

Application for Appointment to the Board of Directors of the Champaign County Nursing Home

On a separate page, please provide the following information:

1. List contact information including your name, date of application, address, phone number, cell number, fax number, and email address.
2. List and very briefly describe your experience as a member of a public or private governing or advisory board or commission. Please include the name and function of the board or commission, the years of your tenure on the board or commission, and any official posts on the board or commission that you held.
3. Please describe achievements of the board or commission that you may have assisted in furthering, and include other information that may be relevant to the evaluation of your application for appointment to the Board of Directors of the Champaign County Nursing Home (CCNH).
4. Summarize your educational background, including degrees you have earned.
5. Describe your current area(s) of professional expertise.
6. Identify the medical, health care, financial, or business entities for which you have worked or with which you have been involved.
7. List your hobbies, avocations, areas of community service, and philanthropic involvements.
8. Please state why you wish to serve on the CCNH Board of Directors and what you hope the Board of Directors will accomplish.
9. Finally, please complete the Conflict of Interest Questionnaire (enclosed).

Thank you very much for your interest in serving as a member of the Champaign County Nursing Home Board of Directors. You will be notified by mail as to whether or not you have been selected by the County Board to serve on the Board of Directors.

Please mail or deliver all forms to the Champaign County Board Office, Brookens Administrative Center, 1776 East Washington Street, Urbana, IL 61802.

CONFLICT OF INTEREST QUESTIONNAIRE

Pursuant to the purposes and intent of the conflict of interest policy adopted by the Governing Body of Champaign County Nursing Home requiring disclosure of certain interests, a copy of which has been furnished to me, I hereby state that I or members of my immediate family have the following affiliations or interests and have taken part in the following transactions that, when considered in conjunction with my position with or relation to Champaign County Nursing Home, might possibly constitute a conflict of interest.

(Check "None" where applicable.)

1. Outside Interests

Identify any interests, other than investments, held by you or a member of your immediate family, as described in the list of definitions accompanying this questionnaire.

() None OR – List below:

2. Investments

List and describe all investments held by you or a member of your immediate family that might fall within the category of "material financial interest," as described in the list of definitions accompanying this questionnaire.

() None OR – List below:

3. Outside Activities

Identify any outside activities, engaged in by you or a member of your immediate family, as described in the list of definitions accompanying this questionnaire.

() None OR – List below:

4. Material Financial Interest

Identify whether you, your spouse, or any immediately family member living with you (a) is entitled to receive more than 7 ½% of the total distributable income under a contract with CCNH or (b) if you, together with your spouse and immediate family members living with you are entitled to receive more than 15% in the aggregate of the total distributable income under a contract with CCNH.

() None OR – List below:

Signed:_____

Date:_____

TITLE:_____

Conflicts of Interest

Disclosure of Self-Dealing Transactions

CHAMPAIGN COUNTY NURSING HOME (herein called "CCNH") is operated under the auspices of the CHAMPAIGN COUNTY BOARD and the laws of the State of Illinois for charitable purposes and, as such, is subject to all laws, rules, and regulations regarding such operations.

The specific purpose of CCNH is to establish, maintain, and operate a nursing and rehabilitation institution, and other facilities for the care of ill, injured, or disabled persons and to enhance the health of those in the community served by CCNH.

The Board of Directors is responsible for the prudent and proper handling of the activities and affairs of CCNH. Each Director owes to CCNH the duty to perform honestly, promptly, and economically and to use reasonable care, skill, and judgment in such performance.

Keeping in mind the aforesaid laws, rules, regulations, and specific purposes of the CCNH, each Director shall disclose to the other Directors any of the following:

1. A transaction to which CCNH is or may be a party and in which such Director and/or a member of his or her immediate family has a direct or indirect material financial interest;
2. A transaction that may compete in a direct or indirect manner with the activities of CCNH in the purchase, lease, and/or sale of property, goods, and services;
3. A transaction in which advice or consultation is given by such Director to a third party that competes with CCNH in the health care field;
4. A transaction in which gifts or other favors in excess of \$75 are offered to a Director by a third party to influence such Director in the performance of his or her duties;
5. A transaction in which information relating to the business of CCNH is used or communicated to others for the personal profit or advantage of such Director or his or her immediate family.

All such disclosures shall be made at the first opportunity, and before any discussion and/or action by the Governing Body relative to such a transaction.

Once disclosure has been made regarding such a transaction, no vote of such Director shall be counted in determining the existence of a quorum to vote on such a transaction and such Director shall not directly or indirectly discuss or attempt to influence any action on such transaction and such Director shall not vote thereon. The term "immediate family" shall mean spouse, child, parent, brother, or sister of the Director.

All such disclosures shall be recorded in the minutes of the Governing Body, as well as abstentions from voting and abstentions from the determination of quorums.

The foregoing shall not prevent such Director from briefly stating his or her position in the matter, nor from answering pertinent questions from other Directors.

This Conflict of Interest policy and questionnaire shall be circulated among all Directors and administrative personnel (the Administrator and Operating Officer/DON) during September and March of each year. The results of the questionnaire shall be maintained in CCNH offices and at the office of the County Administrator. Further, this Conflict of Interest policy and questionnaire shall be circulated among all Directors and administrative personnel whenever a project involving a potential for conflict of interest through investment of any kind shall arise.

List of Definitions

1. Outside Interests

- a. A position or a material financial interest, held directly or indirectly, in any outside concern from which the individual Director has reason to believe that CCNH secures goods or services, or provides services competitive with CCNH or any of its related entities.
- b. Competition, direct or indirect, with CCNH in the purchase or sale of property rights, interests, or services.

2. Outside Activities

Directive, managerial, or consultative services rendered to any outside concern that does business with or competes with the services of CCNH, or renders other services in competition with CCNH or any of its related entities.

3. Gifts, Gratuities, and Entertainment

Gifts or other favors valued in excess of \$75 that are accepted from any outside concern that does business with, is seeking to do business with, or is a competitor of CCNH under circumstances from which it might be inferred that such action is intended to influence or possibly would influence the individual in the performance of his or her duties as a Director. This does not include the acceptance of items of nominal or minor value that are clearly tokens of respect or friendship and are not related to any particular transaction or activity of CCNH or any of its related entities.

4. Inside Information

Information relating to the business of CCNH, or any of its related entities that is used for the personal profit or advantage of the individual Director or his or her immediate family, which information shall be disclosed to the other Directors.

5. Material Financial Interest

A person, his or her spouse, or his or her immediately family member living with that person is ineligible to serve on the CCNH Board of Directors if that person (a) is entitled to receive more than 7½% of the total distributable income under a contract with CCNH or (b) if that person, together with his or her spouse and immediate family members living with that person, are entitled to receive more than 15% in the aggregate of the total distributable income under a contract with CCNH.