 96,548.80 | $ 75,308.00 |
| 2. | | Princeton | $ | $ |
| 3. | | E SI OF NE COR OF PT L 98 | $ | $ |
| 4. | | | $ | $ |
| 5. | | | $ | $ |
| 6. | | | $ | $ |
| 7. | | | $ | $ |
| 8. | | | $ | $ |
| 9. | | | $ | $ |
| 10. | | | $ | $ |
| | | **TOTALS** | $ 96,548.80 | $ 75,308.00 |

B. **Real Estate Tax Cost Allocations**

Does any portion of the tax bill apply to more than one nursing home, vacant property, or property which is not directly used for nursing home services? X YES _____ NO

If YES, attach an explanation and a schedule which shows the calculation of the cost allocated to the nursing home. (Generally the real estate tax cost must be allocated to the nursing home based upon sq. ft. of space used.)

C. **Tax Bills**

Attach copies of the original 2019 tax bills which were listed in Section A to this statement. Be sure to use the 2019 tax bill which is normally paid during 2020.

**PLEASE NOTE:** ***Payment information from the Internet*** or otherwise is ***not considered acceptable tax bill documentation*** . Facilities located in Cook County are required to provide copies of their original **second installment** tax bill.

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

## X. BUILDING AND GENERAL INFORMATION:

A. Square Feet: 38,703 B. General Construction Type: Exterior Brick Frame Wood Number of Stories 1

C. Does the Operating Entity? [ ] (a) Own the Facility [X] (b) Rent from a Related Organization. [ ] (c) Rent from Completely Unrelated Organization.

(Facilities checking (a) or (b) must complete Schedule XI. Those checking (c) may complete Schedule XI or Schedule XII-A. See instructions.)

D. Does the Operating Entity? [X] (a) Own the Equipment [ ] (b) Rent equipment from a Related Organization. [X] (c) Rent equipment from Completely Unrelated Organization.

(Facilities checking (a) or (b) must complete Schedule XI-C. Those checking (c) may complete Schedule XI-C or Schedule XII-B. See instructions.)

E. List all other business entities owned by this operating entity or related to the operating entity that are located on or adjacent to this nursing home's grounds (such as, but not limited to, apartments, assisted living facilities, day training facilities, day care, independent living facilities, CNA training facilities, etc.) List entity name, type of business, square footage, and number of beds/units available (where applicable).

None

F. Does this cost report reflect any organization or pre-operating costs which are being amortized? [ ] YES [X] NO
If so, please complete the following:

1. Total Amount Incurred: N/A
2. Number of Years Over Which it is Being Amortized:
3. Current Period Amortization:
4. Dates Incurred:

Nature of Costs:
(Attach a complete schedule detailing the total amount of organization and pre-operating costs.)

## XI. OWNERSHIP COSTS:

A. Land.

| | 1 Use | 2 Square Feet | 3 Year Acquired | 4 Cost | |
|---|---|---|---|---|---|
| 1 | Facility SNF | | 2009 | $ 50,700 | 1 |
| 2 | | | | | 2 |
| 3 | TOTALS | | | $ 50,700 | 3 |

SEE ACCOUNTANTS' PREPARATION REPORT

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

XI. OWNERSHIP COSTS (continued)

B. Building and Improvement Costs-Including Fixed Equipment. (See instructions.) Round all numbers to nearest dollar.

| | 1 Beds* | 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 | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 4 | 98 | | 2009 | | $ 5,371,483 | $ | 25 | $ 214,860 | $ 214,860 | $ 2,218,233 | 4 |
| 5 | 27 | | 2013 | | 2,946,720 | | 25 | 117,869 | 117,869 | 756,325 | 5 |
| 6 | | | | | | | | | | | 6 |
| 7 | | | | | | | | | | | 7 |
| 8 | | | | | | | | | | | 8 |
| | Improvement Type** | | | | | | | | | | |
| 9 | Electric Signs | | | 2005 | 4,098 | | 10 | | | 4,098 | 9 |
| 10 | Electrical Lighting - Landscaping, Fiberglass Insulation | | | 2006 | 12,540 | 608 | 10-15 yrs | 608 | | 11,628 | 10 |
| 11 | Sign | | | 2007 | 2,600 | | 10 | | | 2,600 | 11 |
| 12 | New Roof | | | 2008 | 144,175 | | 10 | | | 144,175 | 12 |
| 13 | Paved Parking Lot and Sidewalks | | | 2009 | 174,779 | | 15 | 11,651 | 11,651 | 120,403 | 13 |
| 14 | AC Unit Kitchen | | | 2010 | 5,429 | 543 | 10 | 543 | | 5,203 | 14 |
| 15 | Dry Valve for Sprinkler System | | | 2011 | 7,258 | 726 | 10 | 726 | | 6,715 | 15 |
| 16 | Dining Room Wallpaper/Paint/Carpet/Desk/Countertops | | | 2011 | 14,230 | 1,423 | 10 | 1,423 | | 13,044 | 16 |
| 17 | 3x6 Single Face Lighted Sign | | | 2010 | 2,620 | 262 | 10 | 262 | | 2,598 | 17 |
| 18 | Shower Remodels (concrete shower stalls, sealer, paint) | | | 2011 | 7,350 | 735 | 10 | 735 | | 6,676 | 18 |
| 19 | Office Partitions | | | 2011 | 2,893 | 289 | 10 | 289 | | 2,628 | 19 |
| 20 | Phys Ther Addition:wood frame/drywall/roof/landscaping/cabinets/paint | | | 2010 | 526,495 | | 12 | 43,874 | 43,874 | 420,464 | 20 |
| 21 | Air Conditioner - 5 Ton | | | 2011 | 4,400 | 440 | 10 | 440 | | 3,850 | 21 |
| 22 | Lake Patio and Shelter: Roof/Footings/Gutters/Sidewalk/Washouts Aroun | | | 2012 | 23,098 | | 12 | 1,925 | 1,925 | 14,117 | 22 |
| 23 | Theatre Room-electrical wiring/install screen & speakers | | | 2013 | 15,158 | 1,516 | 10 | 1,516 | | 10,485 | 23 |
| 24 | New Water Heater | | | 2013 | 10,277 | 1,028 | 10 | 1,028 | | 6,510 | 24 |
| 25 | New Furnace | | | 2014 | 4,145 | 276 | 15 | 276 | | 1,681 | 25 |
| 26 | | | | | | | | | | | 26 |
| 27 | Dining Room: Drywall/Beams/Trim/Paint/Wallpaper | | | 2014 | 5,315 | 443 | 12 | 443 | | 2,621 | 27 |
| 28 | East Wing/Kitchen Doors | | | 2014 | 9,000 | 900 | 10 | 900 | | 5,250 | 28 |
| 29 | Water Heater | | | 2014 | 10,194 | 1,019 | 10 | 1,019 | | 5,947 | 29 |
| 30 | New Workstations - Activity to Offices- Cubicles / Cabinets | | | 2016 | 12,510 | 1,251 | 10 | 1,251 | | 4,587 | 30 |
| 31 | VCT Tile - Resident Rooms | | | 2017 | 24,148 | 2,415 | 10 | 2,415 | | 6,239 | 31 |
| 32 | Sidewalk | | | 2017 | 10,602 | 707 | 15 | 707 | | 1,826 | 32 |
| 33 | Wallpaer-Library/TV Room/Nurses Station | | | 2018 | 9,452 | 1,890 | 5 | 1,890 | | 4,253 | 33 |
| 34 | Small Asphalt Parking Area | | | 2018 | 4,495 | 562 | 8 | 562 | | 796 | 34 |
| 35 | Nurse Call System | | | 2018 | 104,793 | 10,479 | 10 | 10,479 | | 13,972 | 35 |
| 36 | | | | | | | | | | | 36 |

*Total beds on this schedule must agree with page 2.

**Improvement type must be detailed in order for the cost report to be considered complete.

See Page 12A, Line 70 for total

SEE ACCOUNTANTS' PREPARATION REPORT

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

XI. OWNERSHIP COSTS (continued)

B. Building and Improvement Costs-Including Fixed Equipment. (See instructions.) Round all numbers to nearest dollar.

| | 1<br>Improvement Type** | 3<br>Year Constructed | 4<br>Cost | 5<br>Current Book Depreciation | 6<br>Life in Years | 7<br>Straight Line Depreciation | 8<br>Adjustments | 9<br>Accumulated Depreciation | |
|---|---|---|---|---|---|---|---|---|---|
| 37 | 2 Carrier (4 and 5 Ton) AC Units -200 Hallway/200 Dining Room | 2018 | 6,785 | 1,357 | 5 | 1,357 | $ | $ 2,601 | 37 |
| 38 | Asphalt Entire Parking Lot | 2019 | 16,824 | 1,052 | 8 | 1,052 | | 1,052 | 38 |
| 39 | 4 PTAC Units | 2019 | 3,067 | 256 | 5 | 256 | | 256 | 39 |
| 40 | Hall 100 Shower Privacy Curtains | 2019 | 5,100 | 340 | 5 | 340 | | 340 | 40 |
| 41 | | | | | | | | | 41 |
| 42 | | | | | | | | | 42 |
| 43 | | | | | | | | | 43 |
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| 68 | | | | | | | | | 68 |
| 69 | | | | | | | | | 69 |
| 70 | TOTAL (lines 4 thru 69) | | $ 9,502,033 | $ 30,517 | | $ 420,696 | $ 390,179 | $ 3,801,173 | 70 |

SEE ACCOUNTANTS' PREPARATION REPORT

**Improvement type must be detailed in order for the cost report to be considered complete.

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

## XI. OWNERSHIP COSTS (continued)

### C. Equipment Costs-Excluding Transportation. (See instructions.)

| | Category of Equipment | 1 Cost | Current Book Depreciation 2 | Straight Line Depreciation 3 | 4 Adjustments | Component Life 5 | Accumulated Depreciation 6 | |
|---|---|---|---|---|---|---|---|---|
| 71 | Purchased in Prior Years | $ 1,085,514 | $ 26,861 | $ 92,256 | $ 65,395 | 3-15 yrs | $ 875,482 | 71 |
| 72 | Current Year Purchases | 12,986 | 908 | 908 | | 5-7 yrs | 908 | 72 |
| 73 | Fully Depreciated Assets | 155,734 | | | | | 155,734 | 73 |
| 74 | | | | | | | | 74 |
| 75 | TOTALS | $ 1,254,234 | $ 27,769 | $ 93,164 | $ 65,395 | | $ 1,032,124 | 75 |

### D. Vehicle Costs. (See instructions.)*

| | 1 Use | Model, Make and Year 2 | Year Acquired 3 | 4 Cost | Current Book Depreciation 5 | Straight Line Depreciation 6 | 7 Adjustments | Life in Years 8 | Accumulated Depreciation 9 | |
|---|---|---|---|---|---|---|---|---|---|---|
| 76 | Patient Care | 2005 Ford E350 Van | 2005 | $ 46,919 | $ | $ | $ | 4 | $ 46,919 | 76 |
| 77 | | | | | | | | | | 77 |
| 78 | | | | | | | | | | 78 |
| 79 | | | | | | | | | | 79 |
| 80 | TOTALS | | | $ 46,919 | $ | $ | $ | | $ 46,919 | 80 |

### E. Summary of Care-Related Assets

| | | 1 Reference | 2 Amount | |
|---|---|---|---|---|
| 81 | Total Historical Cost | (line 3, col.4 + line 70, col.4 + line 75, col.1 + line 80, col.4) + (Pages 12B thru 12I, if applicable) | $ 10,853,886 | 81 |
| 82 | Current Book Depreciation | (line 70, col.5 + line 75, col.2 + line 80, col.5) + (Pages 12B thru 12I, if applicable) | $ 58,286 | 82 |
| 83 | Straight Line Depreciation | (line 70, col.7 + line 75, col.3 + line 80, col.6) + (Pages 12B thru 12I, if applicable) | $ 513,860 | 83 ** |
| 84 | Adjustments | (line 70, col.8 + line 75, col.4 + line 80, col.7) + (Pages 12B thru 12I, if applicable) | $ 455,574 | 84 |
| 85 | Accumulated Depreciation | (line 70, col.9 + line 75, col.6 + line 80, col.9) + (Pages 12B thru 12I, if applicable) | $ 4,880,216 | 85 |

### F. Depreciable Non-Care Assets Included in General Ledger. (See instructions.)

| | 1 Description & Year Acquired | 2 Cost | Current Book Depreciation 3 | Accumulated Depreciation 4 | |
|---|---|---|---|---|---|
| 86 | Truck - 2004 | $ 3,500 | $ | $ 3,500 | 86 |
| 87 | 2003 GMC Van - 2005 | 29,800 | | 29,800 | 87 |
| 88 | 2000 Ford F250 - 2006 | 8,425 | | 8,425 | 88 |
| 89 | See Sch 13A | 1,942,951 | 90,650 | 982,810 | 89 |
| 90 | 2010 Toyota Corolla | 16,300 | | 16,300 | 90 |
| 91 | TOTALS | $ 2,000,976 | $ 90,650 | $ 1,040,835 | 91 |

### G. Construction-in-Progress

| | Description | Cost | |
|---|---|---|---|
| 92 | N/A | $ | 92 |
| 93 | | | 93 |
| 94 | | | 94 |
| 95 | | $ | 95 |

* Vehicles used to transport residents to & from day training must be recorded in XI-F, not XI-D.

** This must agree with Schedule V line 30, column 8.

SEE ACCOUNTANTS' PREPARATION REPORT

**Manor Court of Princeton**
**3/31/20**

**Schedule 13A**

Fixed Asset Summary

| **FIXED ASSETS** | *Fr prior year* MCD CR 03/31/19 | Additions | *Agrees w/* MCD CR 03/31/20 |
|---|---|---|---|
| Land "A" | 14,300 | - | 14,300 |
| Buildings | 1,663,532 | - | 1,663,532 |
| Building Improvements | 85,359 | - | 85,359 |
| Equipment | 179,760 | - | 179,760 |
| | 1,942,951 | - | 1,942,951 |

| **Accum Depreciation** | *Fr prior year* MCD CR 03/31/19 | MCD Depreciation | *Agrees w/* MCD CR 03/31/20 |
|---|---|---|---|
| Buildings | 671,272 | 72,976 | 744,248 |
| Building Improvements | 53,112 | 5,690 | 58,802 |
| Non-care Assets | - | - | - |
| Equipment | 167,776 | 11,984 | 179,760 |
| | 892,160 | 90,650 | 982,810 |

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

## XII. RENTAL COSTS

A. Building and Fixed Equipment (See instructions.)

1. Name of Party Holding Lease: N/A- Facility Owned

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

| | | 1 Year Constructed | 2 Number of Beds | 3 Original Lease Date | 4 Rental Amount | 5 Total Years of Lease | 6 Total Years Renewal Option* | |
|---|---|---|---|---|---|---|---|---|
| 3 | Original Building: | | | | $ | | | 3 |
| 4 | Additions | | | | | | | 4 |
| 5 | | | | | | | | 5 |
| 6 | | | | | | | | 6 |
| 7 | TOTAL | | | | $ ** | | | 7 |

8. List separately any amortization of lease expense included on page 4, line 34. N/A
This amount was calculated by dividing the total amount to be amortized N/A
by the length of the lease .

9. Option to Buy: ☐ YES ☐ NO Terms: N/A *

10. Effective dates of current rental agreement:
Beginning
Ending

11. Rent to be paid in future years under the current rental agreement:

| | Fiscal Year Ending | Annual Rent |
|---|---|---|
| 12. | /2021 | $ |
| 13. | /2022 | $ |
| 14. | /2023 | $ |

B. Equipment-Excluding Transportation and Fixed Equipment. (See instructions.)

15. Is Movable equipment rental included in building rental? ☐ YES ☐ NO

16. Rental Amount for movable equipment: $ 25,532 Description: See Attached Schedule 14A
(Attach a schedule detailing the breakdown of movable equipment)

C. Vehicle Rental (See instructions.)

| | 1 Use | 2 Model Year and Make | 3 Monthly Lease Payment | 4 Rental Expense for this Period | |
|---|---|---|---|---|---|
| 17 | | | $ | $ | 17 |
| 18 | | | | | 18 |
| 19 | | | | | 19 |
| 20 | | | | | 20 |
| 21 | TOTAL | | $ | $ | 21 |

* If there is an option to buy the building, please provide complete details on attached schedule.

** This amount plus any amortization of lease expense must agree with page 4, line 34.

SEE ACCOUNTANTS' PREPARATION REPORT

**Facility Name:** **Manor Court of Princeton**
**IDPH License ID Number:** **0047324**
**Fiscal Year End:** **3/31/20**

## Schedule 14A

**XIV. Rental Costs**
**Line 16 Rental Amount for Moveable Equipment**

| Rental Description | Amount |
|---|---|
| Medical Equipment Rental | 23,809 |
| Other Equipment Rental | 1,723 |
| **Total - Line 16** | **25,532** |

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

## XIII. EXPENSES RELATING TO CERTIFIED NURSE AIDE (CNA) TRAINING PROGRAMS (See instructions.)

### A. TYPE OF TRAINING PROGRAM (If CNAs are trained in another facility program, attach a schedule listing the facility name, address and cost per CNA trained in that facility.)

1. HAVE YOU TRAINED CNAs DURING THIS REPORT PERIOD?
   - [ ] YES
   - [X] NO

   If "yes", please complete the remainder of this schedule. If "no", provide an explanation as to why this training was not necessary.

2. CLASSROOM PORTION:
   - IN-HOUSE PROGRAM [ ]
   - IN OTHER FACILITY [ ]
   - COMMUNITY COLLEGE [ ]
   - HOURS PER CNA ____

3. CLINICAL PORTION:
   - IN-HOUSE PROGRAM [ ]
   - IN OTHER FACILITY [ ]
   - HOURS PER CNA ____

### B. EXPENSES

ALLOCATION OF COSTS (d)

| | | 1 | 2 | 3 | 4 |
|---|---|---|---|---|---|
| | | Facility | | | |
| | | Drop-outs | Completed | Contract | Total |
| 1 | Community College Tuition | $ | $ 2,334 | $ | $ 2,334 |
| 2 | Books and Supplies | | 6,453 | | 6,453 |
| 3 | Classroom Wages (a) | | | | |
| 4 | Clinical Wages (b) | | | | |
| 5 | In-House Trainer Wages (c) | | | | |
| 6 | Transportation | | | | |
| 7 | Contractual Payments | | | | |
| 8 | CNA Competency Tests | | | | |
| 9 | TOTALS | $ | $ 8,787 | $ | $ 8,787 |
| 10 | SUM OF line 9, col. 1 and 2 (e) | $ 8,787 | | | |

### C. CONTRACTUAL INCOME

In the box below record the amount of income your facility received training CNAs from other facilities.

$

### D. NUMBER OF CNAs TRAINED

| | |
|---|---|
| COMPLETED | |
| 1. From this facility | |
| 2. From other facilities (f) | |
| DROP-OUTS | |
| 1. From this facility | |
| 2. From other facilities (f) | |
| TOTAL TRAINED | |

(a) Include wages paid during the classroom portion of training. Do not include fringe benefits.
(b) Include wages paid during the clinical portion of training. Do not include fringe benefits.
(c) For in-house training programs only. Do not include fringe benefits.
(d) Allocate based on if the CNA is from your facility or is being contracted to be trained in your facility. Drop-out costs can only be for costs incurred by your own CNAs.
(e) The total amount of Drop-out and Completed Costs for your own CNAs must agree with Sch. V, line 13, col. 8.
(f) Attach a schedule of the facility names and addresses of those facilities for which you trained CNAs.

SEE ACCOUNTANTS' PREPARATION REPORT

XIV. SPECIAL SERVICES (Direct Cost) (See instructions.)

| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | |
|---|---|---|---|---|---|---|---|---|---|
| | Service | Schedule V Line & Column Reference | Staff Units of Service | Staff Cost | Outside Practitioner (other than consultant) Units | Outside Practitioner (other than consultant) Cost | Supplies (Actual or) Allocated) | Total Units (Column 2 + 4) | Total Cost (Col. 3 + 5 + 6) | |
| 1 | Licensed Occupational Therapist | 39(3) | hrs | $ | 6,154 | $ 443,064 | $ | 6,154 | $ 443,064 | 1 |
| 2 | Licensed Speech and Language Development Therapist | 39(3) | hrs | | 1,914 | 137,827 | | 1,914 | 137,827 | 2 |
| 3 | Licensed Recreational Therapist | | hrs | | | | | | | 3 |
| 4 | Licensed Physical Therapist | 39(3) | hrs | | 9,237 | 665,074 | | 9,237 | 665,074 | 4 |
| 5 | Physician Care | | visits | | | | | | | 5 |
| 6 | Dental Care | | visits | | | | | | | 6 |
| 7 | Work Related Program | | hrs | | | | | | | 7 |
| 8 | Habilitation | | hrs | | | | | | | 8 |
| 9 | Pharmacy | 39(2) | # of prescrpts | | | | 221,062 | | 221,062 | 9 |
| 10 | Psychological Services (Evaluation and Diagnosis/ Behavior Modification) | | hrs | | | | | | | 10 |
| 11 | Academic Education | | hrs | | | | | | | 11 |
| 12 | Other (specify): | | | | | | | | | 12 |
| 13 | Other (specify): | | | | | | | | | 13 |
| 14 | TOTAL | | | $ | 17,305 | $ 1,245,965 | $ 221,062 | 17,305 | $ 1,467,027 | 14 |

NOTE: This schedule should include fees (other than consultant fees) paid to licensed practitioners. Consultant fees should be detailed on Schedule XVIII-B. Salaries of unlicensed practitioners, such as CNAs, who help with the above activities should not be listed on this schedule.

SEE ACCOUNTANTS' PREPARATION REPORT

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

**XV. BALANCE SHEET - Unrestricted Operating Fund.** As of 3/31/20 (last day of reporting year)

**This report must be completed even if financial statements are attached.**

| | | 1 Operating | 2 After Consolidation* | |
|---|---|---|---|---|
| | **A. Current Assets** | | | |
| 1 | Cash on Hand and in Banks | $ 296,568 | $ 296,568 | 1 |
| 2 | Cash-Patient Deposits | 26,249 | 26,249 | 2 |
| 3 | Accounts & Short-Term Notes Receivable-Patients (less allowance 315,000 ) | 367,567 | 367,567 | 3 |
| 4 | Supply Inventory (priced at ) | | | 4 |
| 5 | Short-Term Investments | | | 5 |
| 6 | Prepaid Insurance | 50,630 | 50,630 | 6 |
| 7 | Other Prepaid Expenses | 2,320 | 2,320 | 7 |
| 8 | Accounts Receivable (owners or related parties) | | | 8 |
| 9 | Other(specify): Interdivision Receivable | 2,725,540 | 2,725,540 | 9 |
| 10 | **TOTAL Current Assets (sum of lines 1 thru 9)** | $ 3,468,874 | $ 3,468,874 | 10 |
| | **B. Long-Term Assets** | | | |
| 11 | Long-Term Notes Receivable | | | 11 |
| 12 | Long-Term Investments | | | 12 |
| 13 | Land | | 50,700 | 13 |
| 14 | Buildings, at Historical Cost | 474,389 | 9,327,254 | 14 |
| 15 | Leasehold Improvements, at Historical Cost | | 174,779 | 15 |
| 16 | Equipment, at Historical Cost | 548,202 | 1,301,153 | 16 |
| 17 | Accumulated Depreciation (book methods) | (728,571) | (4,880,216) | 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)** | $ 294,020 | $ 5,973,670 | 24 |
| 25 | **TOTAL ASSETS (sum of lines 10 and 24)** | $ 3,762,894 | $ 9,442,544 | 25 |

| | | 1 Operating | 2 After Consolidation* | |
|---|---|---|---|---|
| | **C. Current Liabilities** | | | |
| 26 | Accounts Payable | $ 144,322 | $ 144,322 | 26 |
| 27 | Officer's Accounts Payable | | | 27 |
| 28 | Accounts Payable-Patient Deposits | 26,249 | 26,249 | 28 |
| 29 | Short-Term Notes Payable | | | 29 |
| 30 | Accrued Salaries Payable | 119,665 | 119,665 | 30 |
| 31 | Accrued Taxes Payable (excluding real estate taxes) | 73,391 | 73,391 | 31 |
| 32 | Accrued Real Estate Taxes(Sch.IX-B) | 125,068 | 125,068 | 32 |
| 33 | Accrued Interest Payable | | | 33 |
| 34 | Deferred Compensation | | | 34 |
| 35 | Federal and State Income Taxes | | | 35 |
| | **Other Current Liabilities(specify):** | | | |
| 36 | Interdivision Payable | | 3,748,649 | 36 |
| 37 | | | | 37 |
| 38 | **TOTAL Current Liabilities (sum of lines 26 thru 37)** | $ 488,695 | $ 4,237,344 | 38 |
| | **D. Long-Term Liabilities** | | | |
| 39 | Long-Term Notes Payable | | | 39 |
| 40 | Mortgage Payable | | | 40 |
| 41 | Bonds Payable | | | 41 |
| 42 | Deferred Compensation | | | 42 |
| | **Other Long-Term Liabilities(specify):** | | | |
| 43 | Security Deposits | 55,500 | 55,500 | 43 |
| 44 | | | | 44 |
| 45 | **TOTAL Long-Term Liabilities (sum of lines 39 thru 44)** | $ 55,500 | $ 55,500 | 45 |
| 46 | **TOTAL LIABILITIES (sum of lines 38 and 45)** | $ 544,195 | $ 4,292,844 | 46 |
| 47 | **TOTAL EQUITY(page 18, line 24)** | $ 3,218,699 | $ 5,149,700 | 47 |
| 48 | **TOTAL LIABILITIES AND EQUITY (sum of lines 46 and 47)** | $ 3,762,894 | $ 9,442,544 | 48 |

**SEE ACCOUNTANTS' PREPARATION REPORT**

***(See instructions.)**

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

## XVI. STATEMENT OF CHANGES IN EQUITY

| | | 1 Total | |
|---|---|---|---|
| 1 | **Balance at Beginning of Year, as Previously Reported** | $ 2,615,046 | 1 |
| 2 | Restatements (describe): | | 2 |
| 3 | | | 3 |
| 4 | | | 4 |
| 5 | | | 5 |
| 6 | **Balance at Beginning of Year, as Restated (sum of lines 1-5)** | $ 2,615,046 | 6 |
| | **A. Additions (deductions):** | | |
| 7 | NET Income (Loss) (from page 19, line 43) | 603,653 | 7 |
| 8 | Aquisitions of Pooled Companies | | 8 |
| 9 | Proceeds from Sale of Stock | | 9 |
| 10 | Stock Options Exercised | | 10 |
| 11 | Contributions and Grants | | 11 |
| 12 | Expenditures for Specific Purposes | | 12 |
| 13 | Dividends Paid or Other Distributions to Owners | ( ) | 13 |
| 14 | Donated Property, Plant, and Equipment | | 14 |
| 15 | Other (describe) | | 15 |
| 16 | Other (describe) | | 16 |
| 17 | **TOTAL Additions (deductions) (sum of lines 7-16)** | $ 603,653 | 17 |
| | **B. Transfers (Itemize):** | | |
| 18 | | | 18 |
| 19 | | | 19 |
| 20 | | | 20 |
| 21 | | | 21 |
| 22 | | | 22 |
| 23 | **TOTAL Transfers (sum of lines 18-22)** | $ | 23 |
| 24 | **BALANCE AT END OF YEAR (sum of lines 6 + 17 + 23)** | $ 3,218,699 | 24 * |

*** This must agree with page 17, line 47.**

**SEE ACCOUNTANTS' PREPARATION REPORT**

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

**XVII. INCOME STATEMENT (attach any explanatory footnotes necessary to reconcile this schedule to Schedules V and VI.) All required classifications of revenue and expense must be provided on this form, even if financial statements are attached.**

**Note: This schedule should show gross revenue and expenses. Do not net revenue against expense.**

| | I. Revenue | 1 Amount | |
|---|---|---|---|
| | **A. Inpatient Care** | | |
| 1 | Gross Revenue -- All Levels of Care | $ 8,526,072 | 1 |
| 2 | Discounts and Allowances for all Levels | 25,614 | 2 |
| 3 | **SUBTOTAL Inpatient Care (line 1 minus line 2)** | $ 8,551,686 | 3 |
| | **B. Ancillary Revenue** | | |
| 4 | Day Care | | 4 |
| 5 | Other Care for Outpatients | | 5 |
| 6 | Therapy | 1,103,751 | 6 |
| 7 | Oxygen | | 7 |
| 8 | **SUBTOTAL Ancillary Revenue (lines 4 thru 7)** | $ 1,103,751 | 8 |
| | **C. Other Operating Revenue** | | |
| 9 | Payments for Education | | 9 |
| 10 | Other Government Grants | | 10 |
| 11 | CNA Training Reimbursements | | 11 |
| 12 | Gift and Coffee Shop | 2,893 | 12 |
| 13 | Barber and Beauty Care | 7,398 | 13 |
| 14 | Non-Patient Meals | 759 | 14 |
| 15 | Telephone, Television and Radio | | 15 |
| 16 | Rental of Facility Space | | 16 |
| 17 | Sale of Drugs | 104,630 | 17 |
| 18 | Sale of Supplies to Non-Patients | | 18 |
| 19 | Laboratory | 14,385 | 19 |
| 20 | Radiology and X-Ray | 1,745 | 20 |
| 21 | Other Medical Services | 2,241 | 21 |
| 22 | Laundry | | 22 |
| 23 | **SUBTOTAL Other Operating Revenue (lines 9 thru 22)** | $ 134,051 | 23 |
| | **D. Non-Operating Revenue** | | |
| 24 | Contributions | 600 | 24 |
| 25 | Interest and Other Investment Income*** | 2,383 | 25 |
| 26 | **SUBTOTAL Non-Operating Revenue (lines 24 and 25)** | $ 2,983 | 26 |
| | **E. Other Revenue (specify):**** | | |
| 27 | **Settlement Income (Insurance, Legal, Etc.)** | | 27 |
| 28 | Transportation Income | 167 | 28 |
| 28a | See Attached Schedule 19A | 22,923 | 28a |
| 29 | **SUBTOTAL Other Revenue (lines 27, 28 and 28a)** | $ 23,090 | 29 |
| 30 | **TOTAL REVENUE (sum of lines 3, 8, 23, 26 and 29)** | $ 9,815,561 | 30 |

| | II. Expenses | 2 Amount | |
|---|---|---|---|
| | **A. Operating Expenses** | | |
| 31 | General Services | 1,647,416 | 31 |
| 32 | Health Care | 2,843,413 | 32 |
| 33 | General Administration | 1,631,832 | 33 |
| | **B. Capital Expense** | | |
| 34 | Ownership | 1,063,416 | 34 |
| | **C. Ancillary Expense** | | |
| 35 | Special Cost Centers | 1,770,314 | 35 |
| 36 | Provider Participation Fee | 255,517 | 36 |
| | **D. Other Expenses (specify):** | | |
| 37 | | | 37 |
| 38 | | | 38 |
| 39 | | | 39 |
| 40 | **TOTAL EXPENSES (sum of lines 31 thru 39)*** | $ 9,211,908 | 40 |
| 41 | **Income before Income Taxes (line 30 minus line 40)**** | 603,653 | 41 |
| 42 | **Income Taxes** | | 42 |
| 43 | **NET INCOME OR LOSS FOR THE YEAR (line 41 minus line 42)** | $ 603,653 | 43 |

| | III. Net Inpatient Revenue detailed by Payer Source | | |
|---|---|---|---|
| 44 | Medicaid - Net Inpatient Revenue | $ 1,958,956 | 44 |
| 45 | Private Pay - Net Inpatient Revenue | 3,312,585 | 45 |
| 46 | Medicare - Net Inpatient Revenue | 1,510,327 | 46 |
| 47 | Other-(specify) Medicare Replacement | 85,733 | 47 |
| 48 | Other-(specify) Managed Care | 1,684,085 | 48 |
| 49 | TOTAL Inpatient Care Revenue (This total must agree to Line 3) | $ 8,551,686 | 49 |

* **This must agree with page 4, line 45, column 4.**

** **Does this agree with taxable income (loss) per Federal Income Tax Return? Yes If not, please attach a reconciliation.**

*** **See the instructions. If this total amount has not been offset against interest expense on Schedule V, line 32, please include a detailed explanation.**

****Provide a detailed breakdown of "Other Revenue" on an attached sheet.**

**SEE ACCOUNTANTS' PREPARATION REPORT**

**Facility Name:** **Manor Court of Princeton**
**IDPH License ID Number:** **0047324**
**Fiscal Year End:** **3/31/20**

## Schedule 19A

**XVII. Income Statement**
**Line 28a Other Income**

| Rental Description | Amount |
|---|---|
| Late Fees | (2,737) |
| Maintenance Fee Income | 25,660 |
| **Total - Line 16** | **22,923** |

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

XVIII. A. STAFFING AND SALARY COSTS (Please report each line separately.)
(This schedule must cover the entire reporting period.)

| | | 1 # of Hrs. Actually Worked | 2** # of Hrs. Paid and Accrued | 3 Reporting Period Total Salaries, Wages | 4 Average Hourly Wage | |
|---|---|---|---|---|---|---|
| 1 | Director of Nursing | 1,789 | 1,953 | $ 74,380 | $ 38.08 | 1 |
| 2 | Assistant Director of Nursing | | | | | 2 |
| 3 | Registered Nurses | 16,340 | 17,682 | 470,533 | 26.61 | 3 |
| 4 | Licensed Practical Nurses | 21,233 | 23,019 | 534,793 | 23.23 | 4 |
| 5 | CNAs & Orderlies | 84,148 | 90,597 | 1,361,435 | 15.03 | 5 |
| 6 | CNA Trainees | | | | | 6 |
| 7 | Licensed Therapist | | | | | 7 |
| 8 | Rehab/Therapy Aides | | | | | 8 |
| 9 | Activity Director | | | | | 9 |
| 10 | Activity Assistants | 10,246 | 10,826 | 116,975 | 10.81 | 10 |
| 11 | Social Service Workers | 3,895 | 4,196 | 68,449 | 16.31 | 11 |
| 12 | Dietician | | | | | 12 |
| 13 | Food Service Supervisor | | | | | 13 |
| 14 | Head Cook | | | | | 14 |
| 15 | Cook Helpers/Assistants | 32,014 | 34,926 | 432,760 | 12.39 | 15 |
| 16 | Dishwashers | | | | | 16 |
| 17 | Maintenance Workers | 6,792 | 7,299 | 142,913 | 19.58 | 17 |
| 18 | Housekeepers | 15,575 | 16,609 | 182,414 | 10.98 | 18 |
| 19 | Laundry | 7,055 | 7,604 | 78,482 | 10.32 | 19 |
| 20 | Administrator | 1,937 | 2,165 | 166,651 | 76.98 | 20 |
| 21 | Assistant Administrator | 1,932 | 2,080 | 81,017 | 38.95 | 21 |
| 22 | Other Administrative | | | | | 22 |
| 23 | Office Manager | | | | | 23 |
| 24 | Clerical | 7,934 | 8,593 | 131,959 | 15.36 | 24 |
| 25 | Vocational Instruction | | | | | 25 |
| 26 | Academic Instruction | | | | | 26 |
| 27 | Medical Director | | | | | 27 |
| 28 | Qualified MR Prof. (QMRP) | | | | | 28 |
| 29 | Resident Services Coordinator | | | | | 29 |
| 30 | Habilitation Aides (DD Homes) | | | | | 30 |
| 31 | Medical Records | 2,004 | 2,108 | 25,703 | 12.19 | 31 |
| 32 | Other Health Care(specify) | | | | | 32 |
| 33 | Other(specify) Marketing | 1,872 | 1,980 | 52,595 | 26.56 | 33 |
| 34 | TOTAL (lines 1 - 33) | 214,766 | 231,637 | $ 3,921,059 * | $ 16.93 | 34 |

SEE ACCOUNTANTS' PREPARATION REPORT

B. CONSULTANT SERVICES

| | | 1 Number of Hrs. Paid & Accrued | 2 Total Consultant Cost for Reporting Period | 3 Schedule V Line & Column Reference | |
|---|---|---|---|---|---|
| 35 | Dietary Consultant | Monthly | $ 9,805 | L1, C3 | 35 |
| 36 | Medical Director | Monthly | 23,500 | L9, C3 | 36 |
| 37 | Medical Records Consultant | Monthly | 2,114 | L10, C3 | 37 |
| 38 | Nurse Consultant | | | | 38 |
| 39 | Pharmacist Consultant | Monthly | 9,868 | L10, C3 | 39 |
| 40 | Physical Therapy Consultant | | | | 40 |
| 41 | Occupational Therapy Consultant | | | | 41 |
| 42 | Respiratory Therapy Consultant | | | | 42 |
| 43 | Speech Therapy Consultant | | | | 43 |
| 44 | Activity Consultant | | | | 44 |
| 45 | Social Service Consultant | | | | 45 |
| 46 | Other(specify) | | | | 46 |
| 47 | | | | | 47 |
| 48 | | | | | 48 |
| 49 | TOTAL (lines 35 - 48) | | $ 45,287 | | 49 |

C. CONTRACT NURSES

| | | 1 Number of Hrs. Paid & Accrued | 2 Total Contract Wages | 3 Schedule V Line & Column Reference | |
|---|---|---|---|---|---|
| 50 | Registered Nurses | | $ | | 50 |
| 51 | Licensed Practical Nurses | N/A | | | 51 |
| 52 | Certified Nurse Assistants/Aides | | | | 52 |
| 53 | TOTAL (lines 50 - 52) | | $ | | 53 |

* This total must agree with page 4, column 1, line 45.

** See instructions.

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

## XIX. SUPPORT SCHEDULES

### A. Administrative Salaries

| Name | Function | Ownership % | Amount |
|---|---|---|---|
| Peggy Holt | Administrator | None | $ 110,054 |
| Glenda Olds | Administrator | None | 56,597 |
| Glenda Olds | Asst Admin | None | 81,017 |
| | | | |
| | | | |
| | | | |
| | | | |
| TOTAL (agree to Schedule V, line 17, col. 1) | | | |
| (List each licensed administrator separately.) | | | $ 247,668 |

### B. Administrative - Other

| Description | Amount |
|---|---|
| N/A | $ |
| | |
| | |
| | |
| TOTAL (agree to Schedule V, line 17, col. 3) | $ |
| (Attach a copy of any management service agreement) | |

### C. Professional Services

| Vendor/Payee | Type | Amount |
|---|---|---|
| LTC Support Services, LLC | Support Services | $ 196,512 |
| RFMS, Inc. | Administrative Services | 144,000 |
| RSM US LLP | Accounting Services | 29,057 |
| Templin Healthcare Accounting | Accounting Services | 4,229 |
| Digital River Pacific | Computer Services | 345 |
| James G. Ahlberg | Legal Services | 175 |
| Angel, Isaacson & Tracy | Legal Services | 60 |
| | | |
| | | |
| | | |
| | | |
| | | |
| TOTAL (agree to Schedule V, line 19, column 3) | | |
| (For legal fee disclosure, see page 39 of instructions) | | $ 374,378 |

### D. Employee Benefits and Payroll Taxes

| Description | Amount |
|---|---|
| Workers' Compensation Insurance | $ 43,434 |
| Unemployment Compensation Insurance | 9,196 |
| FICA Taxes | 260,311 |
| Employee Health Insurance | 179,221 |
| Employee Meals | |
| Illinois Municipal Retirement Fund (IMRF)* | |
| 401k | 21,245 |
| Other Employee Benefits | 10,934 |
| | |
| | |
| | |
| | |
| | |
| TOTAL (agree to Schedule V, line 22, col.8) | $ 524,341 |

### E. Schedule of Non-Cash Compensation Paid to Owners or Employees

| Description | Line # | Amount |
|---|---|---|
| | | $ |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| TOTAL | | $ |

### F. Dues, Fees, Subscriptions and Promotions

| Description | Amount |
|---|---|
| IDPH License Fee | $ 1,990 |
| Advertising: Employee Recruitment | 7,244 |
| Health Care Worker Background Check | |
| (Indicate # of checks performed 4 ) | 108 |
| Patient Background Checks 274 | 2,744 |
| | |
| Subscriptions | 2,639 |
| IHCA Dues | 8,960 |
| Other Licenses & Fees | 877 |
| Indirect costs | 67 |
| Less: Public Relations Expense | (3,126) |
| Non-allowable advertising | ( ) |
| Yellow page advertising | ( ) |
| TOTAL (agree to Sch. V, line 20, col. 8) | $ 21,503 |

### G. Schedule of Travel and Seminar**

| Description | Amount |
|---|---|
| Out-of-State Travel | $ |
| | |
| | |
| In-State Travel | |
| | |
| | |
| | |
| Seminar Expense | 474 |
| | |
| | |
| | |
| Entertainment Expense | ( ) |
| TOTAL (agree to Sch. V, line 24, col. 8) | $ 474 |

* Attach copy of IMRF notifications

**See instructions.

SEE ACCOUNTANTS' PREPARATION REPORT

Facility Name & ID Number Manor Court of Princeton # 0047324 Report Period Beginning: 4/1/2019 Ending: 3/31/20

## XX. GENERAL INFORMATION:

**(1)** Are nursing employees (RN,LPN,NA) represented by a union? **No**

**(2)** Are there any dues to nursing home associations included on the cost report? **Yes**
If YES, give association name and amount. **8,960 IHCA**

**(3)** Did the nursing home make political contributions or payments to a political action organization? **Yes** If YES, have these costs been properly adjusted out of the cost report? **Yes**

**(4)** Does the bed capacity of the building differ from the number of beds licensed at the end of the fiscal year? **No** If YES, what is the capacity?

**(5)** Have you properly capitalized all major repairs and equipment purchases? **Yes**
What was the average life used for new equipment added during this period? **5-7 yrs**

**(6)** Indicate the total amount of both disposable and non-disposable diaper expense and the location of this expense on Sch. V. $ **46,804** Line **10**

**(7)** Have all costs reported on this form been determined using accounting procedures consistent with prior reports? **Yes** If NO, attach a complete explanation.

**(8)** Are you presently operating under a sale and leaseback arrangement? **No**
If YES, give effective date of lease. **N/A**

**(9)** Are you presently operating under a sublease agreement? YES **X** NO

**(10)** Was this home previously operated by a related party (as is defined in the instructions for Schedule VII)? YES NO **X** If YES, please indicate name of the facility, IDPH license number of this related party and the date the present owners took over.

**(11)** Indicate the amount of the Provider Participation Fees paid and accrued to the Department during this cost report period. $ **255,517**
This amount is to be recorded on line 42 of Schedule V.

**(12)** Are there any salary costs which have been allocated to more than one line on Schedule V for an individual employee? **No** If YES, attach an explanation of the allocation.

**SEE ACCOUNTANTS' PREPARATION REPORT**

**(13)** Have costs for all supplies and services which are of the type that can be billed to the Department, in addition to the daily rate, been properly classified in the Ancillary Section of Schedule V? **Yes**

**(14)** Is a portion of the building used for any function other than long term care services for the patient census listed on page 2, Section B? **No** For example, is a portion of the building used for rental, a pharmacy, day care, etc.) If YES, attach a schedule which explains how all related costs were allocated to these functions.

**(15)** Indicate the cost of employee meals that has been reclassified to employee benefits on Schedule V. $ **0** Has any meal income been offset against related costs? **Yes** Indicate the amount. $ **759**

**(16)** Travel and Transportation
a. Are there costs included for out-of-state travel? **No**
If YES, attach a complete explanation.
b. Do you have a separate contract with the Department to provide medical transportation for residents? **No** If YES, please indicate the amount of income earned from such a program during this reporting period. $ **N/A**
c. What percent of all travel expense relates to transportation of nurses and patients? **100% Line 14**
d. Have vehicle usage logs been maintained? **Yes**
e. Are all vehicles stored at the nursing home during the night and all other times when not in use? **Yes**
f. Has the cost for commuting or other personal use of autos been adjusted out of the cost report? **N/A**
**g. Does the facility transport residents to and from day training? No**
**Indicate the amount of income earned from providing such transportation during this reporting period.** $ **N/A**

**(17)** Has an audit been performed by an independent certified public accounting firm? **Yes**
Firm Name: **RSM US LLP**

**(18)** Have all costs which do not relate to the provision of long term care been adjusted out out of Schedule V? **Yes**

**(19)** Has a schedule for the legal fees reported on the cost report been provided by the facility? See page 39 of the instructions for details. **Yes**
Attach invoices and a summary of services for all architect and appraisal fees.