

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER

LIMITED SCOPE COMPLIANCE EXAMINATION

For the Two Years Ended June 30, 2007

Performed as Special Assistant Auditors  
For the Auditor General, State of Illinois

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
For the Two Years Ended June 30, 2007

**TABLE OF CONTENTS**

	<u>Page</u>
Center Officials	1
Management Assertion Letter	2
Compliance Report	
Summary	4
Accountants' Report	
Independent Accountants' Report on State Compliance, on Internal Control Over Compliance, and on Supplementary Information for State Compliance Purposes	5
Schedule of Findings and Recommendations	
Current Findings	9
Prior Findings Not Repeated	10
Supplementary Information for State Compliance Purposes	
Summary	11
Fiscal Schedules and Analysis	
Schedule of Appropriations, Expenditures and Lapsed Balances	12
Comparative Schedule of Net Appropriations, Expenditures and Lapsed Balances	14
Description of Locally Held Funds	15
Schedule of Locally Held Funds – Cash Basis	17
Schedule of Changes in State Property	19
Comparative Schedule of Cash Receipts and Deposits	20
Analysis of Significant Variations in Expenditures	21
Analysis of Significant Lapse Period Spending	25
Schedule of Changes in Inventories	27
Analysis of Accounts Receivable	28
Analysis of Operations	
Center Functions and Planning Program	29
Average Number of Employees	31
Employee Overtime (not examined)	32
Contractual Payroll Employees (not examined)	33
Center Utilization (not examined)	33
Annual Center Statistics	
Cost Per Year/Day Per Resident (not examined)	34
Ratio of Employees to Residents (not examined)	34
Reported Employee Job Injuries (not examined)	34
Food Services (not examined)	35
Service Efforts and Accomplishments (not examined)	36

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
For the Two Years Ended June 30, 2007

**CENTER OFFICIALS**

Acting Director (9/1/07 to present)	Gustavo Espinosa
Director (1/1/06 to 8/31/07)	Charles Hoffman
Director (7/1/05 to 12/31/06)	Bruce Bonecutter
Hospital Administrator	Mohammad Yunus
Business Office Administrator (11/2/07 to present)	Maurice Grafton
Business Office Administrator (7/16/07 to 11/1/07)	Vacant
Business Office Administrator (8/1/06 to 7/15/07)	Steve Strock
Business Office Administrator (7/1/05 to 7/31/06)	Vacant

The Center is located at:

4402 N. Main Street  
Rockford, IL 61103-1278



od Blagojevich, Governor

Carol L. Adams, PhD, Secretary

DEPARTMENT OF HUMAN SERVICES OFFICE OF MENTAL HEALTH  
H. Douglas Singer Mental Health Center  
4402 N. Main St., Rockford, IL 61103-1278  
Phone: (815) 987-7096 FAX: (815) 987-7581  
TTY: (815) 987-7072

MANAGEMENT ASSERTION LETTER

December 5, 2007

E.C. Ortiz & Co., LLP  
333 S. Des Plaines, Suite 2-N  
Chicago, Illinois 60661

Ladies and Gentlemen:

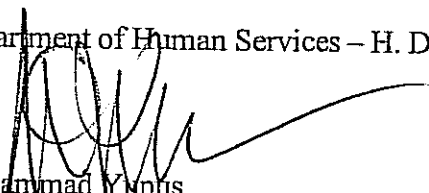
We are responsible for the identification of, and compliance with, all aspects of laws, regulations, contracts, or grant agreements that could have a material effect on the operations of the Agency. We are responsible for and we have established and maintained an effective system of, internal controls over compliance requirements. We have performed an evaluation of the Department of Human Services – H. Douglas Singer Mental Health Center’s (Center) compliance with the following assertions during the two-year period ended June 30, 2007. Based on this evaluation, we assert that during the years ended June 30, 2007 and June 30, 2006, the Center has materially complied with the assertions below.

- A. The Center has obligated, expended, received and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The Center has obligated, expended, received and used public funds of the State in accordance with any limitations, restrictions, conditions or mandatory directions imposed by law upon such obligation, expenditure, receipt or use.
- C. The Center has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.
- D. State revenues and receipts collected by the Center are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate and in accordance with law.

E. Money or negotiable securities or similar assets handled by the Center on behalf of the State or held in trust by the Center have been properly and legally administered, and the accounting and recordkeeping relating thereto is proper, accurate and in accordance with law.

Yours very truly,

Department of Human Services – H. Douglas Singer Mental Health Center



Mohammad Yuntis  
Hospital Administrator



Maurice Grafton  
Business Administrator

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
For the Two Years Ended June 30, 2007

**COMPLIANCE REPORT**

**SUMMARY**

The limited State compliance testing performed during this examination was conducted in accordance with *Government Auditing Standards* and in accordance with the Illinois State Auditing Act.

**ACCOUNTANTS' REPORT**

The Independent Accountants' Report on State Compliance, on Internal Control Over Compliance and on Supplementary Information for State Compliance Purposes relates only to those chapters of the "Audit Guide for Performing Financial Audits and Compliance Attestation Engagements of Illinois State Agencies" (*Audit Guide*) which are identified in the report as having compliance testing performed.

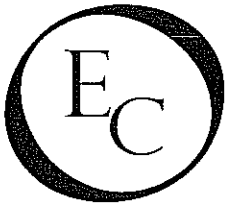
**SUMMARY OF FINDINGS**

<u>Number of</u>	<u>This Report</u>	<u>Prior Report</u>
Findings	0	0
Repeated findings	0	0
Prior recommendations implemented or not repeated	0	0

There were no findings identified during this engagement period and prior engagement period which are required to be included in this report.

**EXIT CONFERENCE**

Center Management waived having an exit conference per a letter dated December 6, 2007. Responses to the letter of immaterial findings and recommendations were provided by Carol L. Adams, Secretary of the Department of Human Services, in a letter dated December 5, 2007.



**INDEPENDENT ACCOUNTANTS' REPORT ON STATE COMPLIANCE,  
ON INTERNAL CONTROL OVER COMPLIANCE, AND ON  
SUPPLEMENTARY INFORMATION FOR STATE COMPLIANCE PURPOSES**

Honorable William G. Holland  
Auditor General  
State of Illinois

**Compliance**

As Special Assistant Auditors for the Auditor General, we performed a limited scope compliance examination of the State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center's (Center) compliance with the requirements listed below, as more fully described in the Audit Guide for Performing Financial Audits and Compliance Attestation Engagements of Illinois State Agencies (*Audit Guide*) as adopted by the Auditor General, during the two years ended June 30, 2007. The management of the State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center is responsible for compliance with these requirements. Our responsibility is to express an opinion on the State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center's compliance based on our examination.

- A. The State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center has obligated, expended, received, and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center has obligated, expended, received, and used public funds of the State in accordance with any limitations, restrictions, conditions or mandatory directions imposed by law upon such obligation, expenditure, receipt or use.
- C. The State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.
- D. The State revenues and receipts collected by the of the State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate and in accordance with law.
- E. Money or negotiable securities or similar assets handled by the State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center on behalf of the State or held in trust by the State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center have been properly and legally administered and the accounting and recordkeeping relating thereto is proper, accurate, and in accordance with law.

Our limited scope compliance examination of the Center was limited to the following areas of the *Audit Guide*:

- Chapter 8 – Personal Services Expenditures
- Chapter 9 – Contractual Services Expenditures
- Chapter 11 – Commodities Expenditures
- Chapter 17 – Revenues, Refunds and Receivables
- Chapter 18 – Appropriations, Transfers and Expenditures
- Chapter 22 – Review of Agency Functions and Planning Program
- Chapter 30 – Auditing Compliance with Agency Specific Statutory Mandates

The areas of the *Audit Guide* not examined at the State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center have had procedures performed on a Department-wide basis through the compliance examination of the Department of Human Services - Central Office, and accordingly, any findings from the results of those procedures have been included in the Department of Human Service – Central Office compliance report.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants; the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States; the Illinois State Auditing Act (Act); and the *Audit Guide* as adopted by the Auditor General pursuant to the Act; and, accordingly, included examining, on a test basis, evidence about the State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center's compliance with specified requirements.

In our opinion, the State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center complied, in all material respects, with the aforementioned requirements during the two years ended June 30, 2007.

As required by the *Audit Guide*, immaterial findings relating to instances of noncompliance excluded from this report have been reported in a separate letter to your office.

### **Internal Control**

The management of the State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center is responsible for establishing and maintaining effective internal control over compliance with the requirements listed in the first paragraph of this report. In planning and performing our limited scope compliance examination, we considered the State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center's internal control over compliance with the requirements listed in the first paragraph of this report in order to determine our examination procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the *Audit Guide*, issued by the Illinois Office of the Auditor General, but not for the purpose of expressing an opinion on the effectiveness of the State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center's



internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the State of Illinois Department of Human Services – H. Douglas Singer Mental Health Center’s internal control over compliance.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses as defined below.

A *control deficiency* in an entity’s internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with the requirements listed in the first paragraph of this report on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the entity’s ability to comply with the requirements listed in the first paragraph of this report such that there is more than a remote likelihood that noncompliance with a requirement that is more than inconsequential will not be prevented or detected by the entity’s internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material noncompliance with a requirement listed in the first paragraph of this report will not be prevented or detected by the entity’s internal control. We did not identify any deficiencies in internal control over compliance that we considered to be material weaknesses.

As required by the Audit Guide, immaterial findings relating to internal control deficiencies excluded from this report have been reported in a separate letter to your office.

### **Supplementary Information for State Compliance Purposes**

Our examination was conducted for the purpose of forming an opinion on compliance with the requirements listed in the first paragraph of this report. The accompanying supplementary information as listed in the table of contents as Supplementary Information for State Compliance Purposes is presented for purposes of additional analysis. We have applied certain limited procedures as prescribed by the *Audit Guide*, as adopted by the Auditor General, to the 2007 and the 2006 Supplementary Information for State Compliance Purposes, except for information on Employee Overtime, Contractual Payroll Employees, Center Utilization, Annual Center Statistics, and Service Efforts and Accomplishments on which we did not perform any procedures. However, we do not express an opinion on the supplementary information.

We have not applied procedures to the 2005 Supplementary Information for State Compliance Purposes, and accordingly, we do not express an opinion thereon.

This report is intended solely for the information and use of the Auditor General, the General Assembly, the Legislative Audit Commission, the Governor, Center and Department of Human Services management, and is not intended to be and should not be used by anyone other than these specified parties.

*E. C. Ortiz & Co. LLP*

E.C.Ortiz & Co., LLP

December 5, 2007

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
SCHEDULE OF FINDINGS AND RECOMMENDATIONS  
For the Two Years Ended June 30, 2007

Current Findings

There were no current findings noted during the Limited Scope Compliance Examination testing for the two years ended June 30, 2007.

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
SCHEDULE OF FINDINGS AND RECOMMENDATIONS  
For the Two Years Ended June 30, 2007

Prior Findings Not Repeated

There were no findings noted during the Limited Scope Compliance Examination for the two years ended June 30, 2005.

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
For the Two Years Ended June 30, 2007

**SUPPLEMENTARY INFORMATION FOR STATE COMPLIANCE PURPOSES**

**SUMMARY**

Supplementary Information for State Compliance Purposes presented in this section of the report includes the following:

Fiscal Schedules and Analysis:

- Schedule of Appropriations, Expenditures and Lapsed Balances
- Comparative Schedule of Net Appropriations, Expenditures and Lapsed Balances
- Description of Locally Held Funds
- Schedule of Locally Held Funds – Cash Basis
- Schedule of Changes in State Property
- Comparative Schedule of Cash Receipts and Deposits
- Analysis of Significant Variations in Expenditures
- Analysis of Significant Lapse Period Spending
- Schedule of Changes in Inventories
- Analysis of Accounts Receivable

Analysis of Operations

- Center Functions and Planning Program
- Average Number of Employees
- Employee Overtime (not examined)
- Contractual Payroll Employees (not examined)
- Center Utilization (not examined)
- Annual Center Statistics
- Cost Per Year/Day Per Resident (not examined)
  - Ratio of Employees to Residents (not examined)
  - Reported Employee Job Injuries (not examined)
  - Food Services (not examined)
- Service Efforts and Accomplishments (not examined)

The accountants' report that covers the Supplementary Information for State Compliance Purposes presented in the Compliance Report Section states the auditors have applied certain limited procedures as prescribed by the *Audit Guide*, as adopted by the Auditor General, except for information on Employee Overtime, Contractual Payroll Employees, Center Utilization, Annual Center Statistics, and Service Efforts and Accomplishments on which they did not perform any procedures. However, the accountants do not express an opinion on the supplementary information.

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
SCHEDULE OF APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2007

	Appropriations Net after transfers	Expenditure through June 30, 2007	Lapse Period		Total Expenditures 14 months ended August 31, 2007	Balances Lapsed August 31, 2007
			Expenditures July 1st to August 31, 2007	Expenditures August 31, 2007		
Public Act 94-0798						
<u>General Revenue Fund - 001</u>						
Personal services	\$ 10,009,900	\$ 9,548,779	\$ 454,438	\$ 10,003,217	\$ 6,683	
Employee retirement contributions paid by employer	1,154,600	1,101,044	52,396	1,153,440	1,160	
State contributions to Social Security	705,900	674,444	30,883	705,327	573	
Contractual services	2,192,500	1,827,434	217,549	2,044,983	147,517	
Travel	15,600	14,411	-	14,411	1,189	
Commodities	379,700	365,131	8,333	373,464	6,236	
Printing	10,900	10,886	-	10,886	14	
State property	94,500	33,805	58,388	92,193	2,307	
Telecommunication services	108,100	97,605	10,203	107,808	292	
Operation of auto equipment	15,500	14,203	1,290	15,493	7	
Expenses related to living skills program	3,800	3,800	-	3,800	-	
Costs associated with behavioral health services	39,300	39,295	-	39,295	5	
<b>Total</b>	<b>\$ 14,730,300</b>	<b>\$ 13,730,837</b>	<b>\$ 833,480</b>	<b>\$ 14,564,317</b>	<b>\$ 165,983</b>	

Note: The information reflected in this schedule was taken from the Center's records and reconciled to records of the State Comptroller.

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
SCHEDULE OF APPROPRIATIONS, EXPENDITURES, AND LAPSED BALANCES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006

Public Act 94-0015 & 94-0798

General Revenue Fund - 001

	Appropriations Net after transfers	Expenditure through June 30, 2006	Lapse Period		Total Expenditures 14 months ended August 31, 2006	Balances Lapsed August 31, 2006
			Expenditures July 1st to August 31, 2006	Expenditures August 31, 2006		
Personal services	\$ 9,606,600	\$ 9,146,214	\$ 446,425	\$	\$ 9,592,639	\$ 13,961
Employee retirement contributions paid by employer	750,400	712,971	34,737		747,708	2,692
State contribution to State Employees' Retirement System	81,400	81,338	-		81,338	62
State contributions to Social Security	684,400	648,419	30,920		679,339	5,061
Contractual services	2,354,600	2,086,372	261,675		2,348,047	6,553
Travel	12,100	10,468	972		11,440	660
Commodities	370,900	330,316	15,313		345,629	25,271
Printing	9,900	6,795	-		6,795	3,105
State property	27,500	22,844	4,484		27,328	172
Telecommunication services	102,600	85,790	15,940		101,730	870
Operation of auto equipment	20,700	14,629	3,422		18,051	2,649
Expenses related to living skills program	3,800	1,500	-		1,500	2,300
Costs associated with behavioral health services	39,300	39,295	-		39,295	5
<b>Total</b>	<b>\$ 14,064,200</b>	<b>\$ 13,186,951</b>	<b>\$ 813,888</b>	<b>\$</b>	<b>\$ 14,000,839</b>	<b>\$ 63,361</b>

Note: The information reflected in this schedule was taken from the Center's records and reconciled to records of the State Comptroller.

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
COMPARATIVE SCHEDULE OF NET APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES  
Years Ended June 30,

	FISCAL YEARS		
	2007	2006	2005
	P.A. 94-0798	P.A. 94-0015 & 94-0798	P.A. 93-0842 & 93-0681
GENERAL REVENUE FUND - 001			
Appropriations (net of transfers)	\$ 14,730,300	\$ 14,064,200	\$ 14,266,561
EXPENDITURES			
Personal services	10,003,217	9,592,639	9,239,878
Employee retirement contributions paid by employer	-	81,338	12,860
State contributions to State Employees' Retirement System	1,153,440	747,708	1,447,920
State contributions to Social Security	705,327	679,339	635,299
Contractual services	2,044,983	2,348,047	2,253,382
Travel	14,411	11,440	8,733
Commodities	373,464	345,629	316,880
Printing	10,886	6,795	7,161
State property	92,193	27,328	27,435
Telecommunication services	107,808	101,730	95,330
Operations of auto equipment	15,493	18,051	12,570
Expenses related to living skills program	3,800	1,500	500
Costs associated with behavioral health services	39,295	39,295	38,200
Total Expenditures	<u>14,564,317</u>	<u>14,000,839</u>	<u>14,096,148</u>
LAPSED BALANCES	<u>\$ 165,983</u>	<u>\$ 63,361</u>	<u>\$ 170,413</u>



STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
DESCRIPTION OF LOCALLY HELD FUNDS  
For the Two Years Ended June 30, 2007

The locally held funds of the Center are grouped into two fund categories and are non-appropriated funds. The funds are not held in the State Treasury and are described as follows:

1. Governmental Funds

General Funds

The General Funds consist of the Living Skills Fund, Patient Travel Trust Fund and Petty Cash account. These funds and account are used to record the activity of monies received from the State's General Revenue Fund for designated purposes.

The Living Skills Fund (SAMS fund number 1214) was established to provide behavioral modification programs for residents. The source of revenue is State appropriation. The revenue is expended by distributing reward payments that are earned by residents by achievement of desired behavioral modifications.

The Patient Travel Trust Fund (SAMS fund number 1247) was established to provide for transportation of residents without funds. The source of revenue is State appropriation. Expenditures are for travel costs incurred to transport indigent recipients to another facility or to their home upon discharge.

The Petty Cash account is maintained for the purpose of making change, purchasing items of small cost, payment of postage due, and for other nominal expenditures that cannot be administered economically and efficiently through the customary vouchering system. Reimbursements to the account are from State General Revenue Fund appropriations for contractual services.

Special Revenue Funds

The Special Revenue Funds consists of the DHS Other Special Trusts Fund and the DHS Rehabilitation Fund. These funds are used to account for the proceeds of a specific revenue source that are legally restricted to expenditures for specific purposes.

The DHS Other Special Trusts Fund (SAMS fund number 1139) was established to provide for the special comfort, pleasure and amusement of the residents. The primary sources of revenue for the fund is a percentage of vending machine commissions and monies donated for resident use. Also, any unclaimed Resident's Trust Fund balance of a resident separated from the Center for two years is transferred to this fund with the provision that the resident is entitled to the money upon application. These funds are then used for activities and materials to help fulfill the residents needs in these areas.

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
DESCRIPTION OF LOCALLY HELD FUNDS  
For the Two Years Ended June 30, 2007

2. Fiduciary Fund Type

Agency Fund

The Agency Fund consists of the DHS Resident's Trust Fund. Agency funds are used to account for assets held in a trustee capacity or as an agent for individuals, private organizations, other governments or other funds.

The DHS Resident's Trust Fund (SAMS fund number 1143) is maintained as a depository for funds of residents while in residence at the Center. The fund also is used to receive Social Security monies obtained to pay for resident billings. Disbursements from the fund consist primarily of withdrawals of monies for recipients' personal use at the Center or when discharged as well as payments to the Department of Human Services Central Office for care and treatment charges billed to the recipient.

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
SCHEDULE OF LOCALLY HELD FUNDS - CASH BASIS  
June 30, 2007

	1139 DHS Other Special Trusts Fund	1143 DHS Resident's Trust Fund	1214 Living Skills Fund	1247 Patient Travel Trust Fund	N/A Petty Cash Account
Balance, July 1, 2006	\$ 7,022	\$ 23,736	\$ 644	\$ 796	\$ 800
Receipts					
Income from sales	9,921				
Resident deposits		14,430			
Donations	402				
Appropriations			3,800	3,000	
Vending machine commissions	1,820				
Reimbursements					2,926
Other	1,331			70	
Total Receipts	<u>13,474</u>	<u>14,430</u>	<u>3,800</u>	<u>3,070</u>	<u>2,926</u>
Disbursements					
Cost of sales	7,419				
Travel				1,597	
Resident activities	3,730				
Resident withdrawals		15,679			
Appropriations returned			644	796	
Living skills program			2,567		
Other					2,926
Total Disbursements	<u>11,149</u>	<u>15,679</u>	<u>3,211</u>	<u>2,393</u>	<u>2,926</u>
Balance, June 30, 2007	<u>\$ 9,347</u>	<u>\$ 22,487</u>	<u>\$ 1,233</u>	<u>\$ 1,473</u>	<u>\$ 800</u>

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
SCHEDULE OF LOCALLY HELD FUNDS - CASH BASIS  
June 30, 2006

	1139 DHS Other Special Trusts Fund	1143 DHS Resident's Trust Fund	1214 Living Skills Fund	1247 Patient Travel Trust Fund	N/A Petty Cash Account
Balance, July 1, 2005	\$ 24,588	\$ 16,688	\$ 386	\$ 820	\$ 1,000
Receipts					
Income from sales	9,560				
Resident deposits		26,096			
Donations	268				
Appropriations			1,500	3,500	
Vending machine commissions	1,323				
Reimbursements					4,485
Other	940				
Total Receipts	<u>12,091</u>	<u>26,096</u>	<u>1,500</u>	<u>3,500</u>	<u>4,485</u>
Disbursements					
Cost of sales	6,935				
Travel				2,704	
Resident activities	3,954				
Resident withdrawals		19,048			
Appropriations returned			386	820	200
Living skills program			856		
Other	18,768				4,485
Total Disbursements	<u>29,657</u>	<u>19,048</u>	<u>1,242</u>	<u>3,524</u>	<u>4,685</u>
Balance, June 30, 2006	<u>\$ 7,022</u>	<u>\$ 23,736</u>	<u>\$ 644</u>	<u>\$ 796</u>	<u>\$ 800</u>

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
SCHEDULE OF CHANGES IN STATE PROPERTY  
For the Two Years Ended June 30, 2007

	Land and land improvements	Buildings and building improvements	Site improvements	Equipment	Total
Balance June 30, 2005	\$ 254,760	\$ 17,030,095	\$ 2,627,939	\$ 1,301,734	\$ 21,214,528
Additions:					
Purchases				171,517	171,517
Transfers-in:					
Intra-agency				329,519	329,519
Capital Development Board		449,752	64,249		514,001
Surplus Property					
DAVTE Fund					
Donations					
Adjustments				200	200
Total Additions	\$ -	\$ 449,752	\$ 64,249	\$ 501,236	\$ 1,015,237
Deductions:					
Transfers-out:					
Intra-agency				327,257	327,257
Surplus property					
Scrap property				48,709	48,709
Condemned and lost property					
Retirements					
Adjustment				9,421	9,421
Total Deductions	\$ -	\$ -	\$ -	\$ 385,387	\$ 385,387
Balance June 30, 2006	\$ 254,760	\$ 17,479,847	\$ 2,692,188	\$ 1,417,583	\$ 21,844,378
Additions:					
Purchases				45,691	45,691
Transfers-in:					
Intra-agency				144,363	144,363
Capital Development Board		383,129			383,129
Surplus Property					
DAVTE Fund					
Donations					
Adjustments				4,380	4,380
Total Additions	\$ -	\$ 383,129	\$ -	\$ 194,434	\$ 577,563
Deductions:					
Transfers-out:					
Intra-agency				143,337	143,337
Inter-agency				28,454	28,454
Surplus property					
Scrap property				23,085	23,085
Other				2,294	2,294
Retirements					
Adjustment				2,519	2,519
Total Deductions	\$ -	\$ -	\$ -	\$ 199,689	\$ 199,689
Balance June 30, 2007	\$ 254,760	\$ 17,862,976	\$ 2,692,188	\$ 1,412,328	\$ 22,222,252

Note: The property balances at June 30, 2006 and 2007 have been reconciled to the property reports submitted to the Office of the Comptroller.

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
COMPARATIVE SCHEDULE OF CASH RECEIPTS AND DEPOSITS  
Years Ended June 30,

	FISCAL YEARS		
	<u>2007</u>	<u>2006</u>	<u>2005</u>
<u>RECEIPTS</u>			
Jury duty, witness fees, military duty	\$ 95	\$ 30	\$ 40
Copy charges	1,528	1,784	644
Telephone reimbursements	20	5	8
Miscellaneous other	<u>517</u>	<u>1,211</u>	<u>1,393</u>
<b>TOTAL RECEIPTS</b>	<u><u>\$ 2,160</u></u>	<u><u>\$ 3,030</u></u>	<u><u>\$ 2,085</u></u>
 <u>DEPOSITS</u>			
Receipts recorded by Agency	\$ 2,160	\$ 3,030	\$ 2,085
Add: Deposits in transit - Beginning of year	-	5	22
Deduct: Deposits in transit - End of year	<u>-</u>	<u>-</u>	<u>5</u>
<b>DEPOSITS RECORDED BY COMPTROLLER</b>	<u><u>\$ 2,160</u></u>	<u><u>\$ 3,035</u></u>	<u><u>\$ 2,102</u></u>

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES  
For the Two Years Ended June 30, 2007

**Fiscal Year 2007**

A comparative schedule of significant variations in expenditures (20% or more) for the fiscal years ended June 30, 2007 and June 30, 2006 are shown below:

	FISCAL YEAR ENDED		INCREASE (DECREASE)	
	JUNE 30		AMOUNT	%
	<u>2007</u>	<u>2006</u>		
Employee retirement contributions paid by employer	\$ -	\$ 81,338	\$ (81,338)	(100%)
State contributions to State				
Employees' Retirement System	\$1,153,440	\$ 747,708	\$ 405,732	54%
Travel	\$ 14,411	\$ 11,440	\$ 2,971	26%
Printing	\$ 10,886	\$ 6,795	\$ 4,091	60%
State property	\$ 92,193	\$ 27,328	\$ 64,865	237%
Living skills program	\$ 3,800	\$ 1,500	\$ 2,300	153%

Employee retirement contributions paid by employer

During the last six months of fiscal year 2006 and all months in fiscal year 2007, the employee retirement contributions were no longer paid by the employer. As such, there was no expenditure in fiscal year 2007 but showed expenditure in fiscal year 2006 relating to the first six months retirement contributions that were still paid by the employer.

State contributions to State Employees' Retirement System

The increase in State Employees' Retirement System was due to the increase in the contribution rate from 7.8% in fiscal year 2006 to 11.52% in fiscal year 2007.

Travel

The increase in travel expenditures was due to an increase in staff meetings and offsite staff development and training.

Printing

The increase in printing expenditures was due to the increase in the number of DHS forms requiring carbonless papers. The cost of carbonless papers also increased, which further affected the increase in printing expenditures.

### State property

The increase in state property expenditures was due to the purchase of new laptops, monitors, and software by the Center. The Center also purchased three new vehicles in fiscal year 2007 to replace worn-out vehicles.

### Living skills program

The increase in living skills program expenditures was due to an increase in State appropriations for more programs to be implemented by the Center for behavioral modification of patients. More patients participated in the various living skills programs, in effect, earning reward payments by achievement of the desired behavior.



STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES  
For the Two Years Ended June 30, 2007

**Fiscal Year 2006**

A comparative schedule of significant variations in expenditures (20% or more) for the fiscal years ended June 30, 2006 and June 30, 2005 are shown below:

	FISCAL YEAR ENDED		INCREASE (DECREASE)	
	<u>JUNE 30</u>		<u>AMOUNT</u>	<u>%</u>
	<u>2006</u>	<u>2005</u>		
Employee retirement				
contributions paid by employer	\$ 81,338	\$ 12,860	\$ 68,478	532%
State contributions to State				
Employees' Retirement System	\$ 747,708	\$1,447,920	\$ (700,212)	(48%)
Travel	\$ 11,440	\$ 8,733	\$ 2,707	31%
Operation of auto equipment	\$ 18,051	\$ 12,570	\$ 5,481	44%
Living skills program	\$ 1,500	\$ 500	\$ 1,000	200%

Employee retirement contributions paid by employer

In fiscal year 2005, the total expenditure for employee retirement contributions paid by employer of \$12,860 was only for July 2004 at the rate of 4%. Subsequent to July 2004 until the end of fiscal year 2005, the employee retirement contributions were no longer paid by the employer but instead were paid by employees. During the first six months of fiscal year 2006, the employee retirement contributions were again paid by employer at the rate of 2%. This was however discontinued during the last six months of fiscal year 2006. The increase in this expenditure line item was therefore due to the increase in the number of months the contributions were paid by the employer from one month in fiscal year 2005 to six months in fiscal year 2006.

State contributions to State Employees' Retirement System

The decrease in State contributions to State Employees' Retirement System was due to the decrease in the contribution rate from 16.11% in fiscal year 2005 to 7.8% in fiscal year 2006.

Travel

The increase in travel expenditures was due to an increase in offsite staff meetings and training.

Operation of auto equipment

The increase in operation of auto equipment expenditures was due to an increase in vehicle repairs and maintenance. The increase in expenditures led the Center to replace three of its vehicles in fiscal year 2007.

### Living skills program

The increase in living skills program expenditures was due to an increase in State appropriations for more programs to be implemented by the Center for behavioral modification of patients. More patients participated in the various living skills programs, in effect, earning reward payments by achievement of the desired behavior.

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
ANALYSIS OF SIGNIFICANT LAPSE PERIOD SPENDING  
For the Two Years Ended June 30, 2007

We have reviewed lapse period spending for fiscal years ended June 30, 2007 and 2006 and have identified significant lapse period spending (20% or more). A schedule of significant lapse period spending for fiscal year 2007 is shown below:

<u>EXPENDITURE ITEM</u>	<u>Fiscal Year Ended June 30, 2007</u>		
	<u>TOTAL EXPENDITURES</u>	<u>LAPSE PERIOD EXPENDITURES</u>	<u>PERCENTAGE</u>
State property	\$ 92,193	\$ 58,388	63%

State property

Significant lapse state property expenditures were due to vehicles ordered in June but received and paid during the lapse.

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
ANALYSIS OF SIGNIFICANT LAPSE PERIOD SPENDING  
For the Two Years Ended June 30, 2007

There was no significant lapse period spending for the fiscal year ended June 30, 2006.

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
SCHEDULE OF CHANGES IN INVENTORIES  
For the Two Years Ended June 30, 2007

	Balance July 1, 2006	Additions	Deletions	Balance June 30, 2007
General Stores:				
Medical lab	\$2,856	\$28,434	\$24,692	\$ 6,598
Food supplies	18,494	182,513	184,980	16,027
Household and laundry	11,499	78,539	70,509	19,529
Other general stores	6,650	117,340	115,220	8,770
Pharmacy	120,976	554,626	539,369	136,233
Postage	1,193	4,200	4,651	742
	<u>\$ 161,668</u>	<u>\$ 965,652</u>	<u>\$ 939,421</u>	<u>\$ 187,899</u>

	Balance July 1, 2005	Additions	Deletions	Balance June 30, 2006
General Stores:				
Medical lab	\$3,832	\$27,168	\$28,144	\$ 2,856
Food supplies	14,916	192,282	188,704	18,494
Household and laundry	18,768	53,097	60,366	11,499
Other general stores	8,242	112,392	113,984	6,650
Pharmacy	119,296	575,434	573,754	120,976
Postage	735	5,000	4,542	1,193
	<u>\$ 165,789</u>	<u>\$ 965,373</u>	<u>\$ 969,494</u>	<u>\$ 161,668</u>

Note: The inventories consist primarily of commodities and medications and are valued at weighted average cost.

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
ANALYSIS OF ACCOUNTS RECEIVABLE  
For the Two Years Ended June 30, 2007

The Center has accounts receivable of \$4,631,029, arising from operations of H. Douglas Singer Mental Health Center at June 30, 2007. This total represents amount due from private assets, private insurance, Social Security Administration, etc. for resident care provided at H. Douglas Singer Mental Health Center. The Department of Human Services Central Office prepares and mails the monthly billing statements, receives the payments and records the revenue and receivable in their general ledger. The Patient Resource Unit at the Center is responsible for determining billing amounts and is responsible for pursuing collection of delinquent accounts. The aging of outstanding accounts receivables and determination of an allowance for uncollectible accounts are the responsibility of the Department of Human Services - Central Office.

An aging of accounts receivable as of June 30, 2007, 2006 and 2005 prepared by the Department of Human Services Central Office and forwarded to the Center is as follows:

	June 30		
	<u>2007</u>	<u>2006</u>	<u>2005</u>
Current (0-3 months)	\$1,089,164	\$1,699,639	\$1,491,207
Past due (4-6 months)	335,413	240,192	240,205
Past due (7-12 months)	1,436,054	467,011	454,770
Past due (over 12 months)	<u>1,660,307</u>	<u>1,257,781</u>	<u>1,275,292</u>
Subtotal	\$4,520,938	\$3,664,623	\$3,461,474
Court Cases	<u>110,091</u>	<u>81,512</u>	<u>70,931</u>
Total	<u>\$4,631,029</u>	<u>\$3,746,135</u>	<u>\$3,532,405</u>

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
ANALYSIS OF OPERATIONS  
For the Two Years Ended June 30, 2007

CENTER FUNCTIONS AND PLANNING PROGRAM

H. Douglas Singer Mental Health Center (Center) is a facility designed to care for people with mental illness.

The Center serves the residents of Winnebago, Boone, Stephenson, Jo Davies, Lee, Ogle, Carroll, Whiteside, and Dekalb counties in Northwest Illinois and the residents of LaSalle, Bureau, Marshall, Putnam, Stark, Fulton, McDonough, Knox, Henderson, Warren, Henry, Rock Island, Mercer and Peoria counties in North Central Illinois.

The mission of the Center is to support and promote hope and recovery with quality, compassionate and culturally competent care. Its vision is the recovery of all persons from mental illness through effective treatment and supports.

The Center overall goal is to fully incorporate mental health recovery principles into the philosophy of treatment. Those goals include:

- Americans understand that mental health is essential to overall health
- Mental health care is consumer and family driven
- Disparities in mental health services are eliminated
- Early mental health screening, assessment, and referral to services are common practice
- Excellent mental health care is delivered and research is accelerated
- Technology is used to access mental health care and information

The Center has revised both its mission and vision to achieve consistency and synergy with the President's New Freedom Commission on Mental Health.

Various programs were implemented by the Center to meet the long term goals, vision and mission. These programs include:

- "Recovery is Our Vision" entrance sign as a reminder to everyone entering the hospital grounds of the Center's new Mission and Vision.
- Leadership and staff training entitled, "Fair and Safe: A New Beginning."
- Full implementation of violence and coercion reduction techniques.
- Personal Safety Plans
- "Coercion-Free Environment: Witnessing Questions"

The Governing body, which consists of the Network Manager, Medical Director, Hospital Administrator, Business Administrator, Quality Manager, and Nursing Director of the Center, meets at least once a month to monitor progress of programs, discuss issues, announcements, and discuss changes to the Center Policy and Procedures.

**Name and Location of the Agency Head**

Gustavo Espinosa, Acting Director  
H. Douglas Singer Mental Health Center  
4402 N. Main Street  
Rockford, Illinois 61103-1278



STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
ANALYSIS OF OPERATIONS  
For the Two Years Ended June 30, 2007

AVERAGE NUMBER OF EMPLOYEES

The following table, prepared from Center records, presents the average number of full time equivalent employees, by function, for the past three years.

	Fiscal Year		
	<u>2007</u>	<u>2006</u>	<u>2005</u>
Rehabilitation services	12	13	13
Adult inpatient services	93	97	98
Medical, surgical and clinical services	3	5	5
Administrative services	29	29	27
Engineering	9	9	9
Business management	10	8	10
Dietary	<u>11</u>	<u>12</u>	<u>10</u>
Total Employees	<u>167</u>	<u>173</u>	<u>172</u>

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
ANALYSIS OF OPERATIONS  
For the Two Years Ended June 30, 2007

EMPLOYEE OVERTIME (not examined)

Certain employees are eligible for overtime if the hours worked during a week exceed the standard workweek hours. The standard workweek hours range from 37 ½ to 40 depending on an employee's job classification. In most cases employees are compensated at 1 ½ times their normal hourly rate for overtime hours worked. A supervisor must approve all overtime. Certain employees may receive compensatory time off in lieu of pay depending on the position classification of the employee's job title.

The following table, prepared from Department records, presents the paid overtime and earned compensatory time incurred during the last three fiscal years.

	<b>June 30,</b>		
	<u>2007</u>	<u>2006</u>	<u>2005</u>
Paid overtime hours worked during fiscal year	<u>13,704</u>	<u>14,461</u>	<u>8,085</u>
Value of overtime hours worked during fiscal year	<u>\$418,327</u>	<u>\$405,776</u>	<u>\$222,043</u>
Compensatory hours earned during fiscal year	<u>4,508</u>	<u>5,240</u>	<u>2,897</u>
Value of compensatory hours earned during fiscal year	<u>\$130,923</u>	<u>\$151,183</u>	<u>\$92,528</u>
Total paid overtime hours and earned compensatory hours during fiscal year	<u>18,212</u>	<u>19,701</u>	<u>10,982</u>
Total value of paid overtime hours and earned compensatory hours during fiscal year	<u>\$549,250</u>	<u>\$556,959</u>	<u>\$314,571</u>

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
ANALYSIS OF OPERATIONS  
For the Two Years Ended June 30, 2007

CONTRACTUAL PAYROLL EMPLOYEES (not examined)

The Center hires some individuals to perform personal services pursuant to a contract where the individual is deemed an "employee" under IRS regulations. Some of the services provided by the contractual payroll employees were in the areas of occupational and physical therapy, hairdresser/barber, and recovery specialist.

The following table prepared from Department records presents the number of contractual payroll employees and amount expended for contractual payroll employees during fiscal year 2007, 2006 and 2005.

	<u>2007</u>	<u>2006</u>	<u>2005</u>
Contractual payroll employees paid during the fiscal year	<u>5</u>	<u>6</u>	<u>4</u>
Total amount expended for contractual payroll employees during the fiscal year	<u>\$91,076</u>	<u>\$125,526</u>	<u>\$74,276</u>

CENTER UTILIZATION (not examined)

H. Douglas Singer Mental Health Center (Center) is situated on 99 acres in Rockford, Illinois. The Center has 12 buildings on its grounds. Center management has provided the information below outlining their occupancy and/or utilization of the buildings on the grounds of the Center.

<u>Building</u>	<u>Type/Use</u>	<u>Square Feet</u>	<u>Status</u>	<u>%</u>
Hawthorne Hall	Support	38,852	Occupied	100%
Community Hall	Support	19,867	Occupied	100%
Locust Hall	Support	33,739	Occupied	100%
Birchwood Hall	Medical Records	20,962	Occupied	50%
Linden Hall	Patient Care	20,324	Occupied	100%
Sycamore Hall	Patient Care	21,480	Occupied	100%
Willow Cottage	Storage	27,703	Vacant	N/A
Garage	Support	2,792	Occupied	100%
H Corridor	Corridor	1,629	Occupied	100%
D Corridor	Corridor	2,169	Occupied	100%
F Corridor	Corridor	1,936	Occupied	100%
G Corridor	Corridor	1,629	Occupied	100%

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
ANALYSIS OF OPERATIONS  
For the Two Years Ended June 30, 2007

COST PER YEAR/DAY PER RESIDENT (not examined)

The following schedule represents costs per resident based upon the Department of Human Services Management Cost System. This includes costs for depreciation and an allocation of costs incurred by the Department's Central Office and other State agencies.

	<u>Fiscal Year</u>		
	<u>2007</u>	<u>2006</u>	<u>2005</u>
Cost per year per resident	*	<u>\$224,741</u>	<u>\$244,634</u>
Cost per day per resident	*	<u>\$616</u>	<u>\$670</u>

\* - The Department had not calculated this statistic by the close of fieldwork.

RATIO OF EMPLOYEES TO RESIDENTS (not examined)

The following comparisons are prepared from Center records for the fiscal years ended June 30:

	<u>2007</u>	<u>2006</u>	<u>2005</u>
Certified Capacity of Center	87	87	84
Average number of residents	72	78	73
Average number of employees	167	173	172
Ratio of employees to residents	<u>2.32 to 1</u>	<u>2.22 to 1</u>	<u>2.36 to 1</u>

REPORTED EMPLOYEE JOB INJURIES (not examined)

The following comparisons are prepared from Center records for the fiscal years ended June 30:

	<u>2007</u>	<u>2006</u>	<u>2005</u>
Number of reported employee injuries	<u>55</u>	<u>39</u>	<u>66</u>

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
ANALYSIS OF OPERATIONS  
For the Two Years Ended June 30, 2007

FOOD SERVICES (not examined)

The following table, prepared from the Center records, summarizes the number of meals served and the average cost per meal.

	<b>Fiscal Year</b>		
	<u>2007</u>	<u>2006</u>	<u>2005</u>
Meals served	<u>86,724</u>	<u>93,951</u>	<u>83,223</u>
Total food costs	\$182,203	\$185,873	\$155,301
Total labor costs	<u>514,384</u>	<u>485,035</u>	<u>469,900</u>
Total costs	<u>\$696,587</u>	<u>\$670,908</u>	<u>\$625,201</u>
Average food costs / meal	\$2.10	\$1.98	\$1.87
Average labor costs / meal	<u>5.93</u>	<u>5.16</u>	<u>5.65</u>
Total average cost / meal	<u>\$8.03</u>	<u>\$7.14</u>	<u>\$7.52</u>

STATE OF ILLINOIS  
DEPARTMENT OF HUMAN SERVICES  
H. DOUGLAS SINGER MENTAL HEALTH CENTER  
SERVICE EFFORTS AND ACCOMPLISHMENTS  
For the Two Years Ended June 30, 2007  
(not examined)

H. Douglas Singer Mental Health Center provides quality psychiatric services for over 700 individuals per year who are admitted due to a psychiatric crisis which cannot be safely managed in the community. Individuals are admitted from Northwestern Illinois and part of Central Illinois. The adult psychiatric units consist of a total of 76 beds. There are approximately 170 employees, including professional and support staff. The Center maintains ongoing relationships with the outpatient mental health centers to provide for continuity of case, as well as, partnerships with the University of Illinois College of Medicine and local Schools of Nursing to offer student clinicians educational and clinical experiences in an inpatient setting.

The Center is accredited by Joint Commission on Accreditation of Healthcare Organizations (JCAHO) and Centers for Medicare and Medicaid Services (CMS). The Center has done well on the Office of Inspector General site visit surveys.

The Center supports the annual Consumer/Family Forum Conference which features a national leader in the consumer movement to promote Recovery principles.

The Coercion-Free Violence Prevention committee worked on ways to reduce restraint and seclusion in this facility and create a safer environment for consumers and staff. Funding was provided by a Federal Grant. Over a two year period, there was significant reduction of restraint and seclusion.

The Capital Development Board released funds for installation of a new fire alarm system which is complete and in operation. Contractors are installing a sprinkler system for Hawthorne Hall and work is expected to be completed by the end of October 2007.

The Center is prepared for transition of one of the adult psychiatric units from a long-term unit to a step-down unit. The Center will be accepting patients from Chester Mental Health Center who are moving from their maximum security setting to eventual placement in the community.