

IMPORTANT NOTICE: This state agency is requesting disclosure of information that is necessary to accomplish the statutory purpose as outlined under 225 of the Illinois Compiled Statutes 70/17.1. Disclosure of this information is REQUIRED. Failure to provide any required information shall result in a Class A Misdemeanor.

RETURN TO:

ILLINOIS DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION
ENFORCEMENT ADMINISTRATION UNIT
Mandatory Report File Custodian
320 West Washington Street
Springfield, Illinois 62786

Mark envelope "Personal and Confidential"

MEDICAL MALPRACTICE PAYMENT

NURSING HOME ADMINISTRATORS MANDATORY REPORT

NURSING HOME ADMINISTRATORS LICENSING AND DISCIPLINARY BOARD

GENERAL INSTRUCTIONS

Any insurance company that offers policies of professional liability insurance to licensees, or any other entity that seeks to indemnify the professional liability of a licensee, shall report the settlement of any claim or adverse final judgment rendered in any action that alleged negligence in planning, organizing, directing, or supervising the operation of a nursing home by the licensee.

Reports must be filed with the Nursing Home Administrators Licensing and Disciplinary Board in writing within 60 days after a determination that a report is required.

This report contains two parts.

Part 1 seeks basic information concerning the person making the report, the licensed individual who is the subject of the report, and any patient who may have been injured or endangered as a result of the licensed individual's conduct or disability.

Part 2 seeks specific information concerning the claim of settlement or judgment against the licensed individual and any judicial action which may have resulted.

Both parts must be filled out completely. Where requested, **identify and attach explanatory documentation** which will be helpful to the Nursing Home Administrators Licensing and Disciplinary Board in determining whether further investigation is warranted, except that no medical records may be revealed without the written consent of the patient.

The law requires that this report be kept strictly confidential. All communications regarding this report should be addressed only to authorized persons.

The law further provides that any individual or organization acting in good faith, and not in a willful and wanton manner, in complying with this law by providing any report or other information to the Board, or assisting in the investigation or preparation of such information, or by participating in proceedings of the Board, shall not, as a result of such actions, be subject to criminal prosecution or civil damages.

**MEDICAL MALPRACTICE PAYMENT
NURSING HOME ADMINISTRATORS MANDATORY REPORT**

PART 1 – BASIC INFORMATION

Official Use Only

Code	Mandatory Report Number
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A. SOURCE OF INFORMATION – (Individual making report)

NAME (Last, First, MI): _____

PROFESSIONAL TITLE AND/OR JOB TITLE: _____

NAME OF INSURANCE CO. OR INDEMNIFYING ENTITY: _____

ADDRESS: _____
Street Address City State ZIP Code

TELEPHONE NO.: _____ EMAIL ADDRESS: _____
Include Area Code

B. SUBJECT OF REPORT – (Individual licensed under the Nursing Home Administrators Act. Please complete a separate report for each individual.)

NAME (Last, First, MI): _____

ADDRESS: _____
Street Address City State ZIP Code

TELEPHONE NO.: _____ EMAIL ADDRESS: _____
Include Area Code

PROFESSIONAL LICENSE NO.: _____

C. CLAIMANT INFORMATION – (If more than one patient is involved, please check the appropriate box and provide information regarding additional patients on Page 4, "Multiple Patients Report," of this form)

CLAIMANT/PLAINTIFF NAME (Last, First, MI): _____

ADDRESS: _____
Street Address City State ZIP Code

TELEPHONE NO.: _____ EMAIL ADDRESS: _____
Include Area Code

DOB: _____ DATE OF OCCURRENCE GIVING RISE TO CLAIM: _____

If patient is other than the claimant or plaintiff, complete the following, otherwise, enter "same as above."

MULTIPLE PATIENTS?

PATIENT NAME: _____ DOB: _____

D. PLAINTIFF'S ATTORNEY INFORMATION

ATTORNEY NAME (Last, First, MI): _____

ADDRESS: _____
Street Address City State ZIP Code

TELEPHONE NO.: _____ EMAIL ADDRESS: _____
Include Area Code

PART 2 – SPECIFIC INFORMATION

A. NEGLIGENCE ALLEGED BY CLAIMANT OR PLAINTIFF – In the space below, please provide a brief description of any acts or omissions alleged to have caused injury and the extent of any injury including the dates of any occurrences (**identify and attach any appropriate documents** including pleadings and expert witness opinions, if applicable):

Did the injury result in the death of the claimant? Yes No

B. SETTLEMENT OR FINAL JUDGMENT INFORMATION

Amount of settlement or final judgment paid on behalf of the subject of the report: _____

Amount paid on behalf of any other persons against whom a claim was made or lawsuit filed for the occurrence being reported: _____

Date of settlement or final judgment: _____

C. COURT ACTION – (Attach copies of any appropriate pleadings you may have including appearances and orders.)

Did the act or acts result in any court action?
Yes **No** If yes, please identify.

Case Name: _____

Court in which filed: _____

Docket Number: _____

Date Filed: _____

Status of Court Action: _____

D. CLAIM HISTORY OF SUBJECT OF REPORT

Number of previous claims or lawsuits filed against the subject: _____

With respect to each such claim, briefly describe its nature including the dates of any occurrences giving rise to the claim, and its disposition including the date and amount of any settlement or judgment:

PART 3 - SIGNATURE

OFFICAL USE ONLY

NAME

TITLE

DATE

