**Section 264.2500 Reporting Requirements**

a) The birth center shall comply with the requirements of the Control of Communicable Diseases Code for reporting communicable diseases.

b) The birth center shall comply with the reporting requirements of the Early Hearing Detection and Intervention Act [410 ILCS 213] for reporting of newborn hearing screening and follow-up.

c) The following incidents shall be reported to the Department in writing, by fax or email within 24 hours after the occurrence, to the Division of Health Care Facilities and Programs via fax to 217-782-0382, or email to: DPH.BirthingCenter@illinois.gov.

1) A death of a postpartum person, infant, or fetus during labor occurring in the birth center; and

2) A death of a pregnant or postpartum person or infant within 24 hours after discharge from the birth center or transfer to a referral hospital.

d) The birth center shall comply with the laws of the State, the Vital Records Act, and the Vital Records Code in preparing and filing birth, stillbirth, and death certificates.

e) The birth center shall notify the Department of any incident, including reports of abuse, that had a significant effect on the health, safety or welfare of a client or clients.

f) Incidents or accidents that affect the health, safety, or welfare of a group of clients or all clients in the birth center and that require a response by the fire department, police department or local emergency services agency shall be reported to the Department. These include, but are not limited to, fire, power outage, loss of water supply or building damage resulting from severe weather.

g) Notification shall be made to the Division of Health Care Facilities and Programs at DPH.HospitalReports@illinois.gov within 24 hours after each reportable incident or accident, as described in subsections (e) and (f). The birth center shall send a narrative summary of each accident or incident occurrence that has a significant effect on the health, safety or welfare of a resident or group of clients or all clients to the Department within seven days after the occurrence.

h) A descriptive summary of each reportable incident or accident shall be recorded in the progress notes or nurse's notes for each client affected.

i) The birth center shall maintain a file of all written reports of reportable incidents or accidents affecting clients. A birth center is not required to report an incident or accident that causes no harm to a client.