**Section 1100.75 Annual Bed Report**

a) For purposes of this Section, "initial" annual bed reports shall be those that are prepared for the first time after August 31, 2007. Each hospital shall be required to submit its initial report to IDPH within six months after August 31, 2007.

b) Each hospital shall report on its number of beds on an annual basis, in a format that includes:

1) Summary of bed count by operational status (i.e., physically available, reserve, and transitional) and category of service;

2) Identification of the physical location of patient care units (PCUs) and beds; and

3) If the report contains transitional beds, a description of the project and timetable for completion.

c) The annual bed report is to be certified as accurate by the hospital's Chief Executive Officer or his/her equivalent to the best of his/her knowledge. If an approved plan of correction is in place, the applicant shall submit a copy of that plan. In addition, the facility shall provide the Illinois Department of Public Health access to all files and information used in any reports submitted to HFSRB to verify the authenticity of previously submitted annual bed reports.

d) IDPH will review hospital bed reports and summarize reported changes from the existing Inventory of Hospital Beds. Changes to the Inventory of Hospital Beds will be submitted to HFSRB for its approval to be recorded.

e) Any changes in a health care facility's bed capacity, with or without permit, shall be in accordance with 77 Ill. Adm. Code 1130.

f) IDPH and HFSRB have the authority to conduct inspections and request additional documentation to verify the details of the submitted annual bed reports.

(Source: Amended at 38 Ill. Reg. 2822, effective February 1, 2014)