**Section 100.256 Record of Hearings**

a) The record of the Hearing in a contested case shall include:

1) All pleadings presented before the Administrative Law Judge (including petitions, answers, all prehearing and Hearing notices, and responses, admissions, stipulations of fact, motions and rulings on these issuances);

2) All documentary evidence received;

3) A transcript of the proceedings;

4) The Findings of Fact, Conclusions of Law, and Recommendation of the ALJ;

5) Any motions and responses filed in response to the ALJ's report pursuant to Section 100.240; and

6) The Order of the Secretary or Director, which shall constitute a final Administrative Decision within the provisions of the Administrative Review Law.

b) The record shall be copied and assembled by the Department and certified by the Secretary or Director upon any complaint for administrative review. The plaintiff in the administrative review shall pay a copying fee of $1 per page and a certification fee of $1. An index of the record, with each page of the record numbered in sequence, shall be prepared by the Department.