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## INTRODUCTION

The Illinois Register is the official state document for publishing public notice of rulemaking activity initiated by State governmental agencies. The table of contents is arranged categorically by rulemaking activity and alphabetically by agency within each category.

Rulemaking activity consists of proposed or adopted new rules; amendments to or repealers of existing rules; and rules promulgated by emergency or peremptory action. Executive Orders and Proclamations issued by the Governor; notices of public information required by State Statute; and activities (meeting agendas; Statements of Objection or Recommendation, etc.) of the Joint Committee on Administrative Rules (JCAR), a legislative oversight committee which monitors the rulemaking activities of State Agencies; is also published in the Register.

The Register is a weekly update of the Illinois Administrative Code (a compilation of the rules adopted by State agencies). The most recent edition of the Code, along with the Register, comprise the most current accounting of State agencies' rulemakings.

The Illinois Register is the property of the State of Illinois, granted by the authority of the Illinois Administrative Procedure Act [5 ILCS 100/1-1, et seq.].

### ILLINOIS REGISTER PUBLICATION SCHEDULE FOR 2012

<b><u>Issue #</u></b>	<b><u>Rules Due Date</u></b>	<b><u>Date of Issue</u></b>
1	December 27, 2011	January 6, 2012
2	January 3, 2012	January 13, 2012
3	January 9, 2012	January 20, 2012
4	January 17, 2012	January 27, 2012
5	January 23, 2012	February 3, 2012
6	January 30, 2012	February 10, 2012
7	February 6, 2012	February 17, 2012
8	February 14, 2012	February 24, 2012
9	February 21, 2012	March 2, 2012
10	February 27, 2012	March 9, 2012
11	March 5, 2012	March 16, 2012
12	March 12, 2012	March 23, 2012
13	March 19, 2012	March 30, 2012
14	March 26, 2012	April 6, 2012
15	April 2, 2012	April 13, 2012
16	April 9, 2012	April 20, 2012
17	April 16, 2012	April 27, 2012
18	April 23, 2012	May 4, 2012

19	April 30, 2012	May 11, 2012
20	May 7, 2012	May 18, 2012
21	May 14, 2012	May 25, 2012
22	May 21, 2012	June 1, 2012
23	May 29, 2012	June 8, 2012
24	June 4, 2012	June 15, 2012
25	June 11, 2012	June 22, 2012
26	June 18, 2012	June 29, 2012
27	June 25, 2012	July 6, 2012
28	July 2, 2012	July 13, 2012
29	July 9, 2012	July 20, 2012
30	July 16, 2012	July 27, 2012
31	July 23, 2012	August 3, 2012
32	July 30, 2012	August 10, 2012
33	August 6, 2012	August 17, 2012
34	August 13, 2012	August 24, 2012
35	August 20, 2012	August 31, 2012
36	August 27, 2012	September 7, 2012
37	September 4, 2012	September 14, 2012
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40	September 24, 2012	October 5, 2012
41	October 1, 2012	October 12, 2012
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45	October 29, 2012	November 9, 2012
46	November 5, 2012	November 16, 2012
47	November 13, 2012	November 26, 2012
48	November 19, 2012	November 30, 2012
49	November 26, 2012	December 7, 2012
50	December 3, 2012	December 14, 2012
51	December 10, 2012	December 21, 2012
52	December 17, 2012	December 28, 2012

**Editor's Note:** The Secretary of State Index Department is providing this opportunity to remind you that the next filing period for your Regulatory Agenda will occur from October 15, 2012 to January 2, 2013.

## DEPARTMENT OF INSURANCE

## NOTICE OF PROPOSED RULES

- 1) Heading of the Part: Workers' Compensation Electronic Claims
- 2) Code Citation: 50 Ill. Adm. Code 2908
- 3) 

<u>Section Numbers:</u>	<u>Proposed Action:</u>
2908.10	New Section
2908.20	New Section
2908.30	New Section
2908.40	New Section
2908.50	New Section
2908.60	New Section
2908.70	New Section
2908.80	New Section
2908.90	New Section
- 4) Statutory Authority: Implementing and authorized by Section 8.2a of the Workers' Compensation Act [820 ILCS 305/8.2a]
- 5) A Complete Description of the Subjects and Issues Involved: This rule is required to implement the electronic claims provisions contained in Section 8.2a of the Illinois Workers' Compensation Act [820 ILCS 305/8.2a]. The focus of this proposed rule is to provide a legal framework for electronic billing, processing and payment of medical services and products provided to an injured employee and data reporting subject to Section 8.2a.
- 6) Any published studies or reports, along with the sources of underlying data, that were used when comprising this rulemaking, in accordance with 1 Ill. Adm. Code 100.355: None
- 7) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? Yes
- 10) Are there any other proposed rulemakings pending on this Part? No
- 11) Statement of Statewide Policy Objectives: This rulemaking will not require a local government to establish, expand or modify its activities in such a way as to necessitate additional expenditures from local revenues.

## DEPARTMENT OF INSURANCE

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- 12) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking: Persons who wish to comment on this proposed rulemaking may submit written comments no later than 45 days after the publication of this Notice to:

Joe Clennon, Staff Attorney  
Illinois Department of Insurance  
320 West Washington St.  
Springfield, IL 62767-0001

or Susan Anders, Rules Coordinator  
Illinois Department of Insurance  
320 West Washington St.  
Springfield, IL 62767-0001

217/557-1396  
217/524-9033 (facsimile)

217/785-8220

- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not for profit corporations affected: None
  - B) Reporting, bookkeeping or other procedures required for compliance: Use of medical billing information standards
  - C) Types of professional skills necessary for compliance: None
- 14) Regulatory Agenda on which this rulemaking was summarized: July 2012

The full text of the Proposed Rules begins on the next page:

## DEPARTMENT OF INSURANCE

## NOTICE OF PROPOSED RULES

## TITLE 50: INSURANCE

CHAPTER I: DEPARTMENT OF INSURANCE  
SUBCHAPTER hh: WORKERS' COMPENSATION

## PART 2908

## WORKERS' COMPENSATION ELECTRONIC CLAIMS

## Section

2908.10	Applicability
2908.20	Purpose and Scope
2908.30	Definitions
2908.40	Formats for Electronic Medical Bill Processing
2908.50	Billing Code Sets
2908.60	Electronic Medical Billing, Reimbursement and Documentation
2908.70	Employer, Insurance Carrier, Managed Care Organization or Agents' Receipt of Medical Bills from Health Care Providers
2908.80	Communication Between Health Care Providers and Payers
2908.90	Medical Documentation Necessary for Billing Adjudication

AUTHORITY: Implementing and authorized by Section 8.2a of the Workers' Compensation Act [820 ILCS 305/8.2a].

SOURCE: Adopted at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

**Section 2908.10 Applicability**

Every employer and insurer, hospital, physician, surgeon or other person rendering treatment pursuant to the Workers' Compensation Act [820 ILCS 305] must accept electronic claims for payment of medical services as provided by Section 8.2a of the Act. Every health care provider or facility rendering treatment pursuant to the Act must submit medical bills for payment on standardized forms either electronically or on paper as provided by Section 8.2a of the Act, except for those exempted under the Act.

**Section 2908.20 Purpose and Scope**

The purpose of this Part is to set forth the requirements for electronic billing, processing and payment of medical services and products provided to an injured employee and for data reporting, subject to Section 8.2a of the Act.

## DEPARTMENT OF INSURANCE

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**Section 2908.30 Definitions**

"Act" means the Workers' Compensation Act [820 ILCS 305].

"ASC X12 Standards for Electronic Data Interchange" means Accredited Standards Committee X12 (ASC X12) EDI American National Standards, with reports incorporated by reference in this Part published by Washington Publishing Company, 2107 Elliott Ave., Suite 305, Seattle WA 98121.

"Business day" means Monday through Friday, excluding days on which a holiday is observed by the State.

"Clearinghouse" means a public or private entity, including a billing service, repricing company, community health management information system or community health information system, and "value-added" networks and switches, that is an agent of either the payer or the provider and that may perform the following functions:

Processes or facilitates the processing of medical billing information received from a client in a nonstandard format or containing nonstandard data content into standard data elements or a standard transaction for further processing of a bill related transaction; or

Receives a standard transaction from another entity and processes or facilitates the processing of medical billing information into nonstandard format or nonstandard data content for a client entity.

"Commission" means the Illinois Workers' Compensation Commission.

"Complete electronic bill" means a medical bill that meets all of the criteria enumerated in Section 2908.60(c).

"CMMS" means the Centers for Medicare and Medicaid Services of the United States Department of Health and Human Services (HHS).

"Electronic" refers to a communication between computerized data exchange systems that complies with the standards enumerated in this Part.

## DEPARTMENT OF INSURANCE

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"Health care provider" means a person or entity, appropriately certified or licensed, as required, who provides medical services or products to an injured worker in accordance with the Act.

"Health care provider agent" means a person or entity that contracts with a health care provider establishing an agency relationship to process bills for services provided by the health care provider under the terms and conditions of a contract between the agent and health care provider. The contracts may permit the agent to submit bills, request reconsideration, receive reimbursement, and seek medical dispute resolution for the health care provider services billed in accordance with the Act.

"NCPDP" means National Council for Prescription Drug Programs.

"National Provider Identification Number" or "NPI" means the unique identifier assigned to a health care provider or health care facility by the Secretary of the United States Department of Health and Human Services.

"Payer" means the insurer or authorized self insured employer legally responsible for paying the workers' compensation medical bills.

"Payer agent" includes, but is not limited to, any person or entity that performs medical bill related processes for the payer responsible for the bill. These processes include, but are not limited to, reporting to government agencies, electronic transmission, forwarding or receipt of documents, review of reports, review of bill and final payment.

"Supporting documentation" means those documents necessary for the payer to process a bill. These include, but are not limited to, any written authorization received from the third party administrator or any other records required by the Act.

**Section 2908.40 Formats for Electronic Medical Bill Processing**

- a) For electronic transactions, the following electronic medical bill processing standards shall be used:
  - 1) Billing:
    - A) Professional Billing –

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- i) The ASC X12 Standards for Electronic Data Interchange Technical Report Type 3, Health Care Claim: Professional (837), May 2006, ASC X12, 005010X222 (no later amendments or editions); and
  - ii) Type 3 Errata to Health Care Claim: Professional (837), June 2010, ASC X12, 005010X222A1 (no later amendments or editions);
- B) Institutional/Hospital Billing –
- i) The ASC X12 Standards for Electronic Data Interchange Technical Report Type 3, Health Care Claim: Institutional (837), June 2010, ASC X12N/005010X223 (no later amendments or editions);
  - ii) Type 1 Errata to Health Care Claim: Institutional (837), ASC X12 Standards for Electronic Data Interchange Technical Report Type 3, October 2007, ASC X12N/005010X223A1 (no later amendments or editions); and
  - iii) Type 3 Errata to Health Care Claim: Institutional (837), June 2010, ASC X12, 005010X223A2 (no later amendments or editions);
- C) Dental Billing –
- i) The ASC X12 Standards for Electronic Data Interchange Technical Report Type 3, Health Care Claim: Dental (837), June 2010, ASC X12N/005010X224 (no later amendments or editions);
  - ii) Type 1 Errata to Health Care Claim: Dental (837), ASC X12 Standards for Electronic Data Interchange Technical Report Type 3, October 2007, ASC X12N/005010X224A1 (no later amendments or editions); and

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- iii) Type 3 Errata to Health Care Claim: Dental (837), June 2010, ASC X12, 005010X224A2 (no later amendments or editions); and
- D) Retail Pharmacy Billing –
- i) The Telecommunication Standard Implementation Guide, Version D, Release 0 (Version D.0), August 2007, National Council for Prescription Drug Programs (NCPDP), 9240 East Raintree Drive, Scottsdale AZ 85260, July 2012 (no later amendments or editions); and
  - ii) The Batch Standard Batch Implementation Guide, Version 1, Release 2 (Version 1.2), January 2006, National Council for Prescription Drug Programs (NCPDP), 9240 East Raintree Drive, Scottsdale AZ 85260, July 2012 (no later amendments or editions).
- 2) Acknowledgment:
- A) Electronic responses to ASC X12N 837 transactions:
    - i) The ASC X12 Standards for Electronic Data Interchange TA1 Interchange Acknowledgment contained in the standards adopted under Section 2908.40(a)(1);
    - ii) The ASC X12 Standards for Electronic Data Interchange Technical Report Type 3, Implementation Acknowledgment for Health Care Insurance (999), June 2007, ASC X12N/005010X231 (no later amendments or editions); and
    - iii) The ASC X12 Standards for Electronic Data Interchange Technical Report Type 3, Health Care Claim Acknowledgment (277CA), January 2007, ASC X12N/005010X214 (no later amendments or editions).
  - B) Electronic responses to NCPDP transactions: the Response contained in the standards adopted under Section 2908.40(a)(1).

## DEPARTMENT OF INSURANCE

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- 3) Remittance –
    - A) The ASC X12 Standards for Electronic Data Interchange Technical Report Type 3, Health Care Claim Payment/Advice (835), April 2006, ASC X12N/005010X221 (no later amendments or editions); and
    - B) Type 3 Errata to Health Care Claim Payment/Advice (835), June 2010, ASC X12, 005010X221A1 (no later amendments or editions).
  - 4) Documentation submitted with an electronic medical bill in accordance with Section 2908.60(e) (relating to Medical Documentation): ASC X12N Additional Information to Support a Health Claim or Encounter (275), February 2008, ASC X12, 005010X210 (no later amendments or editions).
- b) Insurance carriers and health care providers may exchange electronic data in a nonprescribed format by mutual agreement. All data elements required in the jurisdiction prescribed formats must be present in a mutually agreed upon format.
  - c) The implementation specifications for the ASC X12N and the ASC X12 Standards for Electronic Data Interchange may be obtained from the ASC X12, 7600 Leesburg Pike, Suite 430, Falls Church VA 22043; Telephone (703) 970-4480 and FAX (703) 970-4488. They are also available through the Internet at <http://store.x12.org/>.
  - d) The implementation specifications for the retail pharmacy standards may be obtained from the National Council for Prescription Drug Programs, 9240 East Raintree Drive, Scottsdale AZ 85260; Telephone (480) 477-1000 and FAX (480) 767-1042. They are also available through the Internet at <http://www.ncdp.org>. A fee is charged for all implementation specifications.

**Section 2908.50 Billing Code Sets**

All billing codes and modifier systems used for electronic billing shall be in accordance with 50 Ill. Adm. Code 7110.90.

**Section 2908.60 Electronic Medical Billing, Reimbursement and Documentation**

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- a) Applicability
- 1) This Section outlines the exclusive process to use when exchanging electronic medical bills and related payment processing data for professional, institutional/hospital, pharmacy and dental services. This Section does not apply when an employer and insurer, hospital, physician, surgeon or other person rendering treatment pursuant to the Act is submitting a standardized form on paper or responding to requests for reconsideration or judicial appeals concerning any matter related to medical compensation or requests for informational copies of medical records.
  - 2) Unless exempted from this process in accordance with subsection (b), payers or their agents shall:
    - A) Accept electronic medical bills submitted in accordance with the standards set forth in this Part;
    - B) Transmit acknowledgments and remittance advice in compliance with this Part, in response to electronically submitted medical bills; and
    - C) Support methods to receive electronic documentation required for the adjudication of a bill, as described in subsection (d)(8).
  - 3) A health care provider may:
    - A) Implement a software system capable of exchanging medical bill data in accordance with the adopted standards or contract with a clearinghouse to exchange its medical bill data;
    - B) Submit medical bills in accordance with Section 2908.40(a)(1) to any payers that have established connectivity to the health care provider's system or clearinghouse;
    - C) Submit required documentation in accordance with subsection (e); and

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- D) Receive and process any acceptance or rejection acknowledgment from the payer.
  - 4) Payers must be able to exchange electronic data by June 30, 2013 unless exempted from the process in accordance with subsection (b).
  - 5) Health care providers or their agents must be able to exchange electronic data by June 30, 2013 unless exempted from the process in accordance with subsection (b).
- b) To be considered a complete electronic medical bill, the bill or supporting transmissions must:
- 1) Be submitted in the correct billing format, with the correct billing code sets as set forth in Section 2908.50;
  - 2) Be transmitted in compliance with the format requirements described in Section 2908.40;
  - 3) Include in legible text all medical reports and records, including, but not limited to, evaluation reports, narrative reports, assessment reports, progress reports/notes, clinical notes, hospital records and diagnostic test results that are expressly required by law or can reasonably be expected by the payer or its agent under the laws of the State of Illinois;
  - 4) Identify the:
    - A) Injured employee;
    - B) Employer;
    - C) Insurance carrier, third party administrator, managed care organization or its agent;
    - D) Health care provider; and
    - E) Medical service or product; and

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- 5) Use current and valid codes and values defined in the applicable formats in Section 2908.50.
- c) Acknowledgment
- 1) An Interchange Acknowledgment (TA1), as specified in Section 2908.40(a)(2)(A)(i), notifies the sender of the receipt of, and certain structural defects associated with, an incoming transaction.
  - 2) An Implementation Acknowledgment (ASC X12 999) transaction as specified in Section 2908.40(a)(2)(A)(ii) is an electronic notification to the sender of the file that it has been received and has been:
    - A) Accepted as a complete and structurally correct file; or
    - B) Rejected with a valid rejection code.
  - 3) A Health Care Claim Status Response or Acknowledgment (ASC X12 277) transaction (detail acknowledgment) as specified in Section 2908.40(a)(2)(A)(iii) is an electronic notification to the sender of an electronic transaction (individual electronic bill) that the transaction has been received and has been:
    - A) Accepted as a complete, correct submission; or
    - B) Rejected with a valid rejection code.
  - 4) A payer must acknowledge receipt of an electronic medical bill by returning an Implementation Acknowledgment (ASC X12 999) specified in Section 2908.40(a)(2)(A)(ii) within one business day after receipt of the electronic submission.
    - A) Notification of a rejected bill is transmitted using the appropriate acknowledgment when an electronic medical bill does not meet the definition of a complete electronic medical bill as described in Section this subsection (c) or does not meet the edits defined in the applicable implementation guide or guides.

## DEPARTMENT OF INSURANCE

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- B) A health care provider or its agent may not submit a duplicate electronic medical bill earlier than 60 business days from the date originally submitted if a payer has acknowledged acceptance of the original complete electronic medical bill. A health care provider or its agent may submit a corrected medical bill electronically to the payer after receiving notification of a rejection. The corrected medical bill is submitted as a new, original bill.
- 5) A payer must acknowledge receipt of an electronic medical bill by returning a Health Care Claim Status Response or Acknowledgment (ASC X12 277) transaction (detail acknowledgment) as specified in Section 2908.40(a)(2)(A)(iii) within two business days after receipt of the electronic submission.
- A) Notification of a rejected bill is transmitted in an ASC X12N 277 response or acknowledgment when an electronic medical bill does not meet the definition of a complete electronic medical bill or does not meet the edits defined in the applicable implementation guide or guides.
  - B) A health care provider or its agent may not submit a duplicate electronic medical bill earlier than 60 business days from the date originally submitted if a payer has acknowledged acceptance of the original complete electronic medical bill. A health care provider or its agent may submit a corrected medical bill electronically to the payer after receiving notification of a rejection. The corrected medical bill is submitted as a new, original bill.
- 6) Acceptance of a complete medical bill is not an admission of liability by the payer. A payer may subsequently reject an accepted electronic medical bill if the employer or other responsible party named on the medical bill is not legally liable for its payment.
- A) The subsequent rejection must occur no later than 7 business days from the date of receipt of the complete electronic medical bill.
  - B) The rejection transaction must clearly indicate that the reason for the rejection is due to denial of liability.

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- 7) Acceptance of a complete or incomplete medical bill by a payer does not begin the time period by which a payer must accept or deny liability for any alleged claim related to the medical treatment pursuant to the Act.
  - 8) Transmission of an Implementation Acknowledgment (ASC X12 999) under subsection (d)(2), and acceptance of a complete, structurally correct file, serves as proof of the received date for an electronic medical bill in this subsection (c).
- d) Electronic Documentation
- 1) Electronic documentation, including, but not limited to, medical reports and records submitted electronically that support an electronic medical bill, shall be required by the payer before payment is remitted to the health care provider.
  - 2) Complete electronic documentation may be submitted by fax, electronic mail or in an electronic format as defined in Section 2908.40.
  - 3) The electronic transmittal by fax or electronic mail must contain the following details prominently on its cover sheet or first page of the transmittal:
    - A) The name of the injured employee;
    - B) Identification of the worker's employer if known, the employer's insurance carrier, or the third party administrator or its agent handling the workers' compensation claim;
    - C) Identification of the health care provider billing for services to the injured worker and, when applicable, its agent;
    - D) Dates of service; and
    - E) The workers' compensation claim number assigned by the payer, if known.
  - 4) When requested by the payer, a health care provider or its agent must submit electronic documentation within 7 business days after the request.

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Electronic documentation may be submitted simultaneously with the electronic medical bill or may be submitted separately within 7 business days after successful submission of the electronic medical bill.

- 5) If electronic transmittal of documentation proves to be impossible or infeasible, the documentation will be sent via first class mail to the address of record for the payer. Electronic transmittal is presumed to be infeasible if the electronic routing information to the payer is not available through normal means of transmittal allowed by this Part. Documentation transmitted via first class mail must contain the following details prominently:
    - A) The name of the injured employee;
    - B) Identification of the worker's employer to the extent known, the employer's insurance carrier, or the third party administrator or its agent handling the workers' compensation claim;
    - C) Identification of the health care provider billing for services to the injured worker and, when applicable, its agent;
    - D) Dates of service; and
    - E) The workers' compensation claim number assigned by the payer, if known.
  - 6) When a signed release is required from the injured worker before release of requested records, the request is not complete and actionable until the medical provider or its agent has received a valid, signed release form.
- e) Electronic Remittance Notification
- 1) An electronic remittance notification is an explanation of benefits (EOB) or explanation of review (EOR) submitted electronically regarding payment or denial of a medical bill, recoupment request or receipt of a refund.
  - 2) A payer must provide an electronic remittance notification in accordance with 50 Ill. Adm. Code 7110.90.

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- 3) The electronic remittance notification must contain the appropriate Group Claim Adjustment Reason Codes, Claim Adjustment Reason Codes (CARC) and associated Remittance Advice Remark Codes (RARC) as specified by the ASC X12 (835) implementation guide as specified in Section 2908.40(a)(3)(A) or, for pharmacy charges, the NCPDP Reject Codes, National Council for Prescription Drug Programs, 9240 East Raintree Drive, Scottsdale AZ 85260 ([http://www.ncdp.org/standards\\_info.aspx](http://www.ncdp.org/standards_info.aspx)) (July 2012, no later amendments or editions), denoting the reason for payment, adjustment or denial.
- 4) The remittance notification must be sent within 5 days after:
  - A) the expected date of receipt by the medical provider of payment from the payer; or
  - B) the date the bill was rejected by the payer. If a recoupment of funds is being requested, the notification shall contain the proper code described in subsection (f)(3) and a full explanation for the amount and basis of the refund.
- f) Health care providers exempted from electronic medical billing pursuant to subsection (b) shall submit paper medical bills for payment in the formats set forth in 50 Ill. Adm. Code 7110.90.
- g) A health care provider or its agent may not submit a duplicate paper medical bill earlier than 30 business days from the date originally submitted unless the payer has returned the medical bill as incomplete in accordance with Section 2908.70. A health care provider or its agent may submit a corrected paper medical bill to the payer after receiving notification of the return of an incomplete medical bill. The corrected medical bill is submitted as a new, original bill.
- h) Unless the payer is exempted from the electronic medical billing process in accordance with this Section, it must establish connectivity to any clearinghouse that requests the exchange of data in accordance with Section 2908.40.
- i) A payer or clearinghouse that requests another payer or clearinghouse to receive, process or transmit a standard transaction may not charge fees or costs in excess

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of the fees or costs for normal telecommunications that the requesting entity incurs when it directly transmits or receives a standard transaction.

- j) A health care provider agent may charge reasonable fees related to data translation, data mapping and similar data functions when the health care provider is not capable of submitting a standard transaction. In addition, a health care provider agent may charge a reasonable fee related to:
  - 1) Transaction management of standard transactions, such as editing, validation, transaction tracking, management reports, portal services and connectivity; and
  - 2) Other value added services, such as electronic file transfers related to medical documentation.
- k) A payer or its agent may not reject a standard transaction on the basis that it contains data elements not needed or used by the payer or its agent.
- l) A health care provider that has not implemented a software system capable of sending standard transactions is required to use an Internet-based direct data entry system offered by a payer if the payer does not charge a transaction fee. A health care provider using an Internet-based direct data entry system offered by a payer or other entity must use the appropriate data content and data condition requirements of the standard transactions.

**Section 2908.70 Employer, Insurance Carrier, Managed Care Organization or Agents' Receipt of Medical Bills from Health Care Providers**

- a) Upon receipt of medical bills submitted in accordance with Sections 2908.30, 2908.40 and 2908.50, a payer shall evaluate each bill's conformance with the criteria for a complete medical bill set forth in Section 8.2(d) of the Act.
  - 1) A payer shall not return to the health care provider medical bills that are complete, unless the bill is a duplicate bill.
  - 2) Within 21 calendar days after receipt of an incomplete medical bill, a payer or its agent shall either:

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- A) Complete the bill by adding missing health care provider identification or demographic information already known to the payer; or
  - B) Return the bill to the sender, in accordance with this subsection (a).
- b) The received date of an electronic medical bill is the date all of the contents of a complete electronic bill are successfully received by the claims payer.
- c) The payer may contact the medical provider to obtain the information necessary to make the bill complete.
- 1) Any request by the payer or its agent for additional documentation to pay a medical bill shall:
    - A) be made by telephone or electronic transmission unless the information cannot be sent by those media, in which case the sender shall send the information by first class mail or personal delivery;
    - B) be specific to the bill or the bill's related episode of care;
    - C) describe with specificity the clinical and other information to be included in the response;
    - D) be relevant and necessary for the resolution of the bill;
    - E) be for information that is contained in or is in the process of being incorporated into the injured employee's medical or billing record maintained by the health care provider; and
    - F) indicate the specific reason for which the insurance carrier is requesting the information.
  - 2) If the payer or its agent obtains the missing information and completes the bill to the point it can be adjudicated for payment, the payer shall document the name and telephone number of the person who supplied the information.

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- 3) Health care providers and payers, or their agents, shall maintain, in a reproducible format, documentation of communications related to medical bill processing.
- d) A payer shall not return a medical bill except as provided in subsection (a). When returning an electronic medical bill, the payer shall clearly identify the reasons for returning the bill by utilizing the appropriate Reason and Rejection Code identified in the standards incorporated by reference in Section 2908.40.
- e) The proper return of an incomplete medical bill in accordance with this Section fulfills the obligation of the payer to provide to the health care provider or its agent information related to the incompleteness of the bill.
- f) Payers must timely reject bills or request additional information needed to reasonably determine the amount payable.
  - 1) For bills submitted electronically, the rejection of all or part of the bill must be sent to the submitter within two business days after receipt.
  - 2) If bills are submitted in a batch transmission, only the specific bills failing edits shall be rejected.
- g) If a payer has reason to challenge the coverage or amount of a specific line item on a bill, but has no reasonable basis for objections to the remainder of the bill, the uncontested portion must be paid timely, as defined in subsection (h).
- h) Payment of all uncontested portions of a complete medical bill shall be made within 30 business days after receipt of the original bill, or receipt of additional information requested by the payer allowed under the law. Amounts paid after this 30 calendar day review period shall accrue an interest penalty of one percent per month after the due date. The interest payment must be made at the same time as the medical bill payment.
- i) A payer shall not return a medical bill except as provided in Section 2908.60(d)(5)(A). When returning a medical bill, the payer shall also communicate the reasons for returning the bill.

**Section 2908.80 Communication Between Health Care Providers and Payers**

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- a) Any communication between the health care provider and the payer related to medical bill processing shall be of sufficient specific detail to allow the person asked to respond to easily identify the information required to resolve the issue or question related to the medical bill. Generic statements that simply state a conclusion, including, but not limited to, "payer improperly reduced the bill" or "health care provider did not document" or other similar phrases with no further description of the factual basis for the sender's position, do not satisfy the requirements of this Section.
- b) Utilization of the ASC X12 Reason Codes specified in Section 2908.60(e)(3) or, for pharmacy charges, the NCPDP Reject Code specified in Section 2908.40(e)(3), by the payer when communicating with the health care provider or its agent or assignee provides a standard mechanism to communicate issues associated with the medical bill.
- c) Communication between the health care provider and payer related to medical bill processing shall be made by telephone or electronic transmission unless the information cannot be sent by those media, in which case the sender shall send the information by first class mail or personal delivery.

**Section 2908.90 Medical Documentation Necessary for Billing Adjudication**

- a) Medical documentation includes all medical reports and records permitted or required in accordance with the Act.
- b) Any request by the payer for additional documentation to process a medical bill shall conform to the requirements of Section 2908.60(e)(6).
- c) It is the obligation of an insurer or employer to furnish its agents with any documentation necessary for the resolution of a medical bill.
- d) Health care providers, health care facilities, third-party biller/assignees, and claims administrators and their agents must comply with all applicable federal and State rules related to privacy, confidentiality and security.

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## NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of the Part: Programs for the Preparation of Principals in Illinois
- 2) Code Citation: 23 Ill. Adm. Code 30
- 3)

<u>Section Numbers</u> :	<u>Proposed Action</u> :
30.10	Amendment
30.20	Amendment
30.30	Amendment
30.40	Amendment
30.45	Amendment
30.50	Amendment
30.60	Amendment
30.70	Amendment
30.80	Amendment
- 4) Statutory Authority: 105 ILCS 5/21B-60
- 5) A Complete Description of the Subjects and Issues Involved: These proposed amendments address statutory changes made by PA 97-607, effective August 6, 2011. PA 97-607 repealed (or will repeal next year) much of Article 21 of the School Code, which addresses educator certification. The law establishes the Illinois licensure system, beginning July 1, 2013; requirements for that system are set forth in new Article 21B. Many of the changes are technical in nature, including updating statutory citations, revising the name of the licensure board, and modifying requirements in the principal preparation program to conform to the new law.

Section 30.40(d) will be amended to state that program candidates must pass the assessment required under Section 24A-3 of the School Code (105 ILCS 5/24A-3) before commencing the internship. In addition, language will be added to clarify that candidates must pass the applicable content-area test before beginning the last semester of the internship.

Section 30.60(f) will be amended to clarify that full-time faculty members and faculty supervisors must complete the training and pass the assessment required under Section 24A-3 of the School Code required for the evaluation of licensed personnel.

Section 30.80(c)(6) will be amended to allow an alternate to be appointed for the individual representing the Illinois business community on the Principal Preparation Review Panel if the designee is unable to attend all meetings.

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- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None
- 7) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 8) Does this rulemaking contain an automatic repeal date? No
- 9) Does this rulemaking contain incorporations by reference? Yes; see Sections 30.30(b)(3) and (c) and Section 30.45(a)(2).
- 10) Are there any other proposed rulemakings pending on this Part? No
- 11) Statement of Statewide Policy Objective: This rulemaking will not create or enlarge a State mandate.
- 12) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking: Written comments may be submitted within 45 days after the publication of this Notice to:

Shelley Helton  
Agency Rules Coordinator  
Illinois State Board of Education  
100 North First Street (S-493)  
Springfield, Illinois 62777

217/782-5270

Comments may also be submitted via e-mail, addressed to:

rules@isbe.net

- 13) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not-for-profit corporations affected: Certain not-for-profit entities may apply for approval to offer principal preparation programs (see Section 30.10 of adopted rules).
- B) Reporting, bookkeeping or other procedures required for compliance: None

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- C) Types of professional skills necessary for compliance: None
- 14) Regulatory Agenda on which this rulemaking was summarized: July 2012

The full text of the Proposed Amendments begins on the next page:

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## NOTICE OF PROPOSED AMENDMENTS

## TITLE 23: EDUCATION AND CULTURAL RESOURCES

## SUBTITLE A: EDUCATION

## CHAPTER I: STATE BOARD OF EDUCATION

## SUBCHAPTER b: PERSONNEL

## PART 30

## PROGRAMS FOR THE PREPARATION OF PRINCIPALS IN ILLINOIS

## Section

30.10	Definitions
30.20	Purpose and Applicability
30.30	General Program Requirements
30.40	Internship Requirements
30.45	Assessment of the Internship
30.50	Coursework Requirements
30.60	Staffing Requirements
30.70	Candidate Selection
30.80	Program Approval and Review
30.APPENDIX A	Internship Assessment Rubric

AUTHORITY: Implementing and authorized by Section 21B-60 of the School Code [105 ILCS 5/21B-60].

SOURCE: Old Part repealed at 29 Ill. Reg. 18439, effective October 31, 2005; new Part adopted at 35 Ill. Reg. 9060, effective June 1, 2011; amended at 36 Ill. Reg. 6819, effective April 23, 2012; amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

**Section 30.10 Definitions**

As used in this Part:

"Adjunct faculty" means part-time faculty who are not full-time employees of the institution.

"Dispositions" means professional attitudes, values and beliefs demonstrated through both verbal and nonverbal behaviors as educators interact with students, families, colleagues and communities.

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"Educational unit" means the college, school, department, or division of an institution or not-for-profit entity that is primarily responsible for the initial and continuing preparation of teachers and other education professionals.

"Faculty" means either professional education staff employed at an institution or staff members employed by not-for-profit entities in principal preparation programs who provide instruction to candidates.

"Faculty Supervisor" means a faculty member employed on a full-time or part-time basis in a principal preparation program who supervises candidates during the internship period.

"Internship" means a candidate's placement in public or nonpublic schools for a sustained, continuous, structured and supervised experience lasting no more than 24 months, during which the candidate engages in experiences and leadership opportunities to demonstrate proficiencies in required competencies expected of a principal. (Also see Section 30.40(g) of this Part.)

"Institution" means a regionally accredited institution of higher learning as specified in Section ~~21B-10521-21~~ of the School Code [105 ILCS 5/~~21B-10521-21~~]. (Also see 23 Ill. Adm. Code 25.10 (Accredited Institution).)

"Mentor" means the principal of the public or nonpublic school in which a candidate is placed who works directly with the candidate on the day-to-day activities associated with the principal's role as the school leader.

"Nonpublic school" means a school recognized in accordance with 23 Ill. Adm. Code 425 (Voluntary Registration and Recognition of Nonpublic Schools) and meeting the staffing requirements set forth in 23 Ill. Adm. Code 25.65(b) (Alternative Certification).

"Not-for-profit entity" means an entity that is subject to the General Not For Profit Corporation Act of 1986 [805 ILCS 105] or incorporated as a not-for-profit entity in another state but registered to do business in the State of Illinois pursuant to the Business Corporation Act of 1983 [805 ILCS 5] and that is recognized to provide an educator preparation program in the State of Illinois pursuant to 23 Ill. Adm. Code 25.Subpart C (Approving Programs that Prepare Professional Educators in the State of Illinois).

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"Partner" means one or more institutions, not-for-profit entities, school districts or nonpublic schools that jointly design, implement and administer the principal preparation program. For the purposes of this Part, "partners" do not include school districts and their schools or nonpublic schools that serve only as sites for candidates to complete internship requirements or field experiences.

"Program completers" means persons who have met all the requirements of a State-approved principal preparation program established pursuant to Section ~~21B-6021-7.6~~ of the School Code [105 ILCS 5/~~21B-6021-7.6~~] and this Part and who have fulfilled the requirements for receipt of a principal endorsement set forth in Section ~~21B-2521-7.1~~ of the School Code [105 ILCS 5/~~21-B2521-7.1~~] and 23 Ill. Adm. Code 25.337 (Principal Endorsement).

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 30.20 Purpose and Applicability**

- a) This Part sets forth the requirements for the approval of programs to prepare individuals *to be highly effective in leadership roles to improve teaching and learning and increase academic achievement and the development of all students* [105 ILCS 5/~~21B-6021-7.6~~].
- b) Requirements of this Part are in addition to the requirements for the approval of new educator preparation programs set forth in 23 Ill. Adm. Code 25.Subpart C. *Any program offered in whole or in part by a not-for-profit entity also must be approved by the Board of Higher Education* [105 ILCS 5/~~21B-6021-7.1~~].
- c) *Candidates successfully completing a principal preparation program shall obtain a principal endorsement on a Professional Educator Licensean administrative certificate and are eligible to work as a principal, or an assistant principal or in related or similar positions, assistant or associate superintendent, and junior college dean* (Section ~~21B-6021-7.1~~ of the School Code; also see 23 Ill. Adm. Code 25.337).
- d) No later than September 1, 2014, all programs for the preparation of principals shall meet the requirements set forth in this Part.

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- e) Beginning September 1, 2012, institutions or not-for-profit entities may admit new candidates only to principal preparation programs that have been approved under this Part.

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 30.30 General Program Requirements**

- a) The program shall be jointly established by one or more institutions or not-for-profit entities and one or more public school districts or nonpublic schools.
- b) The responsibility and roles of each partner in the design, implementation and administration of the program shall be set forth in a written agreement signed by each partner. The written agreement shall address at least the following:
- 1) the process and responsibilities of each partner for the selection and assessment of candidates;
  - 2) the establishment of the internship and any field experiences, and the specific roles of each partner in providing those experiences, as applicable;
  - 3) the development and implementation of a training program for mentors and faculty supervisors that supports candidates' progress during their internships in observing, participating, and demonstrating leadership to meet the 13 critical success factors and 36 associated competencies outlined in "The Principal Internship: How Can We Get It Right?" [published by the Southern Regional Education Board, 592 10<sup>th</sup> St. NW, Atlanta, Georgia 30318 and posted at ~~\(Southern Regional Education Board, 2005;~~ \[http://publications.sreb.org/2005/05V02\\\_Principal\\\_Internship.pdf\]\(http://publications.sreb.org/2005/05V02\_Principal\_Internship.pdf\)\)](#). No later amendments to or edition of this document are incorporated by this Part;
  - 4) names and locations of non-partnering school districts and nonpublic schools where the internship and any field experiences may occur; and
  - 5) the process to evaluate the program, including the partnership, and the role of each partner in making improvements based on the results of the evaluation.

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- c) Each program shall meet the Educational Leadership Policy Standards: Interstate School Leaders Licensure Consortium (ISLLC) 2008, adopted by the National Policy Board for Educational Administration, [1615 Duke Street, Alexandria, Virginia 22314](http://www.npbea.org/) and posted at [http://npbea.org/wp-content/uploads/2012/06/Educational\\_Leadership\\_Policy\\_Standards\\_2008.pdf](http://npbea.org/wp-content/uploads/2012/06/Educational_Leadership_Policy_Standards_2008.pdf)~~http://www.npbea.org/projects.php~~. No later amendments to or editions of these standards are incorporated by this Part.
- d) Each program shall offer curricula that address student learning and school improvement and focus on:
- 1) all grade levels (i.e., preschool through grade 12);
  - 2) the role of instruction (with an emphasis on literacy and numeracy), curriculum, assessment and needs of the school or district in improving learning;
  - 3) the Illinois Professional Teaching Standards (23 Ill. Adm. Code 24 (Standards for All Illinois Teachers));
  - 4) all students, with specific attention on students with special needs (e.g., students with disabilities, English language learners, gifted students, students in early childhood programs); and
  - 5) collaborative relationships with all members of the school community (e.g., parents, school board members, local school councils or other governing councils, community partners).

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 30.40 Internship Requirements**

- a) The internship portion of the program shall be conducted at one or more public or nonpublic schools so as to enable the candidate to be exposed to and to participate in a variety of school leadership situations in settings that represent diverse economic and cultural conditions and involve interaction with various members of the school community (e.g., parents, school board members, local school councils or other governing councils, community partners).

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- 1) The internship shall consist of the following components:
    - A) Engagement in instructional activities that involve teachers at all grade levels (i.e., preschool through grade 12), including teachers in general education, special education, bilingual education and gifted education settings;
    - B) Observation of the hiring, supervision and evaluation of teachers, other ~~licensed~~~~certified~~ staff, and ~~nonlicensed~~~~nonecertified~~ staff, and development of a professional development plan for teachers; and
    - C) Participating in leadership opportunities to demonstrate that the candidate meets the required competencies described in Section 30.45 of this Part.
  - 2) The internship shall not include activities that are not directly related to the provision of instruction at the school (e.g., supervision of students during lunch or recess periods, completion of program coursework).
  - 3) The internship shall require the candidate to work directly with the mentor observing, participating in, and taking the lead in specific tasks related to meeting the critical success factors and essential competencies referenced in Section 30.30(b)(3) of this Part.
- b) A public or nonpublic school may serve as an internship site if:
- 1) the principal of the school:
    - A) holds a valid and current ~~license~~~~administrative certificate~~ professional educator endorsed for general administrative or principal issued pursuant either to 23 Ill. Adm. Code 25.335 or 25.337; or
    - B) if the internship site is located in another state, holds a valid and current ~~license~~~~administrative certificate~~ that is comparable to the required Illinois professional educator license endorsed for general administrative or principal~~administrative certificate~~ issued by the state in which the internship site is located; or

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- C) in the case of a nonpublic school, either holds a valid and exempt Illinois ~~professional educator license~~~~administrative certificate~~ that is registered and endorsed for general administrative or principal or meets the requirements of subsection (b)(1)(B) of this Section.
- 2) In all cases, the principal shall have three years of successful experience as a building principal as evidenced by relevant data, including data supporting student growth in two of the principal's previous five years, and formal evaluations or letters of recommendation from former supervisors.
- c) Each program shall assign a faculty member to serve as faculty supervisor for the internship portion of the program, provided that the individual assigned meets the requirements of subsection (b) of this Section. Faculty supervisors shall:
- 1) conduct at least four face-to-face meetings with the mentor at the internship site of each candidate;
  - 2) observe, evaluate and provide feedback at least four times a year to each candidate about the candidate's performance;
  - 3) host three seminars each year for candidates to discuss issues related to student learning and school improvement arising from the internship; and
  - 4) work in collaboration with site mentors to complete the assessment of the candidate's performance during the internship as required pursuant to Section 30.45 of this Part.
- d) Programs shall ensure that each candidate:
- 1) successfully completes the training ~~and passes the assessment~~ required under Section 24A-3 of the School Code [105 ILCS 5/24A-3] before beginning his or her internship; and
  - 2) passes the applicable content-area test (see 23- Ill. Adm. Code 25.710 (Definitions)) ~~prior to beginning the last semester of his or her internship~~~~before completion of the internship~~.

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- e) Programs may charge fees of candidates, in addition to tuition, to be used to reimburse schools for the costs of employing substitute teachers for candidates who are full-time teachers and must be absent from their classrooms in order to complete internship activities.
- f) Programs may provide monetary stipends for candidates while they are participating in their internship.
- g) A program may extend the length of an internship beyond 24 months for any candidate who has to discontinue the internship portion of the program due to unforeseen circumstances, such as a medical or family emergency, provided that the program adopts procedures for requesting the exemption, the specific reasons under which the exemption would be granted, and the length of time within which a candidate must resume the internship. A copy of the policy shall be provided to each candidate who enrolls in the program.

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 30.45 Assessment of the Internship**

- a) The principal preparation program shall rate each candidate's level of knowledge and abilities gained and dispositions demonstrated as a result of the candidate's participation in the internship required under Section 30.40 of this Part. The candidate shall demonstrate competencies listed in subsections (a)(1) through (4) of this Section by the completion during the course of the internship of the tasks specified.
  - 1) The candidate conveys an understanding of how the school's mission and vision affect the work of the staff in enhancing student achievement. He or she understands and is able to perform activities related to data analysis and can use the results of that analysis to formulate a plan for improving teaching and learning. As evidence of meeting this competency, the candidate shall:
    - A) review school-level data, including, but not limited to, State assessment results or, for nonpublic schools, other standardized assessment results; use of interventions; and identification of improvement based on those results;

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- B) participate in a school improvement planning (SIP) process, including a presentation to the school community explaining the SIP and its relationship to the school's goals; and
  - C) present a plan for communicating the results of the SIP process and implementing the school improvement plan.
- 2) The candidate demonstrates a comprehensive understanding of the process used for hiring staff who will meet the learning needs of the students. The candidate presents knowledge and skills associated with clinical supervision and teacher evaluation, including strong communication, interpersonal and ethics skills. The candidate can apply [the Learning Forward's Standards for Professional Learning \(2011\) promulgated by Learning Forward, 504 South Locust Street, Oxford, Ohio 45056 and posted at \[www.learningforward.org/standards/index.cfm\]\(http://www.learningforward.org/standards/index.cfm\)](#). No later amendments to or editions of these standards are incorporated by this Section. As evidence of meeting this competency, the candidate shall:
- A) create a job description, including development of interview questions and an assessment rubric, participate in interviews of candidates, make recommendations for hiring (i.e., rationale for action and supporting data), and prepare letters for candidates not selected;
  - B) participate in a model evaluation of a teacher, to include at least notes, observations, student achievement data, and examples of interventions and support, as applicable, based on the evaluation results, with the understanding that no candidate will participate in the official evaluation process for any particular teacher; and
  - C) create a professional development plan for the school to include the data used to develop the plan, the rationale for the activities chosen, options for participants, reasons why the plan will lead to higher student achievement, and a method for evaluating the effect of the professional development on staff.
- 3) The candidate demonstrates the ability to understand and manage personnel, resources and systems on a schoolwide basis to ensure adequacy and equity, including contributions of the learning environment

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to a culture of collaboration, trust, learning and high expectations; the impact of the budget and other resources on special-needs students, as well as the school as a whole; and management of various systems (e.g., curriculum, assessment, technology, discipline, attendance, transportation) in furthering the school's mission. As evidence of meeting this competency, the candidate shall:

- A) investigate two areas of the school's learning environment (i.e., professional learning community, school improvement process, professional development, teacher leadership, school leadership teams, cultural proficiency, curriculum, and school climate), to include showing connections among areas of the learning environment, identification of factors contributing to the environment's strengths and weaknesses, and recommendations for improvement of areas determined to be ineffective;
  - B) analyze the school's budget, to include a discussion of how resources are used and evaluated for adequacy and effectiveness; recommendations for improvement; and the impact of budget choices, particularly on low-income students, students with disabilities, and English language learners; and
  - C) review the mission statement for the school, to include an analysis of the relationship among systems that fulfill the school's mission, a description of two of these systems (i.e., curriculum, instruction, assessment, discipline, attendance, maintenance, and transportation) and creation of a rating tool for the systems, and recommendations for system improvement to be discussed with the school's principal.
- 4) The candidate demonstrates a thorough understanding of the requirements for, and development of, individualized education programs pursuant to 23 Ill. Adm. Code 226.Subpart C (The Individualized Education Program (IEP)), individual family service plans (IFSP) pursuant to 23 Ill. Adm. Code 226 and 34 CFR 300.24 (2006), and plans under Section 504 of the Rehabilitation Act of 1973 (29 USC 794), including the ability to disaggregate student data, as well as employ other methods for assisting teachers in addressing the curricular needs of students with disabilities. The candidate can work with school personnel to identify English

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language learners (ELLs) and administer the appropriate program and services, as specified under Article 14C of the School Code [105 ILCS 5/Art. 14C] and 23 Ill. Adm. Code 228 (Transitional Bilingual Education) to address the curricular and academic needs of English language learners. As evidence of meeting this competency, the candidate shall:

- A) use student data to work collaboratively with teachers to modify curriculum and instructional strategies to meet the needs of each student, including ELLs and students with disabilities, and to incorporate the data into the School Improvement Plan;
- B) evaluate a school to ensure the use of a wide range of printed, visual, or auditory materials and online resources appropriate to the content areas and the reading needs and levels of each student (including ELLs, students with disabilities, and struggling and advanced readers);
- C) in conjunction with special education and bilingual education teachers, identify and select assessment strategies and devices that are nondiscriminatory to be used by the school, and take into consideration the impact of disabilities, methods of communication, cultural background, and primary language on measuring knowledge and performance of students leading to school improvement;
- D) work with teachers to develop a plan that focuses on the needs of the school to support services required to meet individualized instruction for students with special needs (i.e., students with IEPs, IFSPs, or Section 504 plans, ELLs, and students identified as gifted);
- E) proactively serve all students and their families with equity and honor and advocate on their behalf, ensuring an opportunity to learn and the well-being of each child in the classroom;
- F) analyze and use student information to design instruction that meets the diverse needs of students and leads to ongoing growth and development of all students; and

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- G) recognize the individual needs of students and work with special education and bilingual education teachers to develop school support systems so that teachers can differentiate strategies, materials, pace, levels of complexity, and language to introduce concepts and principles so that they are meaningful to students at varying levels of development and to students with diverse learning needs.
- 5) A principal preparation program shall rate a candidate's demonstration of having achieved the competencies listed in this subsection (a)(1) through (3) as "meets the standards" or "does not meet the standards" in accordance with Section 30.Appendix A of this Part.
- A) A candidate must achieve a "meets the standards" on each competency in order to successfully complete the internship.
  - B) A candidate who fails to achieve a "meets the standards" on any of the three areas of competency may repeat the tasks associated with the failed competency at the discretion of the principal preparation program.
- b) Each candidate shall participate in, and demonstrate mastery of, the 36 activities listed in Appendix 3 of the document referenced in Section 30.30(b)(3) of this Part. The principal preparation program shall implement a process to assess both the candidate's understanding of school practices that foster student achievement and his or her ability to provide effective leadership. The assessment process and any rubrics to be used shall be submitted as part of the program's application for approval under Section 30.80 of this Part.
- 1) Programs shall ensure that each candidate demonstrates the participation level in 100 percent of the activities associated with the critical success factors described and defined in Section 30.30(b)(3) of this Part.
  - 2) The assessment shall at least determine at what point a candidate demonstrates leadership in conducting the activities. Each candidate must demonstrate leadership in at least 80 percent of the activities associated with the critical success factors described and defined in Section 30.30(b)(3) of this Part in order to successfully complete the internship.

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(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 30.50 Coursework Requirements**

- a) The coursework required by the preparation program of its candidates must cover each of the following areas:
- 1) State and federal laws, regulations and case law affecting Illinois public schools;
  - 2) State and federal laws, regulations and case law regarding programs for students with disabilities and English language learners;
  - 3) use of technology for effective teaching and learning and administrative needs;
  - 4) use of a process that determines how a child responds to scientific, research-based interventions that are designed to screen students who may be at risk of academic failure; monitor the effectiveness of instruction proposed for students identified as at risk; and modify instruction as needed to meet the needs of each student;
  - 5) understanding literacy skills required for student learning that are developmentally appropriate (early literacy through adolescent literacy), including assessment for literacy, developing strategies to address reading problems, understanding reading in the content areas, and scientific literacy;
  - 6) understanding numeracy skills and working collaboratively across content areas to improve problem-solving and number sense at all grade levels;
  - 7) identification of bullying; understanding the different types of bullying behavior and its harm to individual students and the school; and the importance of teaching, promoting and rewarding a peaceful and productive school climate; and
  - 8) the process to be used to evaluate ~~licensed~~~~certified~~ staff in accordance with the provisions of Section 24A-3 of the School Code [105 ILCS 5/24A-3].

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- b) A portion of the required coursework shall include "field experiences", i.e., multiple experiences that are embedded in a school setting and relate directly to the core subject matter of the course. The principal preparation program shall determine the courses for which completion of field experiences will be required and the time allotted to field experiences across all courses in the curriculum.
- c) In addition to meeting the requirements in subsections (a) and (b) of this Section, programs providing 50 percent or more of coursework via distance learning or video-conferencing technology shall be approved only if they meet the following conditions.
- 1) Candidates must be observed by a full-time tenure track faculty member who provides instruction in the principal preparation program. The observations, which must take place in person, shall be for a minimum of two full days each semester, and for a minimum of 20 days throughout the length of the program. The observations must include time spent interacting and working with the candidate in a variety of settings (i.e., observing the candidate's teaching, attending meetings with the candidate, observing the candidate during the internship portion of the program).
  - 2) Each candidate shall be required to spend a minimum of one day per semester, exclusive of internship periods, at the program's Illinois facility in order to meet with the program's full-time faculty, to present and reflect on projects and research for coursework recently completed, and to discuss the candidate's progress in the program.
  - 3) Each candidate shall be required to attend in person the meetings outlined in Section 30.40(c) of this Part.

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 30.60 Staffing Requirements**

- a) At a minimum, each program shall allocate two faculty members on a full-time basis to the program if 100 candidates or fewer are enrolled on a part-time or a full-time basis, and one additional faculty member shall be allocated on a full-time basis for each increment of 50 or fewer candidates enrolled on a part-time or a full-time basis.

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- 1) For the purposes of this subsection (a), "enrolled" means enrollment in one or more courses required for completion of the program.
  - 2) A faculty member may include time spent teaching in other educational leadership programs (e.g., superintendent, chief school business official) offered by the institution when determining "full-time basis".
- b) No candidate shall receive more than one-third of his or her coursework from the same instructor.
  - c) No more than 80 percent of the coursework in a program shall be taught by adjunct faculty. For each adjunct faculty member employed, the program shall maintain evidence that the individual has demonstrated expertise in the area of his or her assignment.
  - d) A faculty supervisor shall have no more than 36 candidates assigned to him or her during any one 12-month period of an internship. However, when a university requires faculty to supervise at least 48 candidates in order to have a full course load, these faculty shall have no more than 48 candidates assigned to them.
  - e) No mentor shall have more than two candidates assigned to him or her at any period during the internship, except that the State Educator Preparation and Licensure Board (SEPLB)~~State Teacher Certification Board (STCB)~~ may make an exception for a third candidate if the SEPLB~~STCB~~ finds the explanation and accompanying documentation submitted by the program supports granting of the exception (i.e., there is only one qualified mentor available in sparsely populated areas of the State). Approval under this subsection (e) is granted for the duration of the mentor's participation in the program and need not be renewed.
  - f) Each full-time faculty member in the program and each faculty supervisor shall successfully complete~~participate in~~ the training and pass the assessment required for evaluation of licensed~~certified~~ personnel under Section 24A-3 of the School Code.

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 30.70 Candidate Selection**

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Candidates admitted to a program for principal preparation shall be selected through an in-person interview process. Each candidate must meet the following minimum requirements.

- a) A valid and current Illinois professional educator license endorsed in a teaching field certificate (i.e., early childhood, elementary, secondary, special K-12, or special preschool-age 21 certificate).
- b) Passage of the test of basic skills if the candidate had not been required to take the test for receipt of his or her Illinois professional educator license or previously issued teaching certificate (see 23 Ill. Adm. Code 25.720(b)).
- c) Submission of a portfolio that presents evidence of a candidate's achievements during his or her teaching experience in each of the following categories:
  - 1) Support of all students in the classroom to achieve high standards of learning;
  - 2) Accomplished classroom instruction, which shall include data providing evidence of two years of student growth and learning within the last five years;
  - 3) Significant leadership roles in the school (e.g., curriculum development, discipline, team teaching assignment, mentoring);
  - 4) Strong oral and written communication skills;
  - 5) Analytic abilities needed to collect and analyze data for student improvement;
  - 6) Demonstrated respect for family and community;
  - 7) Strong interpersonal skills; and
  - 8) Knowledge of curriculum and instructional practices.
- d) For purposes of subsection (c) of this Section, "evidence" includes, but is not limited to:

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- 1) Evaluations of the candidate's teaching abilities from supervisors that attest to students' academic growth;
  - 2) Evidence of leadership roles held and descriptions of the impact the candidate has had on the classroom, school or district, or the constituents served;
  - 3) An analysis of classroom data (student scores) that describes how the data were used to inform instructional planning and implementation, including an explanation of what standards were addressed, the instructional outcomes, and steps taken when expected outcomes did not occur;
  - 4) Information on the candidate's work with families and/or community groups and a description of how this work affected instruction or class activities;
  - 5) Examples of the candidate's analytical abilities as evidenced by a description of how he or she used the results from student assessments to improve student learning; and
  - 6) Evidence of curriculum development, student assessments, or other initiatives that resulted from the candidate's involvement on school committees.
- e) Each applicant shall interview with no fewer than two of the program's full-time faculty members and shall, at a minimum, discuss the contents of his or her portfolio and complete on site a written response to a scenario presented by the interviewers.

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 30.80 Program Approval and Review**

- a) A program seeking approval shall follow the procedures set forth in 23 Ill. Adm. Code 25.145 (Approval of New Programs within Recognized Institutions).
- b) In addition to meeting the requirements of 23 Ill. Adm. Code 25.145, the program proposal required to be submitted as part of the request for approval shall specify

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how the program will meet the requirements set forth in this Part, as well as address each of the following:

- 1) The guidance to be developed to ensure that faculty supervisors effectively assist candidates to optimize their experiences during the internship;
- 2) The roles and responsibilities of candidates and faculty supervisors;
- 3) Employment criteria used in selecting and evaluating adjunct faculty;
- 4) The process the institution or not-for-profit entity will use to communicate with the faculty supervisor and candidate;
- 5) Any additional requirements for admission to the program that the institution or not-for-profit entity will impose;
- 6) A description of the rubric the program will use to assess and evaluate the quality of a candidate's portfolio required under Section 30.70;
- 7) The competencies, to include those specified in Section 30.45(a) of this Part, expected of candidates who complete the program and how those expectations will be communicated to the candidate upon his or her admittance to the program;
- 8) The activities to meet the expectations embedded in the critical success factors specified in Section 30.45(b) of this Part that will be required of candidates for completion of the program and how these activities and expectations will be communicated to the candidate upon his or her admittance to the program;
- 9) A copy of the partnership agreement or agreements and a description of the partners' involvement in the development of the program, a description of the roles each partner will have, and information on how the partnership will continue to operate and how it will be evaluated;
- 10) A copy of any agreements with school districts or nonpublic schools (other than those participating in the partnership) that will serve as sites for the internship or field experiences;

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- 11) A description of each course proposed and the internship, to include:
    - A) a course syllabus;
    - B) how progress will be measured and successful completion will be determined;
    - C) a data table that demonstrates each course's, and the internship's, alignment to the ISLLC 2008 standards (see Section 30.30(c) of this Part); and
    - D) for individual courses, a detailed description of any field experiences required for course completion;
  - 12) Copies of assessments and rubrics to be used in the program, including but not limited to samples of scenarios to which a candidate must provide a written response and interview questions for selection in the program and any additional assessments to be used for the internship beyond what is required under Section 30.45 of this Part;
  - 13) A description of the coursework for candidates and training to be provided for faculty members relative to the evaluation of ~~licensed~~~~certified~~ staff under Article 24A of the School Code [105 ILCS 5/Art. 24A];
  - 14) A letter signed by the chief administrator of the institution and/or the not-for-profit entity, stating its commitment to hiring additional full-time faculty if enrollment in the program increases; and
  - 15) A complete description of how data on the program will be collected, analyzed, and used for program improvement, and how these data will be shared with the educational unit or not-for-profit entity and the partnering school district or nonpublic school.
- c) A request for program approval shall be submitted to the State Superintendent for consideration (see 23 Ill. Adm. Code 25.145(b)). The State Superintendent shall provide a complete request to the Principal Preparation Review Panel for its review and recommendation as to whether the program should be approved. The panel, to be appointed by the State Superintendent, shall consist of:

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- 1) two individuals holding current and valid Illinois professional educator licenses endorsed in a teaching field~~teaching certificates~~ and currently employed in Illinois public schools;
  - 2) four individuals holding current and valid professional educator licenses~~administrative certificates~~ endorsed for principal or "general administrative"~~pursuant to 23 Ill. Adm. Code 25.335 or "principal" pursuant to 23 Ill. Adm. Code 25.337~~, and currently employed as principals in Illinois public schools;
  - 3) two individuals holding current and valid professional educator licenses~~administrative certificates~~ endorsed for "superintendent" pursuant to 23 Ill. Code 25.360 and currently employed as superintendents in Illinois public schools;
  - 4) two individuals from institutions of higher education in Illinois that have a recognized educational unit approved for the provision of educator preparation programs pursuant to 23 Ill. Adm. Code 25.Subpart C, one of whom shall be from a public institution and one of whom shall be from a nonpublic institution;
  - 5) one licensed~~certified~~ staff member currently employed in a school district in any city in Illinois having a population exceeding 500,000; and
  - 6) one individual representing the Illinois business community. If the individual appointed is unable to attend all meetings, he or she may request that an alternate be appointed to attend in his or her absence.
- d) The Principal Preparation Review Panel shall acknowledge receipt of the request for approval within 30 days after receipt. Based upon its review, the Panel may:
- 1) issue a recommendation to the SEPLB~~State Teacher Certification Board (STCB)~~ that the principal preparation program be approved; a copy of that recommendation and notification of the SEPLB's~~STCB's~~ meeting to consider the Panel's recommendation shall be provided to the applicant; or
  - 2) issue a recommendation to the SEPLB~~STCB~~ that the principal preparation program be denied, including the reasons for the recommended denial; a copy of that recommendation and notification of the SEPLB's~~STCB's~~

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meeting to consider the Panel's recommendation shall be provided to the applicant.

- e) An institution or not-for-profit entity may withdraw its request for approval by notifying the State Superintendent of Education of its intent to withdraw no later than 15 days after it receives notification of the Principal Preparation Review Panel's recommendation.
- f) Actions following upon the recommendation of the ~~SEPLBSTCB~~ shall be as described in 23 Ill. Adm. Code 25.160 (Notification of Recommendations; Decisions by State Board of Education).
- g) An approved principal preparation program shall be subject to the review process set forth in 23 Ill. Adm. Code 25.Subpart C.

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

## TEACHERS' RETIREMENT SYSTEM OF THE STATE OF ILLINOIS

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- 1) Heading of the Part: The Administration and Operation of the Teachers' Retirement System
- 2) Code Citation: 80 Ill. Adm. Code 1650
- 3) 

<u>Section Numbers:</u>	<u>Proposed Action:</u>
1650.1000	Amendment
1650.1010	Amendment
1650.1020	Amendment
1650.1030	Amendment
1650.1040	Amendment
1650.1050	Amendment
1650.1060	Amendment
1650.1080	Amendment
- 4) Statutory Authority: Implementing and authorized by Article 16 of the Illinois Pension Code [40 ILCS 5/Art. 16]
- 5) A Complete Description of the Subjects and Issues Involved: Proposed revisions will allow the System to offer electronic voting to members and annuitants in TRS trustee elections. Until now, voting has been conducted through manual paper balloting processes. Offering the option of electronic voting will reduce paper consumption, save printing and mailing expenses, and provide a convenience to the System's membership. Paper balloting will be maintained for any member who does not wish to vote electronically or has not provided TRS with a valid electronic mail address. Other revisions include providing access to nominating petitions on the TRS Website, eliminating redundancies with Pension Code 40 ILCS 5/16-165, changing mail method from priority to regular mail as a cost-saving measure, eliminating poll watcher requirement to represent at least 20% of the members/annuitants, simplifying procedures for public observation and challenges to the ballot-counting process, and editorial revisions to improve clarity.
- 6) Published studies or reports, and sources of underlying data, used to compose this rulemaking: None
- 7) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 8) Does this rulemaking contain an automatic repeal date? No

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- 9) Does this rulemaking contain incorporations by reference? No
- 10) Are there any other rulemakings pending on this Part? Yes
- | <u>Section Numbers:</u> | <u>Proposed Action:</u> | <u>Illinois Register Citation:</u> |
|-------------------------|-------------------------|------------------------------------|
| 1650.511                | Amendment               | 36 Ill. Reg. 12248; August 3, 2012 |
| 1650.3020               | Amendment               | 36 Ill. Reg. 12248; August 3, 2012 |
- 11) Statement of Statewide Policy Objectives: This rulemaking does not create or expand a State mandate under the State Mandates Act [30 ILCS 805].
- 12) Time, Place, and Manner in which interested persons may comment on this proposed rulemaking: Comments on the proposed amendment may be submitted in writing for a period of 45 days following publication of this Notice to:
- Cynthia M. Fain, Sr. Asst. General Counsel  
Teachers' Retirement System  
2815 West Washington,  
P. O. Box 19253  
Springfield, Illinois 62794-9253
- 217/753-0375
- 13) Initial Regulatory Flexibility Analysis: These rules will not affect small businesses.
- A) Types of small businesses, small municipalities and not for profit corporations affected: None
- B) Reporting, bookkeeping or other procedures required for compliance: None
- C) Types of professional skills necessary for compliance: None
- 14) Regulatory Agenda on which this rulemaking was summarized: The proposed revisions were not anticipated in time to include on the Regulatory Agenda.

The full text of the Proposed Amendments begin on the next page:

## TEACHERS' RETIREMENT SYSTEM OF THE STATE OF ILLINOIS

## NOTICE OF PROPOSED AMENDMENTS

## TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES

## SUBTITLE D: RETIREMENT SYSTEMS

## CHAPTER III: TEACHERS' RETIREMENT SYSTEM OF THE STATE OF ILLINOIS

## PART 1650

THE ADMINISTRATION AND OPERATION OF THE  
TEACHERS' RETIREMENT SYSTEM

## SUBPART A: REPORTS BY BOARD OF TRUSTEES

## Section

1650.10 Annual Financial Report (Repealed)

## SUBPART B: BASIC RECORDS AND ACCOUNTS

## Section

1650.110 Membership Records  
1650.120 Claims Records (Repealed)  
1650.130 Individual Accounts (Repealed)  
1650.140 Ledger and Accounts Books (Repealed)  
1650.150 Statistics (Repealed)  
1650.160 Confidentiality of Records  
1650.180 Filing and Payment Requirements  
1650.181 Early Retirement Incentive Payment Requirements (Repealed)  
1650.182 Waiver of Additional Amounts Due  
1650.183 Definition of Employer's Normal Cost

## SUBPART C: FILING OF CLAIMS

## Section

1650.201 Disability Benefits – Application Procedure; Effective Date  
1650.202 Disability Benefits – Definitions  
1650.203 Disability Retirement Annuity – Definitions  
1650.204 Gainful Employment – Consequences  
1650.205 Medical Examinations and Investigation of Disability Claims  
1650.206 Physician Certificates  
1650.207 Disability Due to Pregnancy  
1650.208 Disability Payments  
1650.209 Computation of Annual Salary When Member Has Different Semester Salary

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	Rates (Repealed)
1650.210	Claim Applications
1650.211	Disability Recipient Eligible to Receive an Age or Disability Retirement Annuity
1650.220	Reclassification of Disability Claim (Repealed)
1650.221	When Member Becomes Annuitant
1650.222	Death Out of Service
1650.230	Medical Examinations and Investigations of Claims (Repealed)
1650.240	Refunds; Canceled Service; Repayment
1650.250	Death Benefits
1650.260	Evidence of Age
1650.270	Reversionary Annuity – Evidence of Dependency
1650.271	Evidence of Parentage
1650.272	Eligible Child Dependent By Reason of a Physical or Mental Disability
1650.280	Evidence of Marriage
1650.290	Offsets

## SUBPART D: MEMBERSHIP AND SERVICE CREDITS

Section	
1650.301	Early Retirement Without Discount – Return to Teaching from a Break in Service
1650.310	Effective Date of Membership
1650.315	Verifying Service Credit
1650.320	Method of Calculating Service Credits
1650.325	Method of Calculating Service Credit for Recipients of a Disability Benefit or Occupational Disability Benefit
1650.330	Duplicate Service Credit
1650.335	Unreported Regular Service Credit and Earnings
1650.340	Service Credit for Leaves of Absence
1650.341	Service Credit for Involuntary Layoffs
1650.345	Service Credit for Periods Away From Teaching Due to Pregnancy
1650.346	Service Credit for Periods Away From Teaching Due to Adoption
1650.350	Service Credit for Unused Accumulated Sick Leave Upon Retirement
1650.351	Employer Contribution for Excess Sick Leave
1650.355	Purchase of Optional Service – Required Minimum Payment
1650.356	Payroll Deduction Program (Repealed)
1650.357	Employer Payment of Member's Optional Service and/or Upgrade Contribution Balance (Repealed)
1650.360	Settlement Agreements and Judgments
1650.370	Calculation of Average Salary (Renumbered)

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- 1650.380 Definition of Actuarial Equivalent (Repealed)
- 1650.390 Independent Contractors
- 1650.391 Optional 2.2 Upgrade of Earned and Credited Service
- 1650.392 2.2 Upgrade of Optional Service Not Credited at Initial Upgrade

## SUBPART E: CONTRIBUTION CREDITS AND PAYMENTS

## Section

- 1650.410 Return of Contributions for Duplicate or Excess Service
- 1650.415 Return of Optional Increase in Retirement Annuity Contributions
- 1650.416 Optional Increase in Retirement Annuity – 1% Contribution Reduction
- 1650.417 Mandatory Distributions Pursuant to Section 401(a)(9) of the Internal Revenue Code
- 1650.420 Interest on Deficiencies (Repealed)
- 1650.430 Installment Payments (Repealed)
- 1650.440 Small Deficiencies, Credits or Death Benefit Payments (Repealed)
- 1650.450 Compensation Recognized As "Salary"
- 1650.451 Reporting of Conditional Payments
- 1650.460 Calculation of Average Salary
- 1650.470 Rollover Distributions
- 1650.480 Rollovers to the System
- 1650.481 Employer Contribution Required for Salary Increases in Excess of 6%
- 1650.482 Contracts and Collective Bargaining Agreements – Loss of Exemption from Employer Contributions
- 1650.483 Employer Contributions for Salary Increases in Excess of 6% and Excess Sick Leave Exemption from Contributions
- 1650.484 Members Not Covered by Collective Bargaining Agreements or Employment Contracts
- 1650.485 Employer Contributions for Salary Increases in Excess of 6% – Receipt of Bill

## SUBPART F: ANNUITANTS AND BENEFICIARIES

## Section

- 1650.505 Beneficiary (Repealed)
- 1650.510 Re-entry Into Service (Repealed)
- 1650.511 Separation from Service
- 1650.512 Verification of Compliance with Post-Retirement Employment Limitations
- 1650.520 Suspension of Benefits
- 1650.530 Power of Attorney

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- 1650.540 Conservators/Guardians
- 1650.550 Presumption of Death
- 1650.560 Benefits Payable on Death
- 1650.561 Valid Beneficiary Designations
- 1650.570 Survivors' Benefits
- 1650.571 Payment of Monthly Survivor Benefits to a Trust
- 1650.575 Full-time Student – Receipt of Survivors Benefits Until Age 22
- 1650.580 Evidence of Eligibility
- 1650.590 Comptroller Offset
- 1650.595 Overpayments

SUBPART G: ATTORNEY GENERALS' OPINION

- Section
- 1650.605 Policy of the Board Concerning Attorney Generals' Opinion (Repealed)

SUBPART H: ADMINISTRATIVE REVIEW

- Section
- 1650.610 Staff Responsibility
- 1650.620 Right of Appeal
- 1650.630 Form of Written Request
- 1650.635 Presiding Hearing Officer – Duties and Responsibilities
- 1650.640 Prehearing Procedure
- 1650.641 Claims Hearing Committee Hearing Packet
- 1650.650 Hearing Procedure
- 1650.660 Rules of Evidence (Repealed)

SUBPART I: AMENDMENTS TO BYLAWS AND RULES

- Section
- 1650.710 Amendments

SUBPART J: RULES OF ORDER

- Section
- 1650.810 Parliamentary Procedure

SUBPART K: PUBLIC RECORD REQUESTS

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## Section

- 1650.910 Summary and Purpose (Repealed)
- 1650.920 Definitions (Repealed)
- 1650.930 Submission of Requests
- 1650.940 Form and Content of FOIA Requests (Repealed)
- 1650.950 Appeal of a Denial (Repealed)
- 1650.960 Executive Director's Response to Appeal (Repealed)
- 1650.970 Response to FOIA Requests (Repealed)
- 1650.980 Inspection of Records at System Office
- 1650.990 Copies of Public Records
- 1650.995 Materials Immediately Available

## SUBPART L: BOARD ELECTION PROCEDURES

## Section

- 1650.1000 Nomination of Candidates
- 1650.1001 Elections Date/Election Day – Defined
- 1650.1010 Petitions
- 1650.1020 Eligible Voters
- 1650.1030 Election Materials
- 1650.1040 Marking of Ballots
- 1650.1050 Return of Ballots
- 1650.1060 Observation of Ballot Counting
- 1650.1070 Certification of Ballot Counting
- 1650.1080 Challenges to Ballot Counting
- 1650.1090 Special Election to Fill Un-Expired Term of Elected Trustee

## SUBPART M: QUALIFIED ILLINOIS DOMESTIC RELATIONS ORDERS

## Section

- 1650.1110 Definitions
- 1650.1111 Requirements for a Valid Qualified Illinois Domestic Relations Order
- 1650.1112 Requirements for a Valid QILDRO Calculation Order
- 1650.1113 Required Forms
- 1650.1114 Filing a QILDRO or a Calculation Order with the System
- 1650.1115 Benefits Affected by a QILDRO
- 1650.1116 Effect of a Valid QILDRO
- 1650.1117 QILDROs Against Persons Who Became Members Prior to July 1, 1999

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1650.1118	Alternate Payee's Address
1650.1119	Electing Form of Payment
1650.1120	Automatic Annual Increases
1650.1121	Reciprocal Systems QILDRO Policy Statement (Repealed)
1650.1122	Providing Benefit Information for Divorce Purposes
1650.1123	Suspension and Expiration of a QILDRO
1650.1124	Income Tax Reporting
1650.1125	Lump-Sum Death Benefit Allocation to Alternate Payee

## SUBPART N: PAYROLL DEDUCTION PROGRAM

Section	
1650.1200	Payroll Deduction Program Guidelines
1650.1201	Employer Responsibility Under the Payroll Deduction Program
1650.1202	Payroll Deduction Agreements – Suspensions and Terminations
1650.1203	Payroll Deduction Program – Full Time Employment Defined
1650.1204	Payroll Deduction Program – Disability Defined
1650.1205	Employer Payment of Member's Optional Service, Refund and/or Upgrade Contribution Balance

## SUBPART O: RETIREMENT BENEFITS

Section	
1650.2900	Excess Benefit Arrangement

SUBPART P: COMPETITIVE SELECTION PROCEDURES  
FOR INVESTMENT SERVICES

Section	
1650.3000	Summary and Purpose
1650.3005	Definitions
1650.3010	Public Markets Manager Database
1650.3015	Emerging Investment Managers
1650.3020	Public Market Searches
1650.3025	Small and Mid Cap Equity Searches
1650.3030	Private Market and Commingled Fund Searches
1650.3032	Co-Investment Opportunities
1650.3035	Private Market Real Estate Separate Account Searches
1650.3040	Consultant Searches

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1650.3045 Evaluation by Investment Committee

## SUBPART Q: PLAN QUALIFICATION

1650.3100 Summary and Purpose  
1650.3105 Exclusive Benefit Rule  
1650.3110 USERRA (Uniformed Services Employment and Reemployment Rights Act (38 USC 4301-4335)) Compliance  
1650.3115 Required Minimum Distributions  
1650.3120 Federal Contribution and Benefit Limitations  
1650.3125 Mortality Tables and Interest Rates

**AUTHORITY:** Implementing and authorized by Articles 1 and 16 of the Illinois Pension Code [40 ILCS 5/Arts. 1 and 16]; Freedom of Information Act [5 ILCS 140]; Internal Revenue Code (26 USC 1 et seq.); Section 5-15 of the Illinois Administrative Procedure Act [5 ILCS 100/5-15].

**SOURCE:** Filed June 20, 1958; emergency rules adopted at 2 Ill. Reg. 49, p. 249, effective November 29, 1978, for a maximum of 150 days; adopted at 3 Ill. Reg. 9, p. 1, effective March 3, 1979; codified at 8 Ill. Reg. 16350; amended at 9 Ill. Reg. 20885, effective December 17, 1985; amended at 12 Ill. Reg. 16896, effective October 3, 1988; amended at 14 Ill. Reg. 18305, effective October 29, 1990; amended at 15 Ill. Reg. 16731, effective November 5, 1991; amended at 17 Ill. Reg. 1631, effective January 22, 1993; amended at 18 Ill. Reg. 6349, effective April 15, 1994; emergency amendment at 18 Ill. Reg. 8949, effective May 24, 1994, for a maximum of 150 days; emergency modified at 18 Ill. Reg. 12880; amended at 18 Ill. Reg. 15154, effective September 27, 1994; amended at 20 Ill. Reg. 3118, effective February 5, 1996; emergency amendment at 21 Ill. Reg. 483, effective January 1, 1997, for a maximum of 150 days; amended at 21 Ill. Reg. 2422, effective January 31, 1997; amended at 21 Ill. Reg. 4844, effective March 27, 1997; emergency amendment at 21 Ill. Reg. 17159, effective December 9, 1997, for a maximum of 150 days; amended at 22 Ill. Reg. 7243, effective April 9, 1998; emergency amendment at 22 Ill. Reg. 7314, effective April 9, 1998, for a maximum of 150 days; emergency amendment at 22 Ill. Reg. 9374, effective May 14, 1998, for a maximum of 150 days; emergency rule modified in response to JCAR Objection at 22 Ill. Reg. 11640; emergency amendment at 22 Ill. Reg. 13151, effective June 29, 1998, for a maximum of 150 days; amended at 22 Ill. Reg. 15620, effective August 17, 1998; amended at 22 Ill. Reg. 19079, effective October 1, 1998; amended at 22 Ill. Reg. 22090, effective December 1, 1998; amended at 23 Ill. Reg. 3079, effective February 23, 1999; amended at 24 Ill. Reg. 2440, effective January 27, 2000; amended at 24 Ill. Reg. 10300, effective June 26, 2000; amended at 25 Ill. Reg. 203, effective December 22, 2000; amended at 26 Ill. Reg. 2758, effective February 11, 2002; amended at 26 Ill. Reg. 11476, effective July 11, 2002; amended at 27 Ill. Reg. 1668, effective

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January 17, 2003; amended at 27 Ill. Reg. 9209, effective May 28, 2003; amended at 28 Ill. Reg. 10055, effective June 29, 2004; amended at 29 Ill. Reg. 1546, effective January 14, 2005; amended at 29 Ill. Reg. 13244, effective August 9, 2005; amended at 30 Ill. Reg. 194, effective December 23, 2005; amended at 30 Ill. Reg. 472, effective December 21, 2005; amended at 30 Ill. Reg. 11728, effective June 23, 2006; amended at 30 Ill. Reg. 17525, effective October 18, 2006; amended at 31 Ill. Reg. 10688, effective July 13, 2007; amended at 32 Ill. Reg. 4073, effective February 28, 2008; amended at 32 Ill. Reg. 7979, effective May 6, 2008; amended at 32 Ill. Reg. 13534, effective August 6, 2008; amended at 33 Ill. Reg. 4401, effective March 3, 2009; amended at 33 Ill. Reg. 15863, effective November 2, 2009; amended at 34 Ill. Reg. 4900, effective March 22, 2010; amended at 34 Ill. Reg. 7787, effective May 21, 2010; amended at 35 Ill. Reg. 2413, effective January 21, 2011; amended at 35 Ill. Reg. 2788, effective January 25, 2011; amended at 35 Ill. Reg. 3781, effective February 18, 2011; amended at 35 Ill. Reg. 19541, effective November 18, 2011; amended at 36 Ill. Reg. 7688, effective May 4, 2012; amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_.

## SUBPART L: BOARD ELECTION PROCEDURES

**Section 1650.1000 Nomination of Candidates**

- a) Any candidate for a vacant teacher position on the System's Board of Trustees shall be nominated by a written petition signed by no fewer than 500 individuals who, as of the date of signing, were teachers as defined in Section 16-106 of the Illinois Pension Code [40 ILCS 5/16-106].
- b) Any candidate for a vacant annuitant position on the System's Board of Trustees shall be nominated by a written petition signed by no fewer than 500 individuals who, as of the date of signing, were **annuitantsteachers** as defined in Section 16-111.1 of the Illinois Pension Code [40 ILCS 5/16-111.1].
- c) Petitions may be circulated for signatures by any individual or entity for a period of time as follows:
  - 1) For a regular election, commencing the November 1 immediately preceding the election date and ending with the time for filing such petition with the Board's secretary as provided in subsection (b)(4) of Section 1650.1010;
  - 2) For a special election as provided in Section 1650.1090, commencing the date that the Board's secretary announces that a special election will be

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held and for a two-week period thereafter.

- d) An individual eligible to sign a petition nominating a candidate for a vacant teacher position on the Board may sign petitions for as many candidates as desired.
- e) An individual eligible to sign a petition nominating a candidate for a vacant annuitant position on the Board may sign petitions for as many candidates as desired.

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 1650.1010 Petitions**

- a) All petitions shall be in the form adopted by the System. Petition forms may be obtained from the System's Website: [trs.illinois.gov](http://trs.illinois.gov) or in hard copy~~from the System~~, upon request of any individual or entity.
- b) A valid petition nominating a candidate for a vacant teacher position or a vacant annuitant position on the System's Board of Trustees shall meet the following requirements:
  - 1) The petition must bear the requisite number of original signatures of individuals eligible to nominate the candidate pursuant to subsection (a) or (b) of Section 1650.1000. A valid petition may consist of multiple pages and may contain blank signature lines; however, all valid signatures thereon must be original signatures.
  - ~~2) Each signature of an eligible voter must be accompanied by the signing person's name (printed), street address, city, and state and may, at the signing person's option, be accompanied by the signing person's area code and telephone number to assist the Board's secretary in verifying voter eligibility;~~
  - 23) The petition shall bear the notarized signature of the individual who circulated the petition for signatures, verifying that the signatures contained thereon were signed in that individual's presence, are genuine, and that to the best of the circulating individual's knowledge, the persons who signed the petition were eligible to do so as provided in subsection (a)

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or (b) of Section 1650.1000.

- ~~34~~) Petitions shall be filed with the ~~System Board's secretary~~ during the following time periods:
- A) For a regular election, not less than 90 nor more than 120 days prior to the election day.
- B) For a special election as provided in Section 1650.1090, beginning with the ~~System's Board's secretary's~~ announcement that a special election will be held and no later than the petition-filing deadline announced by the ~~System Board's secretary~~.
- ~~4~~~~5~~) Petitions filed after the prescribed petition-filing period are invalid and will be returned to the party submitting the petition for filing ~~;~~ ~~and~~
- ~~5~~~~6~~) Petitions filed before the prescribed petition-filing period will ~~not be accepted and will~~ be returned to the party submitting the petition for filing ~~;~~ ~~but may be refiled within~~. ~~Nothing in this subsection (b)(6) precludes the timely re-filing of petitions filed before~~ the prescribed petition-filing period.
- c) The ~~System Board's secretary~~ shall determine the validity of petitions for regular elections not less than 75 days prior to the election day, and for special elections not less than 20 days prior to the election day.
- d) Any individual may, upon reasonable notice to the System, examine the petitions that have been filed with the System with respect to the election to take place; provided, however, that in order to protect the signing teachers' and annuitants' privacy and confidentiality, the examination shall only take place subject to the following limitations:
- 1) Petitions may only be examined at the System's offices after the validity of the petitions has been verified by the ~~System Board's secretary~~ as provided in subsection (c) of this Section;
- 2) Petitions may not be removed from the System's offices, copied, or duplicated by any means; and

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- 3) Petitions, including any information in the petition~~thereon~~, shall not be subject to production or disclosure under the provisions of the Illinois Freedom of Information Act (FOIA) [5 ILCS 140].

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 1650.1020 Eligible Voters**

- a) An individual is eligible to vote for a vacant teacher position on the Board of Trustees of the System if he or she was a "teacher", as defined in Section 16-106 of the Illinois Pension Code [40 ILCS 5/16-106], determined as of the following dates:
- 1) For a regular election, March 1 of the year in which the election is held.
  - 2) For a special election as provided in Section 1650.1090, the date the System Board's secretary determines the validity of petitions.
- b) An individual is eligible to vote for a vacant annuitant position on the Board of Trustees of the System if he or she was an "annuitant", as defined in Section 16-111.1 of the Illinois Pension Code [40 ILCS 5/16-111.1], determined as of the following dates:
- 1) For a regular election, March 1 of the year in which the election is held.
  - 2) For a special election as provided in Section 1650.1090, the date the System Board's secretary determines the validity of petitions.
- c) A person who is eligible to vote for a vacant teacher position pursuant to subsection (a) of this Section is not eligible to vote for a vacant annuitant position.
- d) A person who is eligible to vote for a vacant annuitant position pursuant to subsection (b) of this Section is not eligible to vote for a vacant teacher position.

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 1650.1030 Election Materials**

- a) An eligible voter who has provided the System with a valid electronic mail

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address will receive election materials via electronic mail at least 20 days prior to the election day. The System's electronic ballot and voting processes shall conform in all material aspects with the manual balloting provisions provided in Section 16-165 of the Illinois Pension Code [40 ILCS 5/16-165].

- b) An eligible voter who does not wish to vote electronically may request that manual election materials be sent to him or her via U.S. mail in accordance with the manual balloting provisions provided in Section 16-165 of the Illinois Pension Code [40 ILCS 5/16-165]. At least 20 days prior to the election day, the System shall mail to the eligible voter's latest address known to the System the following election materials:
- c) An eligible voter who has not provided the System with a valid electronic mail address will receive manual election materials via U.S. mail as provided in Section 16-165 of the Illinois Pension Code [40 ILCS 5/16-165].
- 1) A preprinted, perforated ballot/signature card listing, in alphabetical order, either the teacher candidates or the annuitant candidates, depending on the basis for the individual's eligible voter status as provided in Section 1650.1020(a) or (b);
  - 2) A preprinted, return envelope addressed to the System's Board; and
  - 3) A preprinted envelope marked "For Ballot Only."
- db) An eligible voter who has not received any or all of the election materials must contact the System at least 10 days specified in subsection (a) of this Section prior to the election day, to the eligible voter may request that the System send election materials to him or her. After verifying Upon such request, the System shall verify that the requesting individual is an eligible voter as provided in Section 1650.1020, the System and upon such verification shall send the eligible voter a written certification of nonreceipt in the form prescribed by the System and the election materials via first class U.S. mail, or if the election is less than one week away, via priority U.S. mail.
- 2) The eligible voter shall complete the certification attesting to nonreceipt of election materials and attach it to the signature card.
- ee) If previously mailed election materials are returned to the System undelivered at

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least ~~10 days~~<sup>one week</sup> prior to the election day and a forwarding address has been provided, the System shall mail election materials to the forwarding address via ~~first class~~ U.S. mail.

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 1650.1040 Marking of Ballots**

A valid ballot must conform to the following requirements:

- a) All choices of candidates must be clearly indicated as prescribed by the instructions accompanying the ballot. ~~by a cross mark consisting of two lines which intersect inside the square immediately before the name of the selected candidate. If two lines do not intersect inside the square, the mark is invalid and will not be counted;~~
- b) Each eligible voter is entitled to only one vote for any particular candidate.;
- c) ~~When~~<sup>With respect to a ballot where</sup> there are two trustees to be elected, each eligible voter may vote for only one candidate for each position to be elected. If more than two candidates are selected, the ballot is invalid and will not be counted. If only one candidate is selected, the selection will count as only one vote. ~~;~~<sup>and</sup>
- d) ~~Manual~~<sup>Handwritten</sup> entries of candidates not listed on the ballot are invalid and will not be counted.

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 1650.1050 Return of Ballots**

- a) ~~Upon receipt of the election materials specified above in Section 1650.1030, the eligible voter shall:~~
  - 1) ~~Mark his or her ballot in accordance with Section 1650.1040;~~
  - 2) ~~Write his or her signature, address, and social security number on the signature card;~~

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- ~~3) Detach the completed ballot and signature card along the perforated lines;~~
  - ~~4) Place the completed ballot into the envelope marked "For Ballot Only";~~
  - ~~5) Place the completed signature card and the ballot envelope into the return envelope; and~~
  - ~~6) Attach postage, seal and mail via U.S. mail or express delivery service the return envelope, so as to ensure that it will reach the System at or prior to 10:00 a.m. on the election day.~~
- ab) Ballots must be received at the System at or prior to 10:00 a.m. on the election day. Ballots received after 10:00 a.m. on the election day are invalid and will not be counted.
- be) All eligible voters must return their ballots to the System individually, ~~either~~ via electronic mail, U.S. mail or express delivery service. Ballots returned to the System in bulk, via hand delivery, or delivery other than as specified in this subsection, are invalid and will not be counted.
- d) ~~Ballots not returned in the "For Ballot Only" envelope are invalid and will not be counted.~~
- ce) Ballots that do not conform to all instructions accompanying the ballot returned with an unsigned signature card, or without a signature card, are invalid and will not be counted.
- f) ~~Ballots returned in any envelope other than the return envelope provided by the System are invalid and will not be counted.~~

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 1650.1060 Observation of Ballot Counting**

Any person may observe the ballot counting process beginning at 10:00 am on the election day only from the areas specifically designated by the election coordinator. Upon arrival, the observer shall identify himself or herself to the election coordinator who will provide a badge that must be worn while on the premises. The observer will be escorted by the election coordinator to the areas where observation is to take place. An observer who attempts to

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challenge or disrupt the ballot counting process will be escorted from the premises.

- a) ~~Each candidate, or any organization or association representing at least 20% of teachers or annuitants of the System, may designate a poll watcher to observe the ballot counting which shall take place on the election day, pursuant to Section 16-165 of the Illinois Pension Code [40 ILCS 5/16-165]; provided, however, that each such candidate, organization or association is entitled to no more than two poll watchers. Each such poll watcher shall comply with the following rules:~~
- ~~1) The poll watcher may arrive no earlier than 7:45 a.m. on the election day;~~
  - ~~2) Upon arrival, the poll watcher shall identify him or herself and the candidate, organization or association which he or she represents. Only individuals whom the System can verify are properly authorized to represent the candidate, organization or association which they purport to represent will be allowed to observe as poll watchers;~~
  - ~~3) While on the polling premises, the poll watcher shall at all times wear the tag provided identifying him or her as a poll watcher;~~
  - ~~4) The poll watcher is only authorized to be present in the area or areas designated by the election coordinator;~~
  - ~~5) The poll watcher shall not move from one authorized location to another or otherwise move about the premises without an escort provided by the election coordinator;~~
  - ~~6) The poll watcher's function is limited to visual observation and taking notes, if desired. No challenges or disruptions of any kind to the ballot counting process shall be permitted during the observation of the ballot counting process;~~
  - ~~7) The poll watcher shall not speak with any person identified as a canvasser, judge, or data entry personnel in connection with the ballot counting process;~~
  - ~~8) The poll watcher may stand behind ballot counting tables and data entry workstations at a reasonable distance; provided, however, that no physical contact with ballots, signature cards, counting tables, data entry~~

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- ~~equipment, canvassers, judges, or data entry personnel shall be allowed;~~
- 9) ~~The poll watcher must leave the premises when all of the ballots have been counted; and~~
- 10) ~~Any poll watcher who does not adhere to the rules set forth in this subsection (a) shall forfeit any continued right to observe the ballot counting process and will be asked to leave the premises immediately. If the disruptive conduct continues, the poll watcher will be escorted from the premises.~~
- b) ~~Any member of the public may observe the ballot counting process only from the area specifically designated by the election coordinator for public observers. Each public observer shall comply with the following rules:~~
- 1) ~~The observer may arrive no earlier than 8:30 a.m. on the election day;~~
- 2) ~~Upon arrival, the observer shall identify him or herself;~~
- 3) ~~While on the polling premises, the observer shall at all times wear the tag provided identifying him or her as a public observer;~~
- 4) ~~The observer is only authorized to be present in the area specifically designated by the election coordinator for public observers;~~
- 5) ~~The observer shall not move about the premises;~~
- 6) ~~The observer's function is limited to visual observation and taking notes, if desired. No challenges or disruptions of any kind to the ballot counting process shall be permitted during the observation of the ballot counting process;~~
- 7) ~~The observer shall not speak with any person identified as a canvasser, judge, or data entry personnel in connection with the ballot counting process;~~
- 8) ~~No physical contact with ballots, signature cards, counting tables, data entry equipment, canvassers, judges, or data entry personnel shall be allowed;~~

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- 9) ~~The observer must leave the premises when all of the ballots have been counted; and~~
- 10) ~~Any observer who does not adhere to the rules set forth in this subsection (b) shall forfeit any continued right to observe the ballot counting process and will be asked to leave the premises immediately. If the disruptive conduct continues, the observer will be escorted from the premises.~~

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

**Section 1650.1080 Challenges to Ballot Counting**

- a) ~~Any person who observed challenge to the ballot counting as provided in Section 1650.1060 shall be made in the following manner: 1) Only those candidates, organizations or associations which had a poll watcher present during the ballot counting in accordance with Section 1650.1060(a), or a public observer present during the ballot counting in accordance with Section 1650.1060(b), shall have standing to challenge the ballot counting. 2) may The challenger shall submit to the System, within seven days after the election day, Board a written statement identifying the specific aspect or aspects of the ballot counting process that which are being challenged.~~
- 3) ~~All challenges as provided in this Section shall be submitted no later than 7 days after the election day. Any challenge submitted more than 7 days after the election day shall not be considered.~~
- b) ~~The written statement timely submitted in accordance with subsection (a) of this Section shall be presented and considered by the Board at the next regularly scheduled meeting of the Board. To consider a written statement submitted in regard to a special election, the Board may schedule a special meeting for that purpose. The challenger shall have no right to appear at the Board meeting. The Board shall, in its sole discretion, determine what steps, if any, need to be taken in response to the challenge, including, but not limited to, modifying the election results declared by the Board in accordance with Section 16-165 of the Illinois Pension Code [40 ILCS 5/16-165].~~
- e) ~~In the event that election results have already been declared by the Board in accordance with Section 16-165 of the Illinois Pension Code [40 ILCS 5/16-165],~~

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~~such election results shall remain valid pending determination of any challenge as provided by this Section.~~

- bd) The ~~System Board~~ shall ~~consider the challenge and notify~~ send written notice of its ~~determination to~~ the challenger and all candidates of the results within 30 days after the election day ~~7 days after making the determination.~~

(Source: Amended at 37 Ill. Reg. \_\_\_\_\_, effective \_\_\_\_\_)

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- 1) Heading of the Part: Conditions of Employment
- 2) Code Citation: 80 Ill. Adm. Code 303
- 3) 

<u>Section Numbers:</u>	<u>Adopted Action:</u>
303.112	Amendment
303.131	Amendment
303.148	Amendment
303.250	Amendment
- 4) Statutory Authority: Implementing and authorized by the Personnel Code [20 ILCS 415] and the Organ Donor Leave Act [5 ILCS 327]
- 5) Effective Date of Rulemaking: November 1, 2012
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Do these Amendments contain incorporations by reference? No
- 8) A copy of the adopted amendment, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.
- 9) Notice of Proposal published in the *Illinois Register*: 36 Ill. Reg. 10539; July 20, 2012
- 10) Has JCAR issued a Statement of Objection to the Amendments? No
- 11) Differences between Proposal and Final Version: Removed several extra spaces and a comma. Inserted language to clarify that a person who is financially and emotionally dependent on the employee must live in the same household.
- 12) Have all of the changes agreed upon by the Agency and JCAR been made as indicated in the agreement letter issued by JCAR? Yes, all agreed upon changes have been made.
- 13) Will these amendments replace an emergency amendment currently in effect? No
- 14) Are there any other proposed rulemakings pending on this Part? No
- 15) Summary and Purpose of Rulemaking: These changes will bring Sections 303.112, 303.131, & 303.148 into compliance with the Illinois Religious Freedom Protection and

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Civil Union Act [750 ILCS 75]. Section 303.148 includes a citation for the Federal Family and Medical Leave Act of 1993. Section 303.250 corrects a typographical error in subsection (d).

- 16) Information and questions regarding these adopted amendments shall be directed to:

Mary Matheny  
Illinois Department of Central Management Services  
720 Stratton Office Building  
Springfield, Illinois 62706

217/557-5404

The full text of the Adopted Amendments begins on the next page.

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TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES  
SUBTITLE B: PERSONNEL RULES, PAY PLANS, AND  
POSITION CLASSIFICATIONS

CHAPTER I: DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

PART 303  
CONDITIONS OF EMPLOYMENT

SUBPART A: GRIEVANCE PROCEDURE

Section	
303.10	Definition of a Grievance
303.20	Procedure
303.30	Grievance Committee
303.45	Representation

SUBPART B: LEAVE OF ABSENCE

Section	
303.90	Sick Leave
303.100	Accumulation of Sick Leave
303.102	Payment in Lieu of Sick Leave
303.105	Reinstatement of Sick Leave
303.110	Advancement of Sick Leave
303.112	Sick Leave Bank
303.115	Veterans Hospital Leave
303.120	Furlough Program
303.125	Leave for Personal Business
303.130	Maternity/Paternity and Adoption Leave
303.131	Leave in the Event of a Stillborn Child
303.135	On-The-Job Injury – Industrial Disease
303.140	Leaves of Absence Without Pay
303.142	Leave to Attend Union Conventions
303.145	Disability Leave
303.148	Family Responsibility Leave
303.149	Organ Donor Leave
303.150	Employee Rights After Leave
303.153	Failure to Return
303.155	Leave to Take Exempt Position

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303.160	Military and Peace Corps Leave
303.165	Family Military Leave
303.166	Civil Air Patrol Leave
303.170	Military Reserve Training and Emergency Call-Up
303.171	Leave for Military Physical Examinations
303.175	Disaster Service Leave With Pay
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303.220	Holiday During Vacation
303.225	Eligibility for Holiday Pay
303.250	Vacation Eligibility
303.260	Prorated Vacation for Part-Time Employees
303.270	Vacation Schedule and Loss of Earned Vacation
303.290	Payment in Lieu of Vacation
303.295	Vacation Benefits on Death of Employee

## SUBPART C: WORK HOURS AND SCHEDULES

Section	
303.300	Work Schedules
303.310	Emergency Shut-Down
303.320	Overtime
303.330	Overtime Payable Upon Death
303.340	Attendance Records
303.350	Notification of Absence
303.355	Review of Attendance Records

## SUBPART D: UNDATED OR INCOMPLETE FORMS

Section	
303.360	Undated Forms
303.370	Incomplete Forms

## SUBPART E: EMPLOYEE SEPARATIONS

Section

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- 303.380 Reason for Separation  
303.385 Repayment of Benefit Time

## SUBPART F: TUITION REIMBURSEMENT

- Section  
303.390 Tuition Reimbursement

**AUTHORITY:** Implementing and authorized by the Personnel Code [20 ILCS 415] and the Organ Donor Leave Act [5 ILCS 327].

**SOURCE:** Filed May 29, 1975; amended at 3 Ill. Reg. 22, p. 78, effective June 1, 1979; amended at 3 Ill. Reg. 26, p. 199, effective July 1, 1979; emergency amendment at 3 Ill. Reg. 48, p. 188, effective January 1, 1980, for a maximum of 150 days; amended at 4 Ill. Reg. 11, p. 70, effective March 1, 1980; amended at 4 Ill. Reg. 15, p. 216, effective March 31, 1980; amended at 4 Ill. Reg. 22, p. 227, effective June 1, 1980; amended at 5 Ill. Reg. 8029, effective August 1, 1981; codified at 7 Ill. Reg. 13209; emergency amendment at 8 Ill. Reg. 329, effective January 1, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 7788, effective May 23, 1984; amended at 14 Ill. Reg. 3433, effective February 27, 1990; emergency amendment at 15 Ill. Reg. 5076, effective March 20, 1991, for a maximum of 150 days; emergency expired August 17, 1991; amended at 15 Ill. Reg. 5214, effective April 2, 1991; amended at 15 Ill. Reg. 14067, effective September 12, 1991; amended at 16 Ill. Reg. 8368, effective May 21, 1992; amended at 17 Ill. Reg. 5587, effective March 29, 1993; amended at 19 Ill. Reg. 8130, effective June 7, 1995; amended at 19 Ill. Reg. 11775, effective August 7, 1995; emergency amendment at 21 Ill. Reg. 11291, effective July 22, 1997, for a maximum of 150 days; amended at 21 Ill. Reg. 15454, effective November 24, 1997; amended at 23 Ill. Reg. 13815, effective November 4, 1999; emergency amendment at 24 Ill. Reg. 16694, effective October 27, 2000, for a maximum of 150 days; amended at 25 Ill. Reg. 4847, effective March 19, 2001; emergency amendment at 25 Ill. Reg. 12429, effective September 14, 2001, for a maximum of 150 days; amended at 26 Ill. Reg. 1138, effective January 18, 2002; amended at 27 Ill. Reg. 9008, effective May 23, 2003; emergency amendment at 28 Ill. Reg. 9677, effective July 1, 2004, for a maximum of 150 days; emergency expired November 27, 2004; emergency amendment at 28 Ill. Reg. 13795, effective October 1, 2004, for a maximum of 150 days; emergency expired February 27, 2005; amended at 28 Ill. Reg. 16308, effective December 3, 2004; amended at 30 Ill. Reg. 329, effective December 30, 2005; amended at 30 Ill. Reg. 13857, effective August 2, 2006; emergency amendment at 32 Ill. Reg. 19944, effective December 9, 2008, for a maximum of 150 days; amended at 33 Ill. Reg. 6503, effective April 23, 2009; emergency amendment at 33 Ill. Reg. 12032, effective August 7, 2009, for a maximum of 150 days; amended at 33 Ill. Reg. 16801, effective November 24, 2009; emergency amendment at 34 Ill. Reg. 12985, effective August 20, 2010, for a

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maximum of 150 days; amended at 35 Ill. Reg. 1587, effective January 14, 2011; amended at 36 Ill. Reg. 8661, effective May 30, 2012; amended at 36 Ill. Reg. 16200, effective November 1, 2012.

## SUBPART B: LEAVE OF ABSENCE

**Section 303.112 Sick Leave Bank**

- a) This Section contains rules governing the operation of plans allowing participating employees in each agencyAgency to bank portions of their accrued sick leave in a sick leave bank to be used by participating employees in the same agency who have exhausted their accrued vacation time, personal days, sick leave or compensatory time. ~~This Section provides~~ These rules provide a framework within which each agencyAgency may administer a sick leave bank. Individual agencyAgency procedures should be consistent with the framework set forth in this Sectionthese rules unless alternative procedures have been agreed upon pursuant to collective bargaining negotiations.
- b) Definitions
  - 1) *"Agency" means any branch, department, board, committee or commission of State government, but does not include units of local government, school districts or boards of election commissioners [5 ILCS 400/5.10].*
  - 2) *"Sick leave bank" means a depository into which participating employees may donate accrued sick leave time for allocation to other participating employees [5 ILCS 400/5.15].*
  - 3) *"Participating employee" means a permanent full- or part-time employee who has been employed by a State agency for a period of 6 months or more who voluntarily enrolls in the sick leave bank by depositing at least one full day of accrued sick leave in that bank [5 ILCS 400/5.20]. An employee who wishes to enroll must have a minimum of 5 days of accrued sick time on the books.*
  - 4) *"Catastrophic illness or injury" means temporary disability or incapacity resulting from a life threatening illness or injury or illness or injury of other catastrophic proportion as determined by the Director. Factors*

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considered by the Director shall include the length of time the employee must be absent from work due to illness or injury. Catastrophic illness or injury may be due to, but not limited to, cancer, heart disease, stroke or another serious illness or injury resulting in an employee missing more than 25 work days.

- 5) "Personal catastrophic illness or injury" means a catastrophic illness or injury to the employee or, if agreed upon by the agency head~~Agency Head~~ and the Director, members of the employee's immediate family. Factors to be considered in determining if an employee's immediate family members are covered include the nature and duration of the catastrophic illness or injury; whether the person is financially and emotionally dependent on the employee; whether the presence of the employee is needed; and whether the individuals are covered pursuant to collective bargaining negotiations. Immediate family shall mean spouse, civil union partner, child, parent or any person living in the employee's household for whom the employee has custodial responsibility.
- c) Participation in the sick leave bank is voluntary on the part of any employee. Employees wishing to participate must be permanent full-time or part-time employees with a minimum of 6 months of service.
- d) *A participating employee may deposit into the sick leave bank as much accrued sick leave as desired provided that the participating employee shall retain in his or her own account at least 5 sick days [5 ILCS 400/10(b)].*
- e) Employees may voluntarily enroll at any time. Employees shall wait 60 calendar days after enrollment before utilizing the sick leave bank.
- f) An employee may use up to 25 work days from the sick leave bank per 12-month period, except that participating employees shall not use sick leave accumulated in the sick leave bank until all of their accrued vacation, personal days, sick leave and compensatory time have been used. The Director may approve limits of other than 25 work days per 12-month period. Factors considered in determining if an alternate limit should be approved include:
- 1) the personnel jurisdiction governing the agency~~Agency~~ and employees in question;

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- 2) whether limits have been established through collective bargaining negotiations;
  - 3) the desire for uniformity among agency*Agency* plans;
  - 4) operational needs of the agency*Agency*.
- g) Any sick leave in the sick leave bank used by a participating employee shall be only for the personal catastrophic illness or injury of the employee and may not be transferred, returned or used for any other purpose.
- h) Each State agency shall develop procedures, consistent with this Section, for establishing a single sick leave bank for all agency employees.
- i) Injuries and illnesses that are compensable under the Workers' Compensation Act [820 ILCS 305] or Workers' Occupational Disease Act [820 ILCS 310] shall not be eligible for sick leave bank use.
- j) *Participating employees who transfer from one agency to another may transfer their participation in the sick leave bank [5 ILCS 400/10(f)].*
- k) An employee shall not be eligible to withdraw the sick leave time he or she has contributed to the bank.
- l) Decisions affecting a participating employee's use of the sick leave bank may be submitted by the employee to a review committee. Unless otherwise approved by the Department, the committee shall consist of one agency*Agency* representative and two Department representatives. In determining if alternative committee membership should be approved, the Department shall consider the jurisdiction governing the agency*Agency* or employees in question. Decisions of review committees shall be final and binding.
- m) *Any abuse of the use of the sick leave bank shall be investigated by the agency and the Department and upon a finding of wrongdoing on the part of a participating employee, that employee shall repay all sick leave days drawn from the sick leave bank and shall be subject to other disciplinary action [5 ILCS 400/10(h)].*

(Source: Amended at 36 Ill. Reg. 16200, effective November 1, 2012)

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**Section 303.131 Leave in the Event of a Stillborn Child**

All employees who provided proof of their pregnancy or that of their female partner at least 30 days prior to the expected due date will be eligible for 4 weeks (20 work days) of paid leave in the event of a full-term stillborn child. The State shall require proof of a stillbirth, such as a fetal death certificate or certificate of stillbirth. This leave shall be limited to one+ leave per family or civil union partnership for each stillbirth. In addition, non-married male employees may be required to provide proof of paternity.

(Source: Amended at 36 Ill. Reg. 16200, effective November 1, 2012)

**Section 303.148 Family Responsibility Leave**

- a) An employee who wishes to be absent from work in order to meet or fulfill responsibilities, as defined in subsection (f), arising from the employee's role in his or her family or as head of the household will normally, upon request and in the absence of another more appropriate form of leave, be granted a Family Responsibility Leave (FRL) for a period not to exceed one year. Employees shall not be required to use any accumulated benefit time prior to taking FRL Family Responsibility Leave. Such request shall not be unreasonably denied. The agency head will consider whether the need for the FRL family responsibility leave is substantial, whether the action is consistent with the treatment of other similar situations and whether the action is equitable in view of the particular circumstances prompting the request.
- b) Any request for FRL such leave shall be submitted in writing by the employee not less than 15 calendar days in advance of the leave unless such notice is precluded by emergency conditions and shall state, stating the purpose of the leave, and the expected duration of absence.
- c) FRL Such leave shall be granted only to a permanent full-time employee, except that an intermittent employee shall be non-scheduled for the duration of the required leave. An employee in temporary, emergency, provisional, or trainee status shall not be granted FRL such leave.
- d) "Family responsibility Responsibility", for purposes of this Section, is defined as the duty or obligation perceived by the employee to provide care, full-time supervision, custody or non-professional treatment for a member of the

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employee's immediate family or household *under circumstances temporarily inconsistent with uninterrupted employment in State service*. [20 ILCS 415/8c(5)].

- e) "Family" has the customary and usual definition for this term for purposes of this Section, that is:
- 1) group of 2 or more individuals living under one roof, having one head of the household and usually, but not always, having a common ancestry, and including the employee's spouse or civil union partner;
  - 2) ~~thesuch~~ natural relation of the employee, even though not living in the same household, as parent, sibling or child; or
  - 3) adoptive, custodial and in-law individuals when residing in the employee's household or any relative or person living in the employee's household for whom the employee has custodial responsibility or persons living in the employee's household who are~~where such person is~~ financially and emotionally dependant on the employee when and where~~the presence of~~ the employee is needed, but excluding persons not otherwise related of the same or opposite sex sharing the same living quarters but not meeting any other criteria for family.
- f) Standards for granting a Family Responsibility Leave are:
- 1) to provide nursing (breastfeeding) and/or custodial care for the employee's newborn infant, whether natural born or adopted;
  - 2) to care for a temporarily disabled, incapacitated or bedridden resident of the employee's household or member of the employee's family;
  - 3) to furnish special guidance, care or supervision of a resident of the employee's household or a member of the employee's family in extraordinary need of that guidance, care or supervision~~thereof~~;
  - 4) to respond to the temporary dislocation of the family due to a natural disaster, crime, insurrection, war or other disruptive event;
  - 5) to settle the estate of a deceased member of the employee's family or to act as conservator, if so appointed, whenand providing the exercise of

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- ~~those~~ such functions precludes the employee from working; or
- 6) to perform family responsibilities consistent with the intention of this Section but not otherwise specified.
- g) The agency shall require substantiation or verification of the need by the employee for ~~FRL. The~~ such leave, the substantiation or verification shall be consistent with and appropriate to the reason cited in requesting the leave, such as:
- 1) a written statement by a physician or medical practitioner licensed under the Medical Practice Act of 1987 [225 ILCS 60] or under similar laws of Illinois or of another state or country or by an individual authorized by a recognized religious denomination to treat by prayer or spiritual means. ~~The, such~~ verification ~~shall~~ show the diagnosis, prognosis and expected duration of the disability requiring the employee's presence;
  - 2) written report by a social worker, psychologist, or other appropriate practitioner concerning the need for close supervision or care of a child or other family member;
  - 3) written direction by an appropriate officer of the courts, a probation officer or similar official directing close supervision of a member of the employee's household or family; or
  - 4) an independent verification substantiating ~~that~~ the need for ~~FRL~~ such leave exists.
- h) ~~FRL~~ Such leave shall not be renewed; however, a new leave shall be granted at any time for any reason consistent with subsection (f) other than that for which the original leave was granted.
- i) If an agency has reason to believe that the condition giving rise to the given need for ~~FRL~~ such leave no longer exists during the course of the leave, it should require further substantiation or verification and, if appropriate, direct the employee to return to work on a date certain.
- j) Failure of an employee, upon request by the employing agency, to provide ~~required~~ such verification or substantiation is cause, ~~with-on~~ due notice, for

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termination of the leave.

- k) ~~FRL~~ ~~Such leave~~ shall not be used for purpose of securing alternative employment. An employee, during ~~FRL, such leave~~ may not be gainfully employed full time, otherwise the leave shall terminate.
- l) Upon expiration of ~~an FRL~~ ~~a Family Responsibility Leave~~, or, prior to ~~such~~ expiration, by mutual agreement between the employee and the employing agency, the agency shall return the employee to the same or similar position classification that the employee held immediately prior to the commencement of the leave. If ~~such a position~~ ~~there~~ is not ~~such position~~ available, the employee will be subject to layoff in accordance with 80 Ill. Adm. Code 302.Subpart J (Voluntary Reduction, ~~Transfer~~ and ~~Layoffs~~ ~~Layoff~~).
- m) Nothing in this Section shall preclude the reallocation or abolition of the position classification of the employee during ~~FRL, such leave~~ nor shall the employee be exempt from 80 Ill. Adm. Code 302.Subpart J (~~Voluntary Reduction and Layoff~~) by virtue of ~~FRL~~ ~~such leave~~.
- n) The State shall continue payment of its portion of employee and dependent health and dental insurance premiums for up to 6 months while an employee is on a Family Responsibility Leave consistent with the Federal Family and Medical Leave Act of 1993 (29 USC 2601 et seq.) and subsections (f)(1), (2) and (3) of this Section. For leaves defined by subsections (f)(4), (5) and (6) of this Section, the State shall not continue payment of its portion of employee and dependent health and dental insurance premiums.

(Source: Amended at 36 Ill. Reg. 16200, effective November 1, 2012)

**Section 303.250 Vacation Eligibility**

- a) Employees, except emergency and temporary employees, shall earn vacation time. No employee on leave of absence may earn vacation except when the leave was for the purpose of accepting a temporary working assignment in another class.
- b) Eligible employee shall earn vacation time in accordance with the following schedule:

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- 1) From the date of hire until the completion of 5 years of continuous service: 10 workdays per year of employment.
  - 2) From the completion of 5 years of continuous service until the completion of 9 years of continuous service: 15 workdays per year of employment.
  - 3) From the completion of 9 years of continuous service until the completion of 14 years of continuous service: 17 workdays per year of employment.
  - 4) From the completion of 14 years of continuous service until the completion of 19 years of continuous service: 20 workdays per year of employment.
  - 5) From the completion of 19 years of continuous service until the completion of 25 years of continuous service: 22 workdays per year of employment.
  - 6) From the completion of 25 years of continuous service: 25 workdays per year of employment.
- c) Vacation time shall be earned in workdays and computed in hours. After an employee's earned vacation time has been so computed, if there remains a fractional balance of  $\frac{1}{2}$  hour or less, the employee shall be deemed to have earned vacation time of  $\frac{1}{2}$  hour in lieu of the fractional balance. ~~If, if~~ there remains a fractional balance of more than  $\frac{1}{2}$  hour, the employee shall be deemed to have earned a full hour of vacation time in lieu of a fractional balance.
- d) Computation of vacation time of State employees who have interrupted continuous State service shall be determined as though all previous State service that qualified for earning of vacation benefits is continuous with present service. This subsection (~~de~~) applies to vacation time earned on or after October 1, 1972.

(Source: Amended at 36 Ill. Reg. 16200, effective November 1, 2012)

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- 1) Heading of the Part: Pay Plan
- 2) Code Citation: 80 Ill. Adm. Code 310
- 3) 

<u>Section Numbers:</u>	<u>Adopted Action:</u>
310.47	Amendment
310.80	Amendment
310.130	Amendment
310.300	Amendment
310.600	Amendment
310.630	Amendment
310.640	Amendment
310.660	Amendment
310.670	Amendment
310.Appendix A Table D	Amendment
310.Appendix A Table E	Amendment
310.Appendix A Table F	Amendment
310.Appendix A Table S	Amendment
310.Appendix A Table W	Amendment
310.Appendix A Table AA	Amendment
310.Appendix B Table S	Amendment
310.Appendix B Table W	Amendment
- 4) Statutory Authority: Authorized by Sections 8, 8a and 9(7) of the Personnel Code [20 ILCS 415/8, 20 ILCS 415/8a and 20 ILCS 415/9(7)]
- 5) Effective Date of Amendments: November 1, 2012
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? No
- 8) A copy of the adopted amendments, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.
- 9) Notices of Proposed Published in the Illinois Register: The proposed amendments were published in the July 20, 2012 Illinois Register at 36 Ill. Reg. 10552.
- 10) Has JCAR issued a Statement of Objection to this rulemaking? No

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- 11) Differences between proposal and final version: Since the First Notice, the First Notice Changes are based on intervening rulemaking, numeric errors or CMS and JCAR staff recommendations. The changes are:

In the table of contents, the changes are to formatting and removing indications of the emergency amendments.

In the main source notes, the changes are to retain the initially proposed changes and record intervening rulemaking.

In all Sections, the changes are to formatting and/or removing indications of the emergency amendments.

In Section 310.300 subsection (b) (1), a change is to indicate the Section more clearly.

Sections 310.600 and 310.Appendix A Tables W contain changes from intervening rulemaking.

In Sections 310.Appendix A Tables D and F, numeric errors are corrected in the New Hire Rate table for Highway Maintainer and Highway Maintainer (Tractor Mower), and for Highway Maintainer (Drill Rig) in 310.Appendix A Table F.

In Section 310.Appendix B Table S, the change is to the wording of the Note.

The Second Notice Changes are:

In the table of contents, the naming of the departments is clarified in the headings for Sections 310. Appendix A Tables C, S and V, and 310.Appendix B Table S.

In the heading of the Sections 310.Appendix A Table S and Appendix B Table S, the naming of the departments is clarified.

In the title tables in the Sections 310.Appendix A Table S and Appendix B Table S, the naming of the departments is clarified.

- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreements issued by JCAR? Yes

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- 13) Will this rulemaking replace any emergency rulemaking currently in effect? Yes, these sections replace those in the emergency amendments published July 20, 2012 at 36 Ill. Reg. 11222.
- 14) Are there any amendments pending on this Part? Yes

<u>Section Numbers:</u>	<u>Proposed Action:</u>	<u>Ill. Reg. Citation:</u>
310.47	Amendment	36 Ill. Reg. 4991; April 6, 2012
310.130	Amendment	36 Ill. Reg. 4991; April 6, 2012
310.600	Amendment	36 Ill. Reg. 4991; April 6, 2012
310.630	Amendment	36 Ill. Reg. 4991; April 6, 2012
310.640	Amendment	36 Ill. Reg. 4991; April 6, 2012
310.660	Amendment	36 Ill. Reg. 4991; April 6, 2012
310.670	Amendment	36 Ill. Reg. 4991; April 6, 2012
310.Appendix A Table S	Amendment	36 Ill. Reg. 4991; April 6, 2012
310.Appendix A Table W	Amendment	36 Ill. Reg. 4991; April 6, 2012
310.Appendix A Table AA	Amendment	36 Ill. Reg. 4991; April 6, 2012
310.Appendix B Table S	Amendment	36 Ill. Reg. 4991; April 6, 2012
310.Appendix B Table W	Amendment	36 Ill. Reg. 4991; April 6, 2012

- 15) Summary and Purpose of Amendments: Many changes found in these proposed amendments are in the proposed amendments at 36 Ill. Reg. 4991. Changes only found in these proposed amendments are contained in the table of contents, and Sections 310.80, 310.300, 310.630, and 310.Appendix A Tables D, E, and F.

In the table of contents, the year 2012 is removed from and the expiration of salary schedules in collective bargaining unit agreements is added to the heading for Subpart D.

In the main source notes, five entries are placed in the correct order or the wording is corrected.

Sections 310.47 and 310.Appendix A Table AA reflect the ranges established and approved by the Secretary of the Illinois Department of Transportation (IDOT) in the IDOT Technical Pay Plan effective January 1, 2012 for all but three titles represented by the NR-916 bargaining unit. The three titles are End-User Computer Services Specialist I and II, and End-User Computer Systems Analyst. The ranges for the three titles are established and approved by the Director of the Department of Central Management Services (CMS). In Section 310.47, a NR-916 in-hiring rate is changed when a new rate is assigned effective January 1, 2012. In Section 310.Appendix A Table AA, the

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minimum and maximum rate tables not in effect during fiscal year 2012 are removed. The minimum and maximum rate table effective January 1, 2012 is added for ranges assigned to the titles represented by the NR-916 bargaining unit. The change to minimum and maximum rates allows for two increases effective January 1, 2012, the 1.5% general increase and the 3% increase if the employee has been in the title for 5 years or more and is below the mid-range of pay for the title. The increases are provisions in the Agreement by and between the Teamsters Local #916 and the Illinois Departments of CMS, Transportation and Natural Resources July 1, 2008 to June 30, 2012 signed January 6, 2009.

In Section 310.80 subsection (a) (1) and (2), a sentence is added stating that the satisfactory performance increases or step increases are suspended effective July 1, 2012.

In Section 310.130, the fiscal year (FY) in which the Pay Plan is effective is changed to 2013.

In Section 310.300 subsection (c), a sentence is added stating that lane advancements are suspended effective July 1, 2012.

Section 310.600 is changed to refer to no specific fiscal year, to remove subsection (b) that was specific to FY2011 and to remove the indication of subsection (a) and its heading.

In Section 310.630, references to a specific date or fiscal year are removed and the definition of "frozen" is updated.

In Section 310.640, the dates between which no satisfactory performance increase shall be implemented are updated.

In Sections 310.660 and 310.670, the references to a specific fiscal year are removed.

In Section 310.Appendix A Table D, the new hire rate tables for the Highway Maintainer title are updated. The new hire rate tables effective prior to FY2013 are removed. The title's full scale rates remain unchanged.

In Section 310.Appendix A Table E, the new hire rate tables for the Highway Maintainer title are updated. The new hire rate tables effective prior to FY2013 are removed. The title's full scale rates remain unchanged.

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In Section 310. Appendix A Table F, the new hire rate tables for the Highway Maintainer title are updated. The new hire rate tables effective prior to FY2013 are removed. The title's full scale rates remain unchanged.

In Section 310. Appendix A Table S, the Departments of Corrections (DOC) and Juvenile Justice (DJJ) are added to the Public Service Administrator (PSA) title's other positions in Option 8K assigned to VR-704-25. The Memorandum of Understanding (MOU) between the State of Illinois and the Illinois State Employees Association (ISEA) Laborers' International Union of North America Local 2002 VR-704 bargaining unit for the PSA title Option 8K, which is Special License - Licensed Psychologist, positions at DOC and DJJ was signed April 14, 2011. PSA title Option 8K positions at the Departments of Corrections and Juvenile Justice are assigned to VR-704-25 Pay Plan Codes Q and S effective August 6, 2009. That same date, the Illinois Labor Relations Board (ILRB) issued a Certification of Representative (Case No. S-RC-09-186) assigned the PSA title Option 8K positions at DOC and DJJ to VR-704 bargaining unit. The Note is updated.

In Section 310. Appendix A Table W and in the title table, the Cancer Registrar II title is added. The MOU between the State of Illinois and AFSCME for the Cancer Registrar II title was signed November 7, 2011. The MOU assigns the pay grade RC-062-16 to the Cancer Registrar II title effective January 1, 2012. That same date is the effective date approved by the Civil Service Commission for establishing the Cancer Registrar II title. The title is populated with positions and employees moving from the Methods and Procedures Advisor II title assigned to the RC-062-16 pay grade. Also to Section 310. Appendix A Table W, the Human Rights Mediator title is added to the title table. The MOU between the State of Illinois and AFSCME for the Human Rights Mediator title was signed August 25, 2011. The Pay Plan Code B pay grade RC-062-17 is assigned to the Human Rights Mediator title effective December 22, 2010. That same date, the Illinois Labor Relations Board (ILRB) issued a Certification of Representative (Case No. S-RC-11-066) assigning the Human Rights Mediator to the AFSCME RC-062 bargaining unit without an exclusion. The Note is updated.

In Section 310. Appendix B Table S, the positions at Departments of Corrections, Human Services and Juvenile Justice in Option 8K are added to the Public Service Administrator (PSA) title's other positions assigned to VR-704-25. Option 8K is added to the Note following the title table.

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In Section 310. Appendix B Table W and in the title table, the Cancer Registrar II and Human Rights Mediator titles are added along with their assignments to RC-062-16 and RC-062-17, respectively. The Note is updated.

- 16) Information and questions regarding these adopted amendments shall be directed to:

Mr. Jason Doggett  
Manager  
Compensation Section  
Division of Technical Services and Agency Training and Development  
Bureau of Personnel  
Department of Central Management Services  
504 William G. Stratton Building  
Springfield IL 62706

Telephone: 217/782-7964  
Fax: 217/524-4570  
CMS.PayPlan@Illinois.gov

- 17) Do these amendments require the preview of the Procurement Policy Board as specified in Section 5-25 of the Illinois Procurement Code [30 ILCS 50/5-25]? No

The full text of the Adopted Amendments begins on the next page:

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NOTICE OF ADOPTED AMENDMENTS

TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES  
SUBTITLE B: PERSONNEL RULES, PAY PLANS, AND  
POSITION CLASSIFICATIONS

CHAPTER I: DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

PART 310  
PAY PLAN

SUBPART A: NARRATIVE

Section	
310.20	Policy and Responsibilities
310.30	Jurisdiction
310.40	Pay Schedules
310.45	Comparison of Pay Grades or Salary Ranges Assigned to Classifications
310.47	In-Hiring Rate
310.50	Definitions
310.60	Conversion of Base Salary to Pay Period Units
310.70	Conversion of Base Salary to Daily or Hourly Equivalents
310.80	Increases in Pay
310.90	Decreases in Pay
310.100	Other Pay Provisions
310.110	Implementation of Pay Plan Changes (Repealed)
310.120	Interpretation and Application of Pay Plan
310.130	Effective Date
310.140	Reinstitution of Within Grade Salary Increases (Repealed)
310.150	Fiscal Year 1985 Pay Changes in Schedule of Salary Grades, effective July 1, 1984 (Repealed)

SUBPART B: SCHEDULE OF RATES

Section	
310.205	Introduction
310.210	Prevailing Rate
310.220	Negotiated Rate
310.230	Part-Time Daily or Hourly Special Services Rate (Repealed)
310.240	Daily or Hourly Rate Conversion
310.250	Member, Patient and Inmate Rate
310.260	Trainee Rate

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310.270	Legislated Rate
310.280	Designated Rate
310.290	Out-of-State Rate (Repealed)
310.295	Foreign Service Rate (Repealed)
310.300	Educator Schedule for RC-063 and HR-010
310.310	Physician Specialist Rate
310.320	Annual Compensation Ranges for Executive Director and Assistant Executive Director, State Board of Elections (Repealed)
310.330	Excluded Classes Rate (Repealed)

## SUBPART C: MERIT COMPENSATION SYSTEM

Section	
310.410	Jurisdiction
310.415	Merit Compensation Salary Range Assignments
310.420	Objectives
310.430	Responsibilities
310.440	Merit Compensation Salary Schedule
310.450	Procedures for Determining Annual Merit Increases and Bonuses
310.455	Intermittent Merit Increase (Repealed)
310.456	Merit Zone (Repealed)
310.460	Other Pay Increases
310.470	Adjustment
310.480	Decreases in Pay
310.490	Other Pay Provisions
310.495	Broad-Band Pay Range Classes
310.500	Definitions
310.510	Conversion of Base Salary to Pay Period Units (Repealed)
310.520	Conversion of Base Salary to Daily or Hourly Equivalent
310.530	Implementation
310.540	Annual Merit Increase and Bonus Guidechart
310.550	Fiscal Year 1985 Pay Changes in Merit Compensation System, effective July 1, 1984 (Repealed)

SUBPART D: FROZEN NEGOTIATED-RATES-OF-PAY DUE TO  
 FISCAL YEAR ~~2012~~ APPROPRIATIONS AND EXPIRED SALARY SCHEDULES IN  
COLLECTIVE BARGAINING UNIT AGREEMENTS

Section

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310.600	Jurisdiction
310.610	Pay Schedules
310.620	In-Hiring Rate
310.630	Definitions
310.640	Increases in Pay
310.650	Other Pay Provisions
310.660	Effective Date
310.670	Negotiated Rate
310.680	Trainee Rate
310.690	Educator Schedule for Frozen RC-063 and Frozen HR-010
310.APPENDIX A	Negotiated Rates of Pay
310.TABLE A	RC-104 (Conservation Police Supervisors, Laborers' – ISEA Local #2002)
310.TABLE B	VR-706 (Assistant Automotive Shop Supervisors, Automotive Shop Supervisors and Meat and Poultry Inspector Supervisors, Laborers' – ISEA Local #2002)
310.TABLE C	RC-056 (Site Superintendents and Veterans' Affairs, Natural Resources, Human Services, Historic Preservation Agency and Agriculture Managers, IFPE)
310.TABLE D	HR-001 (Teamsters Local #700)
310.TABLE E	RC-020 (Teamsters Local #330)
310.TABLE F	RC-019 (Teamsters Local #25)
310.TABLE G	RC-045 (Automotive Mechanics, IFPE)
310.TABLE H	RC-006 (Corrections Employees, AFSCME)
310.TABLE I	RC-009 (Institutional Employees, AFSCME)
310.TABLE J	RC-014 (Clerical Employees, AFSCME)
310.TABLE K	RC-023 (Registered Nurses, INA)
310.TABLE L	RC-008 (Boilermakers)
310.TABLE M	RC-110 (Conservation Police Lodge)
310.TABLE N	RC-010 (Professional Legal Unit, AFSCME)
310.TABLE O	RC-028 (Paraprofessional Human Services Employees, AFSCME)
310.TABLE P	RC-029 (Paraprofessional Investigatory and Law Enforcement Employees, IFPE)
310.TABLE Q	RC-033 (Meat Inspectors, IFPE)
310.TABLE R	RC-042 (Residual Maintenance Workers, AFSCME)
310.TABLE S	VR-704 ( <a href="#">Departments of</a> Corrections, Financial and Professional Regulation, Juvenile Justice and State Police Supervisors, Laborers' – ISEA Local #2002)

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310.TABLE T	HR-010 (Teachers of Deaf, IFT)
310.TABLE U	HR-010 (Teachers of Deaf, Extracurricular Paid Activities)
310.TABLE V	CU-500 (Corrections Meet and Confer Employees)
310.TABLE W	RC-062 (Technical Employees, AFSCME)
310.TABLE X	RC-063 (Professional Employees, AFSCME)
310.TABLE Y	RC-063 (Educators, AFSCME)
310.TABLE Z	RC-063 (Physicians, AFSCME)
310.TABLE AA	NR-916 (Departments of Central Management Services, Natural Resources and Transportation, Teamsters)
310.TABLE AB	RC-150 (Public Service Administrators Option 6, AFSCME)
310.TABLE AC	RC-036 (Public Service Administrators Option 8L Department of Healthcare and Family Services, INA)
310.TABLE AD	RC-184 (Public Service Administrators Option 8X Department of Natural Resources, SEIU Local 73)
310.TABLE AE	RC-090 (Internal Security Investigators, Metropolitan Alliance of Police Chapter 294)
310.APPENDIX B	Frozen Negotiated-Rates-of-Pay
310.TABLE A	Frozen RC-104-Rates-of-Pay (Conservation Police Supervisors, Laborers' – ISEA Local #2002)
310.TABLE C	Frozen RC-056-Rates-of-Pay (Site Superintendents and Veterans' Affairs, Natural Resources, Human Services, Historic Preservation Agency and Agriculture Managers, IFPE)
310.TABLE H	Frozen RC-006-Rates-of-Pay (Corrections Employees, AFSCME)
310.TABLE I	Frozen RC-009-Rates-of-Pay (Institutional Employees, AFSCME)
310.TABLE J	Frozen RC-014-Rates-of-Pay (Clerical Employees, AFSCME)
310.TABLE K	Frozen RC-023-Rates-of-Pay (Registered Nurses, INA)
310.TABLE M	Frozen RC-110-Rates-of-Pay (Conservation Police Lodge)
310.TABLE N	Frozen RC-010 (Professional Legal Unit, AFSCME)
310.TABLE O	Frozen RC-028-Rates-of-Pay (Paraprofessional Human Services Employees, AFSCME)
310.TABLE P	Frozen RC-029-Rates-of-Pay (Paraprofessional Investigatory and Law Enforcement Employees, IFPE)
310.TABLE R	Frozen RC-042-Rates-of-Pay (Residual Maintenance Workers, AFSCME)
310.TABLE S	Frozen VR-704-Rates-of-Pay ( <a href="#">Departments of</a> Corrections, Financial and Professional Regulation, Juvenile Justice and State Police Supervisors, Laborers' – ISEA Local #2002)
310.TABLE T	Frozen HR-010-Rates-of-Pay (Teachers of Deaf, IFT)
310.TABLE V	Frozen CU-500-Rates-of-Pay (Corrections Meet and Confer

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	Employees)
310.TABLE W	Frozen RC-062-Rates-of-Pay (Technical Employees, AFSCME)
310.TABLE X	Frozen RC-063-Rates-of-Pay (Professional Employees, AFSCME)
310.TABLE Y	Frozen RC-063-Rates-of-Pay (Educators, AFSCME)
310.TABLE Z	Frozen RC-063-Rates-of-Pay (Physicians, AFSCME)
310.TABLE AB	Frozen RC-150-Rates-of-Pay (Public Service Administrators Option 6, AFSCME)
310.TABLE AD	Frozen RC-184-Rates-of-Pay (Public Service Administrators Option 8X Department of Natural Resources, SEIU Local 73)
310.TABLE AE	Frozen RC-090-Rates-of-Pay (Internal Security Investigators, Metropolitan Alliance of Police Chapter 294)
310.APPENDIX C	Medical Administrator Rates (Repealed)
310.APPENDIX D	Merit Compensation System Salary Schedule
310.APPENDIX E	Teaching Salary Schedule (Repealed)
310.APPENDIX F	Physician and Physician Specialist Salary Schedule (Repealed)
310.APPENDIX G	Broad-Band Pay Range Classes Salary Schedule

AUTHORITY: Implementing and authorized by Sections 8 and 8a of the Personnel Code [20 ILCS 415/8 and 8a].

SOURCE: Filed June 28, 1967; codified at 8 Ill. Reg. 1558; emergency amendment at 8 Ill. Reg. 1990, effective January 31, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 2440, effective February 15, 1984; emergency amendment at 8 Ill. Reg. 3348, effective March 5, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 4249, effective March 16, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 5704, effective April 16, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 7290, effective May 11, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 11299, effective June 25, 1984; emergency amendment at 8 Ill. Reg. 12616, effective July 1, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 15007, effective August 6, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 15367, effective August 13, 1984; emergency amendment at 8 Ill. Reg. 21310, effective October 10, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 21544, effective October 24, 1984; amended at 8 Ill. Reg. 22844, effective November 14, 1984; emergency amendment at 9 Ill. Reg. 1134, effective January 16, 1985, for a maximum of 150 days; amended at 9 Ill. Reg. 1320, effective January 23, 1985; amended at 9 Ill. Reg. 3681, effective March 12, 1985; emergency amendment at 9 Ill. Reg. 4163, effective March 15, 1985, for a maximum of 150 days; emergency amendment at 9 Ill. Reg. 9231, effective May 31, 1985, for a maximum of 150 days; amended at 9 Ill. Reg. 9420, effective June 7, 1985; amended at 9 Ill. Reg. 10663, effective July 1, 1985; emergency amendment at 9 Ill. Reg. 15043, effective September 24, 1985, for a maximum of 150 days; amended at 10 Ill. Reg. 3230, effective

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January 24, 1986; preemptory amendment at 10 Ill. Reg. 3325, effective January 22, 1986; emergency amendment at 10 Ill. Reg. 8904, effective May 13, 1986, for a maximum of 150 days; preemptory amendment at 10 Ill. Reg. 8928, effective May 13, 1986; emergency amendment at 10 Ill. Reg. 12090, effective June 30, 1986, for a maximum of 150 days; preemptory amendment at 10 Ill. Reg. 13675, effective July 31, 1986; preemptory amendment at 10 Ill. Reg. 14867, effective August 26, 1986; amended at 10 Ill. Reg. 15567, effective September 17, 1986; emergency amendment at 10 Ill. Reg. 17765, effective September 30, 1986, for a maximum of 150 days; preemptory amendment at 10 Ill. Reg. 19132, effective October 28, 1986; preemptory amendment at 10 Ill. Reg. 21097, effective December 9, 1986; amended at 11 Ill. Reg. 648, effective December 22, 1986; preemptory amendment at 11 Ill. Reg. 3363, effective February 3, 1987; preemptory amendment at 11 Ill. Reg. 4388, effective February 27, 1987; preemptory amendment at 11 Ill. Reg. 6291, effective March 23, 1987; amended at 11 Ill. Reg. 5901, effective March 24, 1987; emergency amendment at 11 Ill. Reg. 8787, effective April 15, 1987, for a maximum of 150 days; emergency amendment at 11 Ill. Reg. 11830, effective July 1, 1987, for a maximum of 150 days; preemptory amendment at 11 Ill. Reg. 13675, effective July 29, 1987; amended at 11 Ill. Reg. 14984, effective August 27, 1987; preemptory amendment at 11 Ill. Reg. 15273, effective September 1, 1987; preemptory amendment at 11 Ill. Reg. 17919, effective October 19, 1987; preemptory amendment at 11 Ill. Reg. 19812, effective November 19, 1987; emergency amendment at 11 Ill. Reg. 20664, effective December 4, 1987, for a maximum of 150 days; amended at 11 Ill. Reg. 20778, effective December 11, 1987; preemptory amendment at 12 Ill. Reg. 3811, effective January 27, 1988; preemptory amendment at 12 Ill. Reg. 5459, effective March 3, 1988; amended at 12 Ill. Reg. 6073, effective March 21, 1988; emergency amendment at 12 Ill. Reg. 7734, effective April 15, 1988, for a maximum of 150 days; preemptory amendment at 12 Ill. Reg. 7783, effective April 14, 1988; preemptory amendment at 12 Ill. Reg. 8135, effective April 22, 1988; preemptory amendment at 12 Ill. Reg. 9745, effective May 23, 1988; emergency amendment at 12 Ill. Reg. 11778, effective July 1, 1988, for a maximum of 150 days; emergency amendment at 12 Ill. Reg. 12895, effective July 18, 1988, for a maximum of 150 days; preemptory amendment at 12 Ill. Reg. 13306, effective July 27, 1988; corrected at 12 Ill. Reg. 13359; amended at 12 Ill. Reg. 14630, effective September 6, 1988; amended at 12 Ill. Reg. 20449, effective November 28, 1988; preemptory amendment at 12 Ill. Reg. 20584, effective November 28, 1988; preemptory amendment at 13 Ill. Reg. 8080, effective May 10, 1989; amended at 13 Ill. Reg. 8849, effective May 30, 1989; preemptory amendment at 13 Ill. Reg. 8970, effective May 26, 1989; emergency amendment at 13 Ill. Reg. 10967, effective June 20, 1989, for a maximum of 150 days; emergency amendment expired November 17, 1989; amended at 13 Ill. Reg. 11451, effective June 28, 1989; emergency amendment at 13 Ill. Reg. 11854, effective July 1, 1989, for a maximum of 150 days; corrected at 13 Ill. Reg. 12647; preemptory amendment at 13 Ill. Reg. 12887, effective July 24, 1989; amended at 13 Ill. Reg. 16950, effective October 20, 1989; amended at 13 Ill. Reg. 19221, effective December 12, 1989; amended at 14 Ill. Reg. 615, effective January 2, 1990; preemptory

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amendment at 14 Ill. Reg. 1627, effective January 11, 1990; amended at 14 Ill. Reg. 4455, effective March 12, 1990; peremptory amendment at 14 Ill. Reg. 7652, effective May 7, 1990; amended at 14 Ill. Reg. 10002, effective June 11, 1990; emergency amendment at 14 Ill. Reg. 11330, effective June 29, 1990, for a maximum of 150 days; amended at 14 Ill. Reg. 14361, effective August 24, 1990; emergency amendment at 14 Ill. Reg. 15570, effective September 11, 1990, for a maximum of 150 days; emergency amendment expired February 8, 1991; corrected at 14 Ill. Reg. 16092; peremptory amendment at 14 Ill. Reg. 17098, effective September 26, 1990; amended at 14 Ill. Reg. 17189, effective October 2, 1990; amended at 14 Ill. Reg. 17189, effective October 19, 1990; amended at 14 Ill. Reg. 18719, effective November 13, 1990; peremptory amendment at 14 Ill. Reg. 18854, effective November 13, 1990; peremptory amendment at 15 Ill. Reg. 663, effective January 7, 1991; amended at 15 Ill. Reg. 3296, effective February 14, 1991; amended at 15 Ill. Reg. 4401, effective March 11, 1991; peremptory amendment at 15 Ill. Reg. 5100, effective March 20, 1991; peremptory amendment at 15 Ill. Reg. 5465, effective April 2, 1991; emergency amendment at 15 Ill. Reg. 10485, effective July 1, 1991, for a maximum of 150 days; amended at 15 Ill. Reg. 11080, effective July 19, 1991; amended at 15 Ill. Reg. 13080, effective August 21, 1991; amended at 15 Ill. Reg. 14210, effective September 23, 1991; emergency amendment at 16 Ill. Reg. 711, effective December 26, 1991, for a maximum of 150 days; amended at 16 Ill. Reg. 3450, effective February 20, 1992; peremptory amendment at 16 Ill. Reg. 5068, effective March 11, 1992; peremptory amendment at 16 Ill. Reg. 7056, effective April 20, 1992; emergency amendment at 16 Ill. Reg. 8239, effective May 19, 1992, for a maximum of 150 days; amended at 16 Ill. Reg. 8382, effective May 26, 1992; emergency amendment at 16 Ill. Reg. 13950, effective August 19, 1992, for a maximum of 150 days; emergency amendment at 16 Ill. Reg. 14452, effective September 4, 1992, for a maximum of 150 days; amended at 17 Ill. Reg. 238, effective December 23, 1992; peremptory amendment at 17 Ill. Reg. 498, effective December 18, 1992; amended at 17 Ill. Reg. 590, effective January 4, 1993; amended at 17 Ill. Reg. 1819, effective February 2, 1993; amended at 17 Ill. Reg. 6441, effective April 8, 1993; emergency amendment at 17 Ill. Reg. 12900, effective July 22, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 13409, effective July 29, 1993; emergency amendment at 17 Ill. Reg. 13789, effective August 9, 1993, for a maximum of 150 days; emergency amendment at 17 Ill. Reg. 14666, effective August 26, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 19103, effective October 25, 1993; emergency amendment at 17 Ill. Reg. 21858, effective December 1, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 22514, effective December 15, 1993; amended at 18 Ill. Reg. 227, effective December 17, 1993; amended at 18 Ill. Reg. 1107, effective January 18, 1994; amended at 18 Ill. Reg. 5146, effective March 21, 1994; peremptory amendment at 18 Ill. Reg. 9562, effective June 13, 1994; emergency amendment at 18 Ill. Reg. 11299, effective July 1, 1994, for a maximum of 150 days; peremptory amendment at 18 Ill. Reg. 13476, effective August 17, 1994; emergency amendment at 18 Ill. Reg. 14417, effective September 9, 1994, for a maximum of 150 days; amended at 18 Ill. Reg. 16545, effective October 31, 1994; peremptory amendment

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at 18 Ill. Reg. 16708, effective October 28, 1994; amended at 18 Ill. Reg. 17191, effective November 21, 1994; amended at 19 Ill. Reg. 1024, effective January 24, 1995; preemptory amendment at 19 Ill. Reg. 2481, effective February 17, 1995; preemptory amendment at 19 Ill. Reg. 3073, effective February 17, 1995; amended at 19 Ill. Reg. 3456, effective March 7, 1995; preemptory amendment at 19 Ill. Reg. 5145, effective March 14, 1995; amended at 19 Ill. Reg. 6452, effective May 2, 1995; preemptory amendment at 19 Ill. Reg. 6688, effective May 1, 1995; amended at 19 Ill. Reg. 7841, effective June 1, 1995; amended at 19 Ill. Reg. 8156, effective June 12, 1995; amended at 19 Ill. Reg. 9096, effective June 27, 1995; emergency amendment at 19 Ill. Reg. 11954, effective August 1, 1995, for a maximum of 150 days; preemptory amendment at 19 Ill. Reg. 13979, effective September 19, 1995; preemptory amendment at 19 Ill. Reg. 15103, effective October 12, 1995; amended at 19 Ill. Reg. 16160, effective November 28, 1995; amended at 20 Ill. Reg. 308, effective December 22, 1995; emergency amendment at 20 Ill. Reg. 4060, effective February 27, 1996, for a maximum of 150 days; preemptory amendment at 20 Ill. Reg. 6334, effective April 22, 1996; preemptory amendment at 20 Ill. Reg. 7434, effective May 14, 1996; amended at 20 Ill. Reg. 8301, effective June 11, 1996; amended at 20 Ill. Reg. 8657, effective June 20, 1996; amended at 20 Ill. Reg. 9006, effective June 26, 1996; amended at 20 Ill. Reg. 9925, effective July 10, 1996; emergency amendment at 20 Ill. Reg. 10213, effective July 15, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 10841, effective August 5, 1996; preemptory amendment at 20 Ill. Reg. 13408, effective September 24, 1996; amended at 20 Ill. Reg. 15018, effective November 7, 1996; preemptory amendment at 20 Ill. Reg. 15092, effective November 7, 1996; emergency amendment at 21 Ill. Reg. 1023, effective January 6, 1997, for a maximum of 150 days; amended at 21 Ill. Reg. 1629, effective January 22, 1997; amended at 21 Ill. Reg. 5144, effective April 15, 1997; amended at 21 Ill. Reg. 6444, effective May 15, 1997; amended at 21 Ill. Reg. 7118, effective June 3, 1997; emergency amendment at 21 Ill. Reg. 10061, effective July 21, 1997, for a maximum of 150 days; emergency amendment at 21 Ill. Reg. 12859, effective September 8, 1997, for a maximum of 150 days; preemptory amendment at 21 Ill. Reg. 14267, effective October 14, 1997; preemptory amendment at 21 Ill. Reg. 14589, effective October 15, 1997; preemptory amendment at 21 Ill. Reg. 15030, effective November 10, 1997; amended at 21 Ill. Reg. 16344, effective December 9, 1997; preemptory amendment at 21 Ill. Reg. 16465, effective December 4, 1997; preemptory amendment at 21 Ill. Reg. 17167, effective December 9, 1997; preemptory amendment at 22 Ill. Reg. 1593, effective December 22, 1997; amended at 22 Ill. Reg. 2580, effective January 14, 1998; preemptory amendment at 22 Ill. Reg. 4326, effective February 13, 1998; preemptory amendment at 22 Ill. Reg. 5108, effective February 26, 1998; preemptory amendment at 22 Ill. Reg. 5749, effective March 3, 1998; amended at 22 Ill. Reg. 6204, effective March 12, 1998; preemptory amendment at 22 Ill. Reg. 7053, effective April 1, 1998; preemptory amendment at 22 Ill. Reg. 7320, effective April 10, 1998; preemptory amendment at 22 Ill. Reg. 7692, effective April 20, 1998; emergency amendment at 22 Ill. Reg. 12607, effective July 2, 1998, for a maximum of 150 days; preemptory amendment at 22 Ill. Reg. 15489, effective August 7, 1998;

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amended at 22 Ill. Reg. 16158, effective August 31, 1998; preemptory amendment at 22 Ill. Reg. 19105, effective September 30, 1998; preemptory amendment at 22 Ill. Reg. 19943, effective October 27, 1998; preemptory amendment at 22 Ill. Reg. 20406, effective November 5, 1998; amended at 22 Ill. Reg. 20581, effective November 16, 1998; amended at 23 Ill. Reg. 664, effective January 1, 1999; preemptory amendment at 23 Ill. Reg. 730, effective December 29, 1998; emergency amendment at 23 Ill. Reg. 6533, effective May 10, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 7065, effective June 3, 1999; emergency amendment at 23 Ill. Reg. 8169, effective July 1, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 11020, effective August 26, 1999; amended at 23 Ill. Reg. 12429, effective September 21, 1999; preemptory amendment at 23 Ill. Reg. 12493, effective September 23, 1999; amended at 23 Ill. Reg. 12604, effective September 24, 1999; amended at 23 Ill. Reg. 13053, effective September 27, 1999; preemptory amendment at 23 Ill. Reg. 13132, effective October 1, 1999; amended at 23 Ill. Reg. 13570, effective October 26, 1999; amended at 23 Ill. Reg. 14020, effective November 15, 1999; amended at 24 Ill. Reg. 1025, effective January 7, 2000; preemptory amendment at 24 Ill. Reg. 3399, effective February 3, 2000; amended at 24 Ill. Reg. 3537, effective February 18, 2000; amended at 24 Ill. Reg. 6874, effective April 21, 2000; amended at 24 Ill. Reg. 7956, effective May 23, 2000; emergency amendment at 24 Ill. Reg. 10328, effective July 1, 2000, for a maximum of 150 days; emergency expired November 27, 2000; preemptory amendment at 24 Ill. Reg. 10767, effective July 3, 2000; amended at 24 Ill. Reg. 13384, effective August 17, 2000; preemptory amendment at 24 Ill. Reg. 14460, effective September 14, 2000; preemptory amendment at 24 Ill. Reg. 16700, effective October 30, 2000; preemptory amendment at 24 Ill. Reg. 17600, effective November 16, 2000; amended at 24 Ill. Reg. 18058, effective December 4, 2000; preemptory amendment at 24 Ill. Reg. 18444, effective December 1, 2000; amended at 25 Ill. Reg. 811, effective January 4, 2001; amended at 25 Ill. Reg. 2389, effective January 22, 2001; amended at 25 Ill. Reg. 4552, effective March 14, 2001; preemptory amendment at 25 Ill. Reg. 5067, effective March 21, 2001; amended at 25 Ill. Reg. 5618, effective April 4, 2001; amended at 25 Ill. Reg. 6655, effective May 11, 2001; amended at 25 Ill. Reg. 7151, effective May 25, 2001; preemptory amendment at 25 Ill. Reg. 8009, effective June 14, 2001; emergency amendment at 25 Ill. Reg. 9336, effective July 3, 2001, for a maximum of 150 days; amended at 25 Ill. Reg. 9846, effective July 23, 2001; amended at 25 Ill. Reg. 12087, effective September 6, 2001; amended at 25 Ill. Reg. 15560, effective November 20, 2001; preemptory amendment at 25 Ill. Reg. 15671, effective November 15, 2001; amended at 25 Ill. Reg. 15974, effective November 28, 2001; emergency amendment at 26 Ill. Reg. 223, effective December 21, 2001, for a maximum of 150 days; amended at 26 Ill. Reg. 1143, effective January 17, 2002; amended at 26 Ill. Reg. 4127, effective March 5, 2002; preemptory amendment at 26 Ill. Reg. 4963, effective March 15, 2002; amended at 26 Ill. Reg. 6235, effective April 16, 2002; emergency amendment at 26 Ill. Reg. 7314, effective April 29, 2002, for a maximum of 150 days; amended at 26 Ill. Reg. 10425, effective July 1, 2002; emergency amendment at 26 Ill. Reg. 10952, effective July 1, 2002, for a maximum of 150 days; amended at 26 Ill. Reg. 13934,

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effective September 10, 2002; amended at 26 Ill. Reg. 14965, effective October 7, 2002; emergency amendment at 26 Ill. Reg. 16583, effective October 24, 2002, for a maximum of 150 days; emergency expired March 22, 2003; preemptory amendment at 26 Ill. Reg. 17280, effective November 18, 2002; amended at 26 Ill. Reg. 17374, effective November 25, 2002; amended at 26 Ill. Reg. 17987, effective December 9, 2002; amended at 27 Ill. Reg. 3261, effective February 11, 2003; expedited correction at 28 Ill. Reg. 6151, effective February 11, 2003; amended at 27 Ill. Reg. 8855, effective May 15, 2003; amended at 27 Ill. Reg. 9114, effective May 27, 2003; emergency amendment at 27 Ill. Reg. 10442, effective July 1, 2003, for a maximum of 150 days; emergency expired November 27, 2003; preemptory amendment at 27 Ill. Reg. 17433, effective November 7, 2003; amended at 27 Ill. Reg. 18560, effective December 1, 2003; preemptory amendment at 28 Ill. Reg. 1441, effective January 9, 2004; amended at 28 Ill. Reg. 2684, effective January 22, 2004; amended at 28 Ill. Reg. 6879, effective April 30, 2004; preemptory amendment at 28 Ill. Reg. 7323, effective May 10, 2004; amended at 28 Ill. Reg. 8842, effective June 11, 2004; preemptory amendment at 28 Ill. Reg. 9717, effective June 28, 2004; amended at 28 Ill. Reg. 12585, effective August 27, 2004; preemptory amendment at 28 Ill. Reg. 13011, effective September 8, 2004; preemptory amendment at 28 Ill. Reg. 13247, effective September 20, 2004; preemptory amendment at 28 Ill. Reg. 13656, effective September 27, 2004; emergency amendment at 28 Ill. Reg. 14174, effective October 15, 2004, for a maximum of 150 days; emergency expired March 13, 2005; preemptory amendment at 28 Ill. Reg. 14689, effective October 22, 2004; preemptory amendment at 28 Ill. Reg. 15336, effective November 15, 2004; preemptory amendment at 28 Ill. Reg. 16513, effective December 9, 2004; preemptory amendment at 29 Ill. Reg. 726, effective December 15, 2004; amended at 29 Ill. Reg. 1166, effective January 7, 2005; preemptory amendment at 29 Ill. Reg. 1385, effective January 4, 2005; preemptory amendment at 29 Ill. Reg. 1559, effective January 11, 2005; preemptory amendment at 29 Ill. Reg. 2050, effective January 19, 2005; preemptory amendment at 29 Ill. Reg. 4125, effective February 23, 2005; amended at 29 Ill. Reg. 5375, effective April 4, 2005; preemptory amendment at 29 Ill. Reg. 6105, effective April 14, 2005; preemptory amendment at 29 Ill. Reg. 7217, effective May 6, 2005; preemptory amendment at 29 Ill. Reg. 7840, effective May 10, 2005; amended at 29 Ill. Reg. 8110, effective May 23, 2005; preemptory amendment at 29 Ill. Reg. 8214, effective May 23, 2005; preemptory amendment at 29 Ill. Reg. 8418, effective June 1, 2005; amended at 29 Ill. Reg. 9319, effective July 1, 2005; preemptory amendment at 29 Ill. Reg. 12076, effective July 15, 2005; preemptory amendment at 29 Ill. Reg. 13265, effective August 11, 2005; amended at 29 Ill. Reg. 13540, effective August 22, 2005; preemptory amendment at 29 Ill. Reg. 14098, effective September 2, 2005; amended at 29 Ill. Reg. 14166, effective September 9, 2005; amended at 29 Ill. Reg. 19551, effective November 21, 2005; emergency amendment at 29 Ill. Reg. 20554, effective December 2, 2005, for a maximum of 150 days; preemptory amendment at 29 Ill. Reg. 20693, effective December 12, 2005; preemptory amendment at 30 Ill. Reg. 623, effective December 28, 2005; preemptory amendment at 30 Ill. Reg. 1382, effective January 13, 2006; amended at 30 Ill. Reg. 2289, effective February 6, 2006;

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peremptory amendment at 30 Ill. Reg. 4157, effective February 22, 2006; peremptory amendment at 30 Ill. Reg. 5687, effective March 7, 2006; peremptory amendment at 30 Ill. Reg. 6409, effective March 30, 2006; amended at 30 Ill. Reg. 7857, effective April 17, 2006; amended at 30 Ill. Reg. 9438, effective May 15, 2006; peremptory amendment at 30 Ill. Reg. 10153, effective May 18, 2006; peremptory amendment at 30 Ill. Reg. 10508, effective June 1, 2006; amended at 30 Ill. Reg. 11336, effective July 1, 2006; emergency amendment at 30 Ill. Reg. 12340, effective July 1, 2006, for a maximum of 150 days; peremptory amendment at 30 Ill. Reg. 12418, effective July 1, 2006; amended at 30 Ill. Reg. 12761, effective July 17, 2006; peremptory amendment at 30 Ill. Reg. 13547, effective August 1, 2006; peremptory amendment at 30 Ill. Reg. 15059, effective September 5, 2006; peremptory amendment at 30 Ill. Reg. 16439, effective September 27, 2006; emergency amendment at 30 Ill. Reg. 16626, effective October 3, 2006, for a maximum of 150 days; peremptory amendment at 30 Ill. Reg. 17603, effective October 20, 2006; amended at 30 Ill. Reg. 18610, effective November 20, 2006; peremptory amendment at 30 Ill. Reg. 18823, effective November 21, 2006; peremptory amendment at 31 Ill. Reg. 230, effective December 20, 2006; emergency amendment at 31 Ill. Reg. 1483, effective January 1, 2007, for a maximum of 150 days; peremptory amendment at 31 Ill. Reg. 2485, effective January 17, 2007; peremptory amendment at 31 Ill. Reg. 4445, effective February 28, 2007; amended at 31 Ill. Reg. 4982, effective March 15, 2007; peremptory amendment at 31 Ill. Reg. 7338, effective May 3, 2007; amended at 31 Ill. Reg. 8901, effective July 1, 2007; emergency amendment at 31 Ill. Reg. 10056, effective July 1, 2007, for a maximum of 150 days; peremptory amendment at 31 Ill. Reg. 10496, effective July 6, 2007; peremptory amendment at 31 Ill. Reg. 12335, effective August 9, 2007; emergency amendment at 31 Ill. Reg. 12608, effective August 16, 2007, for a maximum of 150 days; emergency amendment at 31 Ill. Reg. 13220, effective August 30, 2007, for a maximum of 150 days; peremptory amendment at 31 Ill. Reg. 13357, effective August 29, 2007; amended at 31 Ill. Reg. 13981, effective September 21, 2007; peremptory amendment at 31 Ill. Reg. 14331, effective October 1, 2007; amended at 31 Ill. Reg. 16094, effective November 20, 2007; amended at 31 Ill. Reg. 16792, effective December 13, 2007; peremptory amendment at 32 Ill. Reg. 598, effective December 27, 2007; amended at 32 Ill. Reg. 1082, effective January 11, 2008; peremptory amendment at 32 Ill. Reg. 3095, effective February 13, 2008; peremptory amendment at 32 Ill. Reg. 6097, effective March 25, 2008; peremptory amendment at 32 Ill. Reg. 7154, effective April 17, 2008; expedited correction at 32 Ill. Reg. 9747, effective April 17, 2008; peremptory amendment at 32 Ill. Reg. 9360, effective June 13, 2008; amended at 32 Ill. Reg. 9881, effective July 1, 2008; peremptory amendment at 32 Ill. Reg. 12065, effective July 9, 2008; peremptory amendment at 32 Ill. Reg. 13861, effective August 8, 2008; peremptory amendment at 32 Ill. Reg. 16591, effective September 24, 2008; peremptory amendment at 32 Ill. Reg. 16872, effective October 3, 2008; peremptory amendment at 32 Ill. Reg. 18324, effective November 14, 2008; peremptory amendment at 33 Ill. Reg. 98, effective December 19, 2008; amended at 33 Ill. Reg. 2148, effective January 26, 2009; peremptory amendment at 33 Ill. Reg. 3530, effective February 6,

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2009; preemptory amendment at 33 Ill. Reg. 4202, effective February 26, 2009; preemptory amendment at 33 Ill. Reg. 5501, effective March 25, 2009; preemptory amendment at 33 Ill. Reg. 6354, effective April 15, 2009; preemptory amendment at 33 Ill. Reg. 6724, effective May 1, 2009; preemptory amendment at 33 Ill. Reg. 9138, effective June 12, 2009; emergency amendment at 33 Ill. Reg. 9432, effective July 1, 2009, for a maximum of 150 days; amended at 33 Ill. Reg. 10211, effective July 1, 2009; preemptory amendment at 33 Ill. Reg. 10823, effective July 2, 2009; preemptory amendment at 33 Ill. Reg. 11082, effective July 10, 2009; preemptory amendment at 33 Ill. Reg. 11698, effective July 23, 2009; preemptory amendment at 33 Ill. Reg. 11895, effective July 31, 2009; preemptory amendment at 33 Ill. Reg. 12872, effective September 3, 2009; amended at 33 Ill. Reg. 14944, effective October 26, 2009; preemptory amendment at 33 Ill. Reg. 16598, effective November 13, 2009; preemptory amendment at 34 Ill. Reg. 305, effective December 18, 2009; emergency amendment at 34 Ill. Reg. 957, effective January 1, 2010, for a maximum of 150 days; preemptory amendment at 34 Ill. Reg. 1425, effective January 5, 2010; preemptory amendment at 34 Ill. Reg. 3684, effective March 5, 2010; preemptory amendment at 34 Ill. Reg. 5776, effective April 2, 2010; preemptory amendment at 34 Ill. Reg. 6214, effective April 16, 2010; amended at 34 Ill. Reg. 6583, effective April 30, 2010; preemptory amendment at 34 Ill. Reg. 7528, effective May 14, 2010; amended at 34 Ill. Reg. 7645, effective May 24, 2010; preemptory amendment at 34 Ill. Reg. 7947, effective May 26, 2010; preemptory amendment at 34 Ill. Reg. 8633, effective June 18, 2010; amended at 34 Ill. Reg. 9759, effective July 1, 2010; preemptory amendment at 34 Ill. Reg. 10536, effective July 9, 2010; preemptory amendment at 34 Ill. Reg. 11864, effective July 30, 2010; emergency amendment at 34 Ill. Reg. 12240, effective August 9, 2010, for a maximum of 150 days; preemptory amendment at 34 Ill. Reg. 13204, effective August 26, 2010; preemptory amendment at 34 Ill. Reg. 13657, effective September 8, 2010; preemptory amendment at 34 Ill. Reg. 15897, effective September 30, 2010; preemptory amendment at 34 Ill. Reg. 18912, effective November 15, 2010; preemptory amendment at 34 Ill. Reg. 19582, effective December 3, 2010; amended at 35 Ill. Reg. 765, effective December 30, 2010; emergency amendment at 35 Ill. Reg. 1092, effective January 1, 2011, for a maximum of 150 days; preemptory amendment at 35 Ill. Reg. 2465, effective January 19, 2011; preemptory amendment at 35 Ill. Reg. 3577, effective February 10, 2011; emergency amendment at 35 Ill. Reg. 4412, effective February 23, 2011, for a maximum of 150 days; preemptory amendment at 35 Ill. Reg. 4803, effective March 11, 2011; emergency amendment at 35 Ill. Reg. 5633, effective March 15, 2011, for a maximum of 150 days; preemptory amendment at 35 Ill. Reg. 5677, effective March 18, 2011; amended at 35 Ill. Reg. 8419, effective May 23, 2011; amended at 35 Ill. Reg. 11245, effective June 28, 2011; emergency amendment at 35 Ill. Reg. 11657, effective July 1, 2011, for a maximum of 150 days; emergency expired November 27, 2011; preemptory amendment at 35 Ill. Reg. 12119, effective June 29, 2011; preemptory amendment at 35 Ill. Reg. 13966, effective July 29, 2011; preemptory amendment at 35 Ill. Reg. 15178, effective August 29, 2011; emergency amendment at 35 Ill. Reg. 15605, effective September 16, 2011, for a maximum of 150 days; preemptory amendment

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at 35 Ill. Reg. 15640, effective September 15, 2011; preemptory amendment at 35 Ill. Reg. 19707, effective November 23, 2011; amended at 35 Ill. Reg. 20144, effective December 6, 2011; amended at 36 Ill. Reg. 153, effective December 22, 2011; preemptory amendment at 36 Ill. Reg. 564, effective December 29, 2011; preemptory amendment at 36 Ill. Reg. 3957, effective February 24, 2012; preemptory amendment at 36 Ill. Reg. 4158, effective March 5, 2012; preemptory amendment at 36 Ill. Reg. 4437, effective March 9, 2012; amended at 36 Ill. Reg. 4707, effective March 19, 2012; amended at 36 Ill. Reg. 8460, effective May 24, 2012; preemptory amendment at 36 Ill. Reg. 10518, effective June 27, 2012; emergency amendment at 36 Ill. Reg. 11222, effective July 1, 2012, for a maximum of 150 days; preemptory amendment at 36 Ill. Reg. 13680, effective August 15, 2012; preemptory amendment at 36 Ill. Reg. 13973, effective August 22, 2012; preemptory amendment at 36 Ill. Reg. 15498, effective October 16, 2012; amended at 36 Ill. Reg. 16213, effective November 1, 2012.

## SUBPART A: NARRATIVE

**Section 310.47 In-Hiring Rate**

- a) Use – No employee in a position in which the position and/or the employee meet the criteria of an in-hiring rate receives less than the in-hiring rate. The in-hiring rate is used when a candidate only meets the minimum requirements of the class specification upon entry to State service (Section 310.100(b)(1), 310.490(b)(1) or 310.495(b)(1)), when an employee moves to a vacant position (Section 310.45) or when an MS salary range is assigned to a Trainee Program (Section 310.415(b)).
- b) Request – An agency head may request in writing that the Director of Central Management Services approve an in-hiring rate. The rate is a Step or dollar amount depending on whether the classification title is assigned to a negotiated pay grade, merit compensation salary range or broad-band salary range. The rate may be for the classification title or limited within the classification title to the agency, facilities, counties or other criteria. The supporting justifications for the requested in-hiring rate and the limitations are included in the agency request. An effective date may be included in the request.
- c) Review – The Director of Central Management Services shall review the supporting justifications, the turnover rate, length of vacancies, and the currently filled positions for the classification title, and the market starting rates for similar classes, and consult with other agencies using the classification title.

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- d) Approval – The Director of Central Management Services indicates in writing the approved in-hiring rate and effective date, which is either the date requested by the agency or the beginning of the next pay period after the approval.
- e) Implementation – In the classification title or within the limitations of the classification title, an employee paid below the in-hiring rate receives the in-hiring rate on the approved effective date. The in-hiring rate remains in effect for any employee entering the title or the limits within the title until the title is abolished or an agency request to rescind the in-hiring rate is approved by the Director of Central Management Services.
- f) Approved In-Hiring Rates –
- 1) Assigned to a pay grade or salary range –

<b>Title</b>	<b>Pay Grade or Salary Range</b>	<b>Effective Date</b>	<b>In- Hiring Rate</b>
Accounting & Fiscal Administration Career Trainee	RC-062-12	January 1, 2008	Step 3
Actuarial Examiner Trainee	RC-062-13	January 1, 2008	Step 4
Civil Engineer I	RC-063-15	January 1, 2008	Step 2
Commerce Commission Police Officer Trainee	MS-10	January 1, 2008	\$2,943
Correctional Officer	RC-006-09	January 1, 2008	Step 2
Correctional Officer Trainee	RC-006-05	January 1, 2008	Step 4
Environmental Engineer I	RC-063-15	January 1, 2008	Step 2
Environmental Protection Engineer I	RC-063-15	January 1, 2008	Step 5
Environmental Protection Engineer II	RC-063-17	January 1, 2008	Step 4
Financial Institutions Examiner Trainee	RC-062-13	January 1, 2008	Step 2
Insurance Company Financial Examiner Trainee	RC-062-13	January 1, 2008	Step 4
Internal Auditor Trainee	MS-09	January 1, 2008	\$2,854
Revenue Special Agent Trainee	RC-062-14	January 1, 2008	Step 2
Terrorism Research Specialist	RC-062-14	January 1, 2008	Step 2

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

## Trainee

- 2) Assigned to a pay grade or salary range and based on the position's work location or employee's credential or residency –

<u>Title</u>	<u>Pay Grade or Salary Range</u>	<u>Location or Residency</u>	<u>Credential</u>	<u>Effective Date</u>	<u>In-Hiring Rate</u>
Civil Engineer Trainee	NR-916	None identified	Bachelor's degree in accredited civil engineering program	January 1, 2008	Add to minimum monthly rate \$40/quarter work experience up to 8
Civil Engineer Trainee	NR-916	None identified	Passed Engineering Intern exam	January 1, 2008	Add to minimum monthly rate \$60/month
Civil Engineer Trainee	NR-916	None identified	Master's degree	January 1, 2009	Add to minimum monthly rate \$60/month for each year experience up to two years
Clinical Psychology Associate	RC-063-18	None identified	Completed doctoral dissertation	February 1, 2008	Step 3
Engineering Technician I, II, III and IV	NR-916	None identified	Completed 2 years of college in civil	January 1, 2010	\$2,600

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			<del>engineering or job related technical/science curriculum (60 semester/90 quarter hours credit)</del>		
Engineering Technician I, II, III and IV	NR-916	None identified	Completed 2 years of college in civil engineering or job related technical/science curriculum (60 semester/90 quarter hours credit)	January 1, 2011	\$2,705
				<u>January 1, 2012</u>	<u>\$2,845</u>
<del>Engineering Technician I, II, III and IV</del>	<del>NR-916</del>	<del>None identified</del>	<del>Completed 3 years of college in areas other than civil engineering or job related technical/science curriculum (90 semester/135 quarter hours credit)</del>	<del>January 1, 2010</del>	<del>\$2,500</del>
Engineering Technician I, II, III and IV	NR-916	None identified	Completed 3 years of college in areas other than civil engineering or job related technical/science curriculum (90 semester/135 quarter hours credit)	January 1, 2011	\$2,600
				<u>January 1, 2012</u>	<u>\$2,730</u>

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quarter hours  
credit)

Engineering Technician I, II, III and IV	NR-916	None identified	Associate Degree from an accredited 2 year civil engineering technology program	January 1, 2010	\$2,720
Engineering Technician I, II, III and IV	NR-916	None identified	Associate Degree from an accredited 2 year civil engineering technology program	January 1, 2011 <u>January 1, 2012</u>	\$2,830 <u>\$2,975</u>
Engineering Technician I, II, III and IV	NR-916	None identified	Completed 3 years of college courses in civil engineering or job related technical/science curriculum (90 semester/135 quarter hours credit)	January 1, 2010	\$2,720
Engineering Technician I, II, III and IV	NR-916	None identified	Completed 3 years of college courses in civil engineering or job related technical/science curriculum (90 semester/135 quarter hours credit)	January 1, 2011 <u>January 1, 2012</u>	\$2,830 <u>\$2,975</u>

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Engineering Technician I, II, III and IV	NR-916	None identified	Completed 4 years of college courses in areas other than civil engineering or job related technical/science curriculum (120 semester/180 quarter hours credit)	January 1, 2010	\$2,600
Engineering Technician I, II, III and IV	NR-916	None identified	Completed 4 years of college courses in areas other than civil engineering or job related technical/science curriculum (120 semester/180 quarter hours credit)	January 1, 2011	\$2,705
				<u>January 1, 2012</u>	<u>\$2,845</u>
Engineering Technician I, II, III and IV	NR-916	None identified	Completed 4 years of college in civil engineering or job related technical/science curriculum (120 semester/180 quarter hours credit includes appointees from unaccredited engineering programs and those who have not yet obtained	January 1, 2010	\$2,830

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

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			<del>a degree)</del>		
Engineering Technician I, II, III and IV	NR-916	None identified	Completed 4 years of college in civil engineering or job related technical/science curriculum (120 semester/180 quarter hours credit includes appointees from unaccredited engineering programs and those who have not yet obtained a degree)	January 1, 2011	\$2,945
				<u>January 1, 2012</u>	<u>\$3,095</u>
<del>Engineering Technician I, II, III and IV</del>	<del>NR-916</del>	<del>None identified</del>	<del>Bachelor of Science Degree from an accredited 4 year program in civil engineering technology, industrial technology, and construction technology</del>	<del>January 1, 2010</del>	<del>\$3,210</del>
Engineering Technician I, II, III and IV	NR-916	None identified	Bachelor of Science Degree from an accredited 4 year program in civil engineering technology, industrial	January 1, 2011	\$3,340
				<u>January 1, 2012</u>	<u>\$3,510</u>

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			technology, and construction technology		
Forensic Scientist Trainee	RC-062- 15	None identified	Meets minimum class requirements	January 1, 2008	Step 2
Forensic Scientist Trainee	RC-062- 15	None identified	Completed Forensic Science Residency Program at the U of I – Chicago	January 1, 2008	Step 3
Information Services Intern	RC-063- 15	Work outside Cook County	Computer Science degree at 4-year college	January 1, 2008	Step 4
Information Services Intern	RC-063- 15	Work in Cook County	Computer Science degree at 4-year college	January 1, 2008	Step 6
Information Services Intern	RC-063- 15	Work outside Cook County	Computer Science degree at 2-year technical school	January 1, 2008	Step 2
Information Services Intern	RC-063- 15	Work in Cook County	Computer Science degree at 2-year technical school	January 1, 2008	Step 4
Information Services Intern	RC-063- 15	Work in Cook County	Non-Computer Science degree at 4-year college	January 1, 2008	Step 3
Information Services	RC-063- 17	Work in Cook	None identified beyond class	January 1, 2008	Step 2

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Specialist I		County	requirements		
Juvenile Justice Specialist	RC-006-14	None identified	Master's degree	September 1, 2008	Step 2
Juvenile Justice Specialist Intern	RC-006-11	None identified	Master's degree	September 1, 2008	Step 2
Meat & Poultry Inspector Trainee	RC-033	Work in Regions 1 and 6	None identified beyond class requirements	January 1, 2008	Step 3
Physician Specialist, Option C	RC-063-MD-C	Work in Singer, McFarland, Zeller, Choate, Chester, Alton, Murray, and Mabley facilities	None identified beyond class requirements	January 1, 2008	Step 5
Physician Specialist, Option D	RC-063-MD-D	Work in Singer, McFarland, Zeller, Choate, Chester, Alton, Murray, and Mabley facilities	None identified beyond class requirements	January 1, 2008	Step 5
Products & Standards Inspector Trainee	MS-09	Work in Cook, DuPage, Lake, Kane, and Will counties	None identified beyond class requirements	January 1, 2008	\$3,057

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Products & Standards Inspector Trainee	MS-09	Work in counties outside Cook, DuPage, Lake, Kane, and Will counties	None identified beyond class requirements	January 1, 2008	\$2,854
Revenue Auditor Trainee	RC-062- 12	Work in IL	None identified beyond class requirements	January 1, 2008	Step 5
Revenue Auditor Trainee	RC-062- 15	See Note in Appendix A Table W	None identified beyond class requirements	January 1, 2008	Step 5
Revenue Auditor Trainee	RC-062- 13	States other than IL and not assigned to RC-062-15	None identified beyond class requirements	January 1, 2008	Step 5
Security Therapy Aide Trainee	RC-009- 13	Work in Joliet Treatment and Detention Facility	None identified beyond class requirements	January 1, 2008	Step 5
Telecommunicator	RC-014- 12	Work in District 2	None identified beyond class requirements	January 1, 2008	Step 2
Telecommunicator Trainee	RC-014- 10	Work in Kane County	None identified beyond class requirements	January 1, 2008	Step 3

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

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Telecommunicator Trainee	RC-014- 10	Work in Cook County	None identified beyond class requirements	January 1, 2008	Step 7
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(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

**Section 310.80 Increases in Pay**

Except as otherwise provided for in this Section, for employees occupying positions in classes that are paid in conformance with the Schedule of Negotiated Rates (Appendix A) and without a negotiated provision in the currently effective bargaining unit agreement, increases shall be granted as follows and will become effective the first day of the pay period following the date of approval:

- a) Satisfactory Performance Increase –
  - 1) Each employee who has not attained Step 8 of the relevant pay grade, and whose level of performance has been at a satisfactory level of competence, shall be successively advanced in pay to the next higher step in the pay grade after one year of creditable service in the same class. Effective July 1, 2012, the satisfactory performance increases are suspended.
  - 2) A satisfactory performance increase shall become effective on the first day of the month within which the required period of creditable service is reached. Effective July 1, 2012, the satisfactory performance increases are suspended.
  - 3) No satisfactory performance increase may be given after the effective date of separation.
- b) Withholding Satisfactory Performance Increase – As an inducement toward attainment of satisfactory level of competence, satisfactory performance increases may be withheld from the employee who has not achieved a satisfactory level of performance. Such action must be supported by:
  - 1) A performance record showing less than satisfactory performance. This must be prepared by the appropriate supervisor, discussed with the employee and approved by the agency head prior to the date the increase would otherwise become effective. The performance record will not be

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invalidated by refusal of an employee to sign. In such cases, an explanatory comment shall be made on the record by the supervisor. This record will be preserved by the agency.

- 2) Notice of withholding of satisfactory performance increases to the Department of Central Management Services – It shall be reported upon completion of action required by subsection (b)(1), but not later than the submission of the payroll reflecting the denial of the increase.
- c) Redetermination – A satisfactory performance increase previously withheld shall be granted when the cause for withholding has been eliminated. Redetermination must be made at least annually. In such cases the increases will be effective the first day of the month following date of approval and will be preceded by the preparation and filing of a Performance Record within the agency indicating the attainment of satisfactory level of competence.
- d) Other Pay Increases –
  - 1) Promotion –
    - A) Standard Procedures –
      - i) From Other Than Step 8 – Normally, upon promotion, an employee shall be advanced to the lowest step in the targeted pay grade that represents at least a full step increase in the former pay grade.
      - ii) From Step 8 – The employee shall be paid at the lowest step rate in the targeted pay grade that results in an increase equal to at least the dollar difference between Step 7 and Step 8 in the former pay grade. To compute this, add the dollar difference between Step 7 and Step 8 in the former pay grade to the employee's current rate at Step 8 (then include longevity if the employee is receiving an increased rate based on longevity). Then place the employee on the lowest step in the targeted pay grade that is at least equivalent to that amount. Otherwise, when an employee is promoted from Step 8, the employee shall be paid at the lowest step rate in the targeted pay grade that results in an

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## NOTICE OF ADOPTED AMENDMENTS

increase equal to at least 3%. To compute this, add 3% to the employee's current rate at Step 8 (then include longevity if the employee is receiving an increased rate based on longevity). Then place the employee on the lowest step in the targeted pay grade that is at least equivalent to that amount.

- B) Exception – Any deviation is a special salary adjustment (see subsection (e)).
- 2) Reallocation –
- A) Standard Procedures –
    - i) From Other Than Step 8 – Normally, upon reallocation, an employee shall be advanced to the lowest step in the targeted pay grade that represents at least a full step increase in the former pay grade.
    - ii) From Step 8 – When an employee is reallocated from Step 8, the employee shall be paid at the lowest step rate in the targeted pay grade that results in an increase equal to at least 3%. To compute this, add 3% to the employee's current rate at Step 8 (then include longevity if the employee is receiving an increased rate based on longevity). Then place the employee on the lowest step in the targeted pay grade that is at least equivalent to that amount. The reallocation shall not change the creditable service date for non-bargaining-unit employees or if the increase is less than one step for the bargaining unit employees.
  - B) Exception – Any deviation is a special salary adjustment (see subsection (e)).
- 3) Reevaluation – If a higher pay grade is assigned to a class, the employee occupying the position in the class shall be advanced to the lowest step in the new grade that represents an increase in pay. If an employee becomes eligible for a satisfactory performance increase as a result of the

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reevaluation, a one-step increase will be granted immediately. The reevaluation shall not change the creditable service date if the increase is less than one step for the bargaining unit employees.

- 4) Separation and Subsequent Appointment – Upon separation from a position of a given class and appointment within four calendar days to a position in a higher pay grade, an increase shall be given under the conditions and requirements applicable to promotions (see subsection (d)(1)).
- 5) Reclassification – If the class to which the position is being moved has a higher pay grade, the employee's base salary is advanced to the salary in the new pay grade that represents the least increase in pay. If this new salary is less than the difference between Step 7 and Step 8 in the new pay grade and the employee has been paid the base salary in Step 8 of the previous pay grade for longer than one year, the new salary is advanced one step from the salary in the new pay grade representing the least increase.
- e) Adjustment – An employee may receive an upward adjustment in the employee's base salary for the purpose of correcting a previous error, oversight or when the best interest of the agency and the State of Illinois will be served. Adjustments shall have the prior approval of the Director of Central Management Services. An adjustment at the time of entrance into State government shall have supporting documentation in the candidate's CMS employment application (CMS-100). In determining the appropriateness of a request for a salary adjustment by an employing agency, the Director of Central Management Services shall consider whether the need for the adjustment is substantial, whether the action is consistent with the treatment of other similar situations, and whether the action is equitable in view of the particular circumstances prompting the request. The Director of Central Management Services' approval of an adjustment at the time of entrance into State government shall be based on the candidate's documented directly-related education and experience exceeding the minimum requirements in the class specification, prior base salary history, staffing needs and requirements of the employing agency, and labor market influences on the recruitment for the position classification or position. The adjustment shall not change the creditable service date if the increase is less than one step for the bargaining unit employees.

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

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## NOTICE OF ADOPTED AMENDMENTS

**Section 310.130 Effective Date**

This Pay Plan Narrative (Subpart A), Schedule of Rates (Subpart B), Merit Compensation System (Subpart C), Negotiated Rates of Pay (Appendix A), Merit Compensation System Salary Schedule (Appendix D), and Broad-Band Pay Range Classes Salary Schedule (Appendix G) shall be effective for Fiscal Year 2013~~2012~~.

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

## SUBPART B: SCHEDULE OF RATES

**Section 310.300 Educator Schedule for RC-063 and HR-010**

The rates of pay for employees in an Educator position shall be as determined in this Section and as shown in Appendix A, Tables T and Y of this Part.

- a) Selection of the appropriate salary lane will be based on the level of academic status attained by the incumbent that relates to the educational programs of the employing agency. All hours beyond bachelor's level must be approved by the employing agency as being applicable to its programs.
- b) All provisions of Subpart A of this Part shall apply to incumbents of the Educator positions, with the following exceptions:
  - 1) For HR-010 only, Section 310.100(b) and (l) shall not apply.
  - 2) For both RC-063 and HR-010: Section 310.100(c)(3) and (4), (d), and (f) shall not apply.
- c) Upon furnishing evidence of the satisfactory completion of required course work, the employee shall be advanced in pay to the same numbered step in the appropriate salary lane. Increases in the rate of pay shall be effective on the first day of the pay period following approval. Effective July 1, 2012, lane advancements are suspended.

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

## SUBPART D: FROZEN NEGOTIATED-RATES-OF-PAY DUE TO

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

**FISCAL YEAR ~~2012~~ APPROPRIATIONS AND EXPIRED SALARY SCHEDULES IN COLLECTIVE BARGAINING UNIT AGREEMENTS****Section 310.600 Jurisdiction**

~~a)Overview~~—The Frozen Negotiated-Rates-of-Pay due to Fiscal Year ~~2012~~ Appropriations (Subpart D) shall apply to the positions and employees represented by the CU-500, HR-010, RC-006, RC-009, RC-010, RC-014, RC-023, RC-028, RC-029, RC-042, RC-056, RC-062, RC-063, RC-090, RC-104, RC-110, RC-150, RC-184 or VR-704 bargaining units and with work location located at the Departments of Corrections, ~~Human Rights~~, Human Services, Juvenile Justice, ~~Labor~~, Natural Resources, Public Health or ~~Revenue~~, the ~~Criminal Justice Information Authority~~ ~~or~~ Human Rights Commission. The positions and employees shall be covered by the provisions of the Narrative (Subpart A) and Schedule of Rates (Subpart B) except as provided in the sections of Subpart D. The ~~Departments of Human Rights, Labor and Revenue, Criminal Justice Information Authority~~, Deaf and Hard of Hearing Commission, Guardianship and Advocacy Commission, Historic Preservation Agency and Prisoner Review Board are removed from the work locations where frozen negotiated-rates-of-pay are effective during fiscal year 2012.

~~b)Exception~~—~~The employees represented by the American Federation of State, County and Municipal Employees (AFSCME) bargaining units CU 500, RC 006, RC 009, RC 010, RC 014, RC 028, RC 042, RC 062, RC 063 and RC 150 who by May 1, 2011 submitted for retirement prior to January 1, 2012 are excluded from Subpart D. The employees represented by AFSCME who by May 1, 2011 submitted for retirement prior to January 1, 2012 shall be paid at a rate of pay or step in the appropriate pay grade rate table in Appendix A for the position in which the employee is employed.~~

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

**Section 310.630 Definitions**

The following definitions of terms are for the purpose of clarification only. The definitions affect the Frozen Negotiated-Rates-of-Pay (Appendix B).

"Base Salary" – A dollar amount of pay specifically designated in the Frozen Negotiated-Rates-of-Pay (Appendix B). Base salary does not include commission, incentive pay, bilingual pay, longevity pay, overtime pay, shift differential pay or deductions for time not worked. No increase or advancement in extended service or longevity pay shall be implemented for the employees (Section 310.600) assigned to Frozen Negotiated-Rates-of-Pay (Appendix B)

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## NOTICE OF ADOPTED AMENDMENTS

~~effective July 1, 2011.~~

"Frozen" – Due to insufficient ~~fiscal year 2012~~ appropriation ~~and expired salary schedules in collective bargaining unit agreements~~, a negotiated pay provision unauthorized to be implemented in accordance with an agreement between the State of Illinois and a bargaining unit effective during ~~the fiscal year~~~~Fiscal Year 2012~~. Where this occurs, ~~end of the~~ Fiscal Year 2011 negotiated rates of pay are maintained.

"Satisfactory Performance Increase" – An upward revision in the base salary from one designated step to the next higher step in the pay grade as a result of having served the required amount of time at the former rate with not less than a satisfactory level of competence. (Satisfactory level of competence shall mean work, the level of which, in the opinion of the agency head, is above that typified by the marginal employee.) No satisfactory performance increase shall be implemented for the employees (Section 310.600) assigned to Frozen Negotiated-Rates-of-Pay (Appendix B) ~~effective July 1, 2011.~~

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

**Section 310.640 Increases in Pay**

For employees (Section 310.600) occupying positions paid in conformance with Frozen Negotiated-Rates-of-Pay (Appendix B), no satisfactory performance increase shall be implemented effective July 1, ~~2012~~~~2011~~ and throughout Fiscal Year ~~2013~~~~2012~~.

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

**Section 310.660 Effective Date**

The Frozen Negotiated-Rates-of-Pay due to Fiscal Year ~~2012~~ Appropriations (Subpart D) and Frozen Negotiated-Rates-of-Pay (Appendix B) shall be effective for ~~the fiscal year~~~~Fiscal Year 2012~~.

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

**Section 310.670 Negotiated Rate**

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

- a) Rates for Positions Excluded from Receiving the Effective Rates within Bargaining Unit Agreements due to Fiscal Year ~~2012~~ Appropriations – An employee occupying a position normally subject to a collective bargaining agreement and whose position is excluded from receiving the effective rate within a collective bargaining unit agreement due to ~~the fiscal year~~Fiscal Year 2012 appropriations shall be assigned to the Frozen Negotiated-Rates-of-Pay due to Fiscal Year ~~2012~~ Appropriations (Subpart D) and receive the rate within the Frozen Negotiated-Rates-of-Pay (Appendix B) based on the pay grade and Pay Plan Code assigned to the classification title unless the employee receives a rate that is red-circled (Section 310.220(f)) then that is the employee's base salary.
- b) To Locate Rates – The negotiated rates of pay for positions allocated to classifications in specified operating agencies, in specified agency facilities or with specified duties shall be as indicated in Appendix A, unless the rates are red-circled or excluded from receiving the effective rates within a bargaining unit agreement due to ~~the fiscal year~~Fiscal Year 2012 appropriations.

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

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**Section 310.APPENDIX A Negotiated Rates of Pay****Section 310.TABLE D HR-001 (Teamsters Local #700)****Full Scale Rates**

<b>Title</b>	<b>Title Code</b>	<b>Bargaining Unit</b>	<b>Pay Plan Code</b>	<b>Mo.</b>	<b>Effective Date</b>
Highway Maintainer (Snowbirds)	18639	HR-001	Q	3664.00	January 1, 2010
Highway Maintainer (Snowbirds)	18639	HR-001	Q	3738.00	July 1, 2010
Highway Maintainer (Snowbirds)	18639	HR-001	Q	3850.00	January 1, 2011
Highway Maintainer (Snowbirds)	18639	HR-001	Q	3964.00	July 1, 2011
Highway Maintainer (Snowbirds)	18639	HR-001	Q	4083.00	January 1, 2012
Highway Maintainer (Snowbirds)	18639	HR-001	Q	4205.00	June 30, 2012

NOTE: Snowbirds are all seasonal, full-time Highway Maintainers whose primary function is snow removal.

<b>Title</b>	<b>Title Code</b>	<b>Bargaining Unit</b>	<b>Pay Plan Code</b>	<b>July 1, 2011</b>		<b>January 1, 2012</b>	
				<b>Mo.</b>	<b>Hr.</b>	<b>Mo.</b>	<b>Hr.</b>
Building Services Worker	05616	HR-001	B	3725	21.41	3781	21.73
Elevator Operator	13500	HR-001	B	3802	21.85	3859	22.18
Elevator Operator – Assistant Starter	13500	HR-001	B	3851	22.13	3909	22.47
Elevator Operator – Starter	13500	HR-001	B	3875	22.27	3933	22.60
Grounds Supervisor	17549	HR-001	B	5644	32.44	5729	32.93
Grounds Supervisor (Chicago Read)	17549	HR-001	B	5849	33.61	5937	34.12
Grounds Supervisor (Supervising Tractor Trailer Drivers)	17549	HR-001	B	6129	35.22	6221	35.75
Heavy Construction Equipment Operator	18465	HR-001	Q	5983	34.39	6073	34.90
Heavy Construction Equipment Operator (Bridge Crew)	18465	HR-001	Q	6069	34.88	6160	35.40

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Highway Maintainer and Highway Maintainer (Tractor Mower)	18639	HR-001	Q	5859	33.67	5947	34.18
Highway Maintainer (Bridge Crew)	18639	HR-001	Q	5949	34.19	6038	34.70
Highway Maintainer (Drill Rig)	18639	HR-001	Q	5983	34.39	6073	34.90
Highway Maintainer (Emergency Patrol)	18639	HR-001	Q	5985	34.40	6075	34.91
Highway Maintenance Lead Worker	18659	HR-001	Q	6022	34.61	6112	35.13
Highway Maintenance Lead Worker (Bridge Crew)	18659	HR-001	Q	6107	35.10	6199	35.63
Highway Maintenance Lead Worker (Emergency Patrol)	18659	HR-001	Q	6145	35.32	6237	35.84
Highway Maintenance Lead Worker (Lead Lead Worker)	18659	HR-001	Q	6083	34.96	6174	35.48
Highway Maintenance Lead Worker (Lead Lead Worker) (Bridge Crew)	18659	HR-001	Q	6168	35.45	6261	35.98
Highway Maintenance Lead Worker (Lead Lead Worker) (Emergency Patrol)	18659	HR-001	Q	6207	35.67	6300	36.21
Laborer (Maintenance)	23080	HR-001	B	5672	32.60	5757	33.09
Maintenance Equipment Operator	25020	HR-001	B	5786	33.25	5873	33.75
Maintenance Equipment Operator (Dispatcher)	25020	HR-001	B	5998	34.47	6088	34.99
Maintenance Equipment Operator (Tractor Trailer)	25020	HR-001	B	5815	33.42	5902	33.92
Maintenance Worker (not DOT, Chicago Read or DHS forensic)	25500	HR-001	B	5606	32.22	5690	32.70
Maintenance Worker (Chicago Read)	25500	HR-001	B	5786	33.25	5873	33.75
Maintenance Worker (DHS, forensic)	25500	HR-001	Q	5859	33.67	5947	34.18
Maintenance Worker (DOT, not Emergency Patrol)	25500	HR-001	B	5718	32.86	5804	33.36
Maintenance Worker (DOT, Emergency Patrol)	25500	HR-001	B	5839	33.56	5927	34.06

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Power Shovel Operator  
(Maintenance)

33360 HR-001 B 6069 34.88 6160 35.40

## New Hire Rates

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>
Highway Maintainer	18639	HR-001	Q

## Highway Maintainer and Highway Maintainer (Tractor Mower)

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2012</u>		<u>January 1, 2013</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2013</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/08-12/31/08)</u>	<u>5650</u>	<u>32.47</u>	Full Scale					
<u>(1/1/09-6/30/09)</u>	<u>5650</u>	<u>32.47</u>			<u>5650</u>	<u>32.47</u>	Full Scale	
<u>(7/1/09-10/31/09)</u>	<u>5352</u>	<u>30.76</u>	<u>5650</u>	<u>32.47</u>	<u>5650</u>	<u>32.47</u>		
<u>(11/1/09-12/31/09)</u>	<u>5055</u>	<u>29.05</u>	<u>5352</u>	<u>30.76</u>	<u>5352</u>	<u>30.76</u>		
<u>(1/1/10-6/30/10)</u>	<u>5055</u>	<u>29.05</u>			<u>5055</u>	<u>29.05</u>	<u>5352</u>	<u>30.76</u>
<u>(7/1/10-12/31/10)</u>	<u>4758</u>	<u>27.34</u>	<u>5055</u>	<u>29.05</u>	<u>5055</u>	<u>29.05</u>		
<u>(1/1/11-6/30/11)</u>	<u>4758</u>	<u>27.34</u>			<u>4758</u>	<u>27.34</u>	<u>5055</u>	<u>29.05</u>
<u>(7/1/11-12/31/11)</u>	<u>4460</u>	<u>25.63</u>	<u>4758</u>	<u>27.34</u>	<u>4758</u>	<u>27.34</u>		
<u>(1/1/12-6/30/12)</u>	<u>4460</u>	<u>25.63</u>			<u>4460</u>	<u>25.63</u>	<u>4758</u>	<u>27.34</u>
<u>(7/1/12-12/31/12)</u>	<u>4460</u>	<u>25.63</u>			<u>4460</u>	<u>25.63</u>		
<u>(1/1/13-6/30/13)</u>					<u>4460</u>	<u>25.63</u>		

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2011</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2011</u>		<u>January 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2012</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/07-12/31/07)</u>	<u>5566</u>	<u>31.99</u>	Full Scale					
<u>(1/1/08-6/30/08)</u>	<u>5566</u>	<u>31.99</u>			<u>5650</u>	<u>32.47</u>	Full Scale	
<u>(7/1/08-12/31/08)</u>	<u>5273</u>	<u>30.30</u>	<u>5566</u>	<u>31.99</u>	<u>5650</u>	<u>32.47</u>		
<u>(1/1/09-6/30/09)</u>	<u>5273</u>	<u>30.30</u>			<u>5352</u>	<u>30.76</u>	<u>5650</u>	<u>32.47</u>

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

(7/1/09-10/31/09)	4980	28.62	5273	30.30	5352	30.76		
(11/1/09-12/31/09)	4687	26.94	4980	28.62	5055	29.05		
(1/1/10-6/30/10)	4687	26.94			4758	27.34	5055	29.05
(7/1/10-12/31/10)	4394	25.25	4687	26.94	4758	27.34		
(1/1/11-6/30/11)	4394	25.25			4460	25.63	4758	27.34
(7/1/11-12/31/11)	4394	25.25			4460	25.63		
(1/1/12-6/30/12)					4460	25.63		

## Highway Maintainer (Bridge Crew)

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2012</u>		<u>On employee's "new hire" anniversary July-December 2012</u>		<u>January 1, 2013</u>		<u>On employee's "new hire" anniversary January-June 2013</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/08-12/31/08)	5736	32.97	Full Scale					
(1/1/09-6/30/09)	5736	32.97			5736	32.97	Full Scale	
(7/1/09-10/31/09)	5434	31.23	5736	32.97	5736	32.97		
(11/1/09-12/31/09)	5132	29.49	5434	31.23	5434	31.23		
(1/1/10-6/30/10)	5132	29.49			5132	29.49	5434	31.23
(7/1/10-12/31/10)	4830	27.76	5132	29.49	5132	29.49		
(1/1/11-6/30/11)	4830	27.76			4830	27.76	5132	29.49
(7/1/11-12/31/11)	4529	26.03	4830	27.76	4830	27.76		
(1/1/12-6/30/12)	4529	26.03			4529	26.03	4830	27.76
(7/1/12-12/31/12)	4529	26.03			4529	26.03		
(1/1/13-6/30/13)					4529	26.03		

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2011</u>		<u>On employee's "new hire" anniversary July-December 2011</u>		<u>January 1, 2012</u>		<u>On employee's "new hire" anniversary January-June 2012</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/07-12/31/07)	5652	32.48	Full Scale					
(1/1/08-6/30/08)	5652	32.48			5736	32.97	Full Scale	
(7/1/08-12/31/08)	5354	30.77	5652	32.48	5736	32.97		
(1/1/09-6/30/09)	5354	30.77			5434	31.23	5736	32.97

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

(7/1/09-10/31/09)	5057	29.06	5354	30.77	5434	31.23		
(11/1/09-12/31/09)	4759	27.35	5057	29.06	5132	29.49		
(1/1/10-6/30/10)	4759	27.35			4830	27.76	5132	29.49
(7/1/10-12/31/10)	4462	25.64	4759	27.35	4830	27.76		
(1/1/11-6/30/11)	4462	25.64			4529	26.03	4830	27.76
(7/1/11-12/31/11)	4462	25.64			4529	26.03		
(1/1/12-6/30/12)					4529	26.03		

## Highway Maintainer (Drill Rig)

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2012</u>		<u>January 1, 2013</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2013</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/08-12/31/08)	5769	33.16	Full Scale					
(1/1/09-6/30/09)	5769	33.16			5769	33.16	Full Scale	
(7/1/09-10/31/09)	5466	31.41	5769	33.16	5769	33.16		
(11/1/09-12/31/09)	5162	29.67	5466	31.41	5466	31.41		
(1/1/10-6/30/10)	5162	29.67			5162	29.67	5466	31.41
(7/1/10-12/31/10)	4858	27.92	5162	29.67	5162	29.67		
(1/1/11-6/30/11)	4858	27.92			4858	27.92	5162	29.67
(7/1/11-12/31/11)	4555	26.18	4858	27.92	4858	27.92		
(1/1/12-6/30/12)	4555	26.18			4555	26.18	4858	27.92
(7/1/12-12/31/12)	4555	26.18			4555	26.18		
(1/1/13-6/30/13)					4555	26.18		

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2011</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2011</u>		<u>January 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2012</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/07-12/31/07)	5684	32.67	Full Scale					
(1/1/08-6/30/08)	5684	32.67			5769	33.16	Full Scale	
(7/1/08-12/31/08)	5385	30.95	5684	32.67	5769	33.16		
(1/1/09-6/30/09)	5385	30.95			5466	31.41	5769	33.16

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

(7/1/09-10/31/09)	5086	29.23	5385	30.95	5466	31.41		
(11/1/09-12/31/09)	4786	27.51	5086	29.23	5162	29.67		
(1/1/10-6/30/10)	4786	27.51			4858	27.92	5162	29.67
(7/1/10-12/31/10)	4487	25.79	4786	27.51	4858	27.92		
(1/1/11-6/30/11)	4487	25.79			4555	26.18	4858	27.92
(7/1/11-12/31/11)	4487	25.79			4555	26.18		
(1/1/12-6/30/12)					4555	26.18		

## Highway Maintainer (Emergency Patrol)

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2012</u>		<u>January 1, 2013</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2013</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/08-12/31/08)	5771	33.17	Full Scale					
(1/1/09-6/30/09)	5771	33.17			5771	33.17	Full Scale	
(7/1/09-10/31/09)	5468	31.43	5771	33.17	5771	33.17		
(11/1/09-12/31/09)	5164	29.68	5468	31.43	5468	31.43		
(1/1/10-6/30/10)	5164	29.68			5164	29.68	5468	31.43
(7/1/10-12/31/10)	4860	27.93	5164	29.68	5164	29.68		
(1/1/11-6/30/11)	4860	27.93			4860	27.93	5164	29.68
(7/1/11-12/31/11)	4556	26.18	4860	27.93	4860	27.93		
(1/1/12-6/30/12)	4556	26.18			4556	26.18	4860	27.93
(7/1/12-12/31/12)	4556	26.18			4556	26.18		
(1/1/13-6/30/13)					4556	26.18		

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2011</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2011</u>		<u>January 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2012</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/07-12/31/07)	5686	32.68	Full Scale					
(1/1/08-6/30/08)	5686	32.68			5771	33.17	Full Scale	
(7/1/08-12/31/08)	5387	30.96	5686	32.68	5771	33.17		

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

<del>(1/1/09-6/30/09)</del>	5387	30.96			5468	31.43	5771	33.17
<del>(7/1/09-10/31/09)</del>	5087	29.24	5387	30.96	5468	31.43		
<del>(11/1/09-12/31/09)</del>	4788	27.52	5087	29.24	5164	29.68		
(1/1/10-6/30/10)	4788	27.52			4860	27.93	5164	29.68
<del>(7/1/10-12/31/10)</del>	4489	25.80	4788	27.52	4860	27.93		
<del>(1/1/11-6/30/11)</del>	4489	25.80			4556	26.18	4860	27.93
<del>(7/1/11-12/31/11)</del>	4489	25.80			4556	26.18		
(1/1/12-6/30/12)					4556	26.18		

Effective July 1, 2011, the clothing allowance for Lead Workers, Lead Lead Workers, Heavy Construction Equipment Operator, Highway Maintainers, and Maintenance Workers (Illinois Department of Transportation) employees increases to \$200.

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

**Section 310.APPENDIX A Negotiated Rates of Pay****Section 310.TABLE E RC-020 (Teamsters Local #330)****Full Scale Rates**

<b>Title</b>	<b>Title Code</b>	<b>Bargaining Unit</b>	<b>Pay Plan Code</b>	<b>Mo.</b>	<b>Effective Date</b>
Highway Maintainer (Snowbirds)	18639	RC-020	Q	3664.00	January 1, 2010
Highway Maintainer (Snowbirds)	18639	RC-020	Q	3738.00	July 1, 2010
Highway Maintainer (Snowbirds)	18639	RC-020	Q	3850.00	January 1, 2011
Highway Maintainer (Snowbirds)	18639	RC-020	Q	3964.00	July 1, 2011
Highway Maintainer (Snowbirds)	18639	RC-020	Q	4083.00	January 1, 2012
Highway Maintainer (Snowbirds)	18639	RC-020	Q	4205.00	June 30, 2012

NOTE: Snowbirds are all, except those in Kankakee County, seasonal, full-time Highway Maintainers whose primary function is snow removal.

<b>Title</b>	<b>Title Code</b>	<b>Bargaining Unit</b>	<b>Pay Plan Code</b>	<b>July 1, 2011</b>		<b>January 1, 2012</b>	
				<b>Mo.</b>	<b>Hr.</b>	<b>Mo.</b>	<b>Hr.</b>
Bridge Mechanic	05310	RC-020	Q	5901	33.91	5990	34.43
Bridge Tender	05320	RC-020	B	5579	32.06	5663	32.55
Heavy Construction Equipment Operator	18465	RC-020	Q	5983	34.39	6073	34.90
Heavy Construction Equipment Operator (Bridge Crew)	18465	RC-020	Q	6069	34.88	6160	35.40
Highway Maintainer	18639	RC-020	Q	5859	33.67	5947	34.18
Highway Maintainer (Bridge Crew)	18639	RC-020	Q	5949	34.19	6038	34.70
Highway Maintainer (Drill Rig)	18639	RC-020	Q	5983	34.39	6073	34.90
Highway Maintenance Lead Worker	18659	RC-020	Q	6022	34.61	6112	35.13
Highway Maintenance Lead Worker (Bridge Crew)	18659	RC-020	Q	6107	35.10	6199	35.63
Highway Maintenance Lead	18659	RC-020	Q	6083	34.96	6174	35.48

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Worker (Lead Lead Worker) Highway Maintenance Lead Worker (Lead Lead Worker) (Bridge Crew)	18659	RC-020	Q	6168	35.45	6261	35.98
Labor Maintenance Lead Worker	22809	RC-020	B	5741	32.99	5827	33.49
Laborer (Maintenance)	23080	RC-020	B	5672	32.60	5757	33.09
Maintenance Equipment Operator	25020	RC-020	B	5786	33.25	5873	33.75
Maintenance Equipment Operator	25020	RC-020	Q	5983	34.39	6073	34.90
Maintenance Worker (DHS)	25500	RC-020	B	5792	33.29	5879	33.79
Maintenance Worker (DOT, not Emergency Patrol)	25500	RC-020	B	5718	32.86	5804	33.36
Power Shovel Operator (Maintenance)	33360	RC-020	Q	5983	34.39	6073	34.90
Power Shovel Operator (Maintenance) (Bridge Crew)	33360	RC-020	Q	6069	34.88	6160	35.40
Silk Screen Operator	41020	RC-020	B	5910	33.97	5999	34.48

**New Hire Rates**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>
Highway Maintainer	18639	RC-020	Q

**Highway Maintainer**

<u>New Hire</u>	<u>July 1, 2012</u>		<u>On employee's "new hire" anniversary July-December 2012</u>		<u>January 1, 2013</u>		<u>On employee's "new hire" anniversary January-June 2013</u>	
<u>Between the Dates</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/08-12/31/08)</u>	<u>5650</u>	<u>32.47</u>	<u>Full Scale</u>					
<u>(1/1/09-6/30/09)</u>	<u>5650</u>	<u>32.47</u>			<u>5650</u>	<u>32.47</u>	<u>Full Scale</u>	
<u>(7/1/09-10/31/09)</u>	<u>5352</u>	<u>30.76</u>	<u>5650</u>	<u>32.47</u>	<u>5650</u>	<u>32.47</u>		
<u>(11/1/09-12/31/09)</u>	<u>5055</u>	<u>29.05</u>	<u>5352</u>	<u>30.76</u>	<u>5352</u>	<u>30.76</u>		
<u>(1/1/10-6/30/10)</u>	<u>5055</u>	<u>29.05</u>			<u>5055</u>	<u>29.05</u>	<u>5352</u>	<u>30.76</u>

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

<u>(7/1/10-12/31/10)</u>	<u>4758</u>	<u>27.34</u>	<u>5055</u>	<u>29.05</u>	<u>5055</u>	<u>29.05</u>		
<u>(1/1/11-6/30/11)</u>	<u>4758</u>	<u>27.34</u>			<u>4758</u>	<u>27.34</u>	<u>5055</u>	<u>29.05</u>
<u>(7/1/11-12/31/11)</u>	<u>4460</u>	<u>25.63</u>	<u>4758</u>	<u>27.34</u>	<u>4758</u>	<u>27.34</u>		
<u>(1/1/12-6/30/12)</u>	<u>4460</u>	<u>25.63</u>			<u>4460</u>	<u>25.63</u>	<u>4758</u>	<u>27.34</u>
<u>(7/1/12-12/31/12)</u>	<u>4460</u>	<u>25.63</u>			<u>4460</u>	<u>25.63</u>		
<u>(1/1/13-6/30/13)</u>					<u>4460</u>	<u>25.63</u>		

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2011</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2011</u>		<u>January 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2012</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/07-12/31/07)</u>	5566	31.99	Full Scale					
<u>(1/1/08-6/30/08)</u>	5566	31.99			5650	32.47	Full Scale	
<u>(7/1/08-12/31/08)</u>	5273	30.30	5566	31.99	5650	32.47		
<u>(1/1/09-6/30/09)</u>	5273	30.30			5352	30.76	5650	32.47
<u>(7/1/09-10/31/09)</u>	4980	28.62	5273	30.30	5352	30.76		
<u>(11/1/09-12/31/09)</u>	4687	26.94	4980	28.62	5055	29.05		
<u>(1/1/10-6/30/10)</u>	4687	26.94			4758	27.34	5055	29.05
<u>(7/1/10-12/31/10)</u>	4394	25.25	4687	26.94	4758	27.34		
<u>(1/1/11-6/30/11)</u>	4394	25.25			4460	25.63	4758	27.34
<u>(7/1/11-12/31/11)</u>	4394	25.25			4460	25.63		
<u>(1/1/12-6/30/12)</u>					4460	25.63		

**Highway Maintainer (Bridge Crew)**

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2012</u>		<u>January 1, 2013</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2013</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/08-12/31/08)</u>	5736	32.97	Full Scale					
<u>(1/1/09-6/30/09)</u>	5736	32.97			5736	32.97	Full Scale	
<u>(7/1/09-10/31/09)</u>	5434	31.23	5736	32.97	5736	32.97		
<u>(11/1/09-12/31/09)</u>	5132	29.49	5434	31.23	5434	31.23		

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

<u>(1/1/10-6/30/10)</u>	<u>5132</u>	<u>29.49</u>			<u>5132</u>	<u>29.49</u>	<u>5434</u>	<u>31.23</u>
<u>(7/1/10-12/31/10)</u>	<u>4830</u>	<u>27.76</u>	<u>5132</u>	<u>29.49</u>	<u>5132</u>	<u>29.49</u>		
<u>(1/1/11-6/30/11)</u>	<u>4830</u>	<u>27.76</u>			<u>4830</u>	<u>27.76</u>	<u>5132</u>	<u>29.49</u>
<u>(7/1/11-12/31/11)</u>	<u>4529</u>	<u>26.03</u>	<u>4830</u>	<u>27.76</u>	<u>4830</u>	<u>27.76</u>		
<u>(1/1/12-6/30/12)</u>	<u>4529</u>	<u>26.03</u>			<u>4529</u>	<u>26.03</u>	<u>4830</u>	<u>27.76</u>
<u>(7/1/12-12/31/12)</u>	<u>4529</u>	<u>26.03</u>			<u>4529</u>	<u>26.03</u>		
<u>(1/1/13-6/30/13)</u>					<u>4529</u>	<u>26.03</u>		

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2011</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2011</u>		<u>January 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2012</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/07-12/31/07)</u>	<u>5652</u>	<u>32.48</u>		Full Scale				
<u>(1/1/08-6/30/08)</u>	<u>5652</u>	<u>32.48</u>			<u>5736</u>	<u>32.97</u>		Full Scale
<u>(7/1/08-12/31/08)</u>	<u>5354</u>	<u>30.77</u>	<u>5652</u>	<u>32.48</u>	<u>5736</u>	<u>32.97</u>		
<u>(1/1/09-6/30/09)</u>	<u>5354</u>	<u>30.77</u>			<u>5434</u>	<u>31.23</u>	<u>5736</u>	<u>32.97</u>
<u>(7/1/09-10/31/09)</u>	<u>5057</u>	<u>29.06</u>	<u>5354</u>	<u>30.77</u>	<u>5434</u>	<u>31.23</u>		
<u>(11/1/09-12/31/09)</u>	<u>4759</u>	<u>27.35</u>	<u>5057</u>	<u>29.06</u>	<u>5132</u>	<u>29.49</u>		
<u>(1/1/10-6/30/10)</u>	<u>4759</u>	<u>27.35</u>			<u>4830</u>	<u>27.76</u>	<u>5132</u>	<u>29.49</u>
<u>(7/1/10-12/31/10)</u>	<u>4462</u>	<u>25.64</u>	<u>4759</u>	<u>27.35</u>	<u>4830</u>	<u>27.76</u>		
<u>(1/1/11-6/30/11)</u>	<u>4462</u>	<u>25.64</u>			<u>4529</u>	<u>26.03</u>	<u>4830</u>	<u>27.76</u>
<u>(7/1/11-12/31/11)</u>	<u>4462</u>	<u>25.64</u>			<u>4529</u>	<u>26.03</u>		
<u>(1/1/12-6/30/12)</u>					<u>4529</u>	<u>26.03</u>		

## Highway Maintainer (Drill Rig)

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2012</u>		<u>January 1, 2013</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2013</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/08-12/31/08)</u>	<u>5769</u>	<u>33.16</u>		Full Scale				
<u>(1/1/09-6/30/09)</u>	<u>5769</u>	<u>33.16</u>			<u>5769</u>	<u>33.16</u>		Full Scale
<u>(7/1/09-10/31/09)</u>	<u>5466</u>	<u>31.41</u>	<u>5769</u>	<u>33.16</u>	<u>5769</u>	<u>33.16</u>		
<u>(11/1/09-12/31/09)</u>	<u>5162</u>	<u>29.67</u>	<u>5466</u>	<u>31.41</u>	<u>5466</u>	<u>31.41</u>		



## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

**Section 310.APPENDIX A Negotiated Rates of Pay****Section 310.TABLE F RC-019 (Teamsters Local #25)****Full Scale Rates**

<b>Title</b>	<b>Title Code</b>	<b>Bargaining Unit</b>	<b>Pay Plan Code</b>	<b>Mo.</b>	<b>Effective Date</b>
Highway Maintainer (Snowbirds)	18639	RC-019	Q	3664.00	January 1, 2010
Highway Maintainer (Snowbirds)	18639	RC-019	Q	3738.00	July 1, 2010
Highway Maintainer (Snowbirds)	18639	RC-019	Q	3850.00	January 1, 2011
Highway Maintainer (Snowbirds)	18639	RC-019	Q	3964.00	July 1, 2011
Highway Maintainer (Snowbirds)	18639	RC-019	Q	4083.00	January 1, 2012
Highway Maintainer (Snowbirds)	18639	RC-019	Q	4205.00	June 30, 2012

NOTE: Snowbirds are all seasonal, salaried, full-time Highway Maintainers whose primary function is snow removal.

<b>Title</b>	<b>Title Code</b>	<b>Bargaining Unit</b>	<b>Pay Plan Code</b>	<b>July 1, 2011</b>		<b>January 1, 2012</b>	
				<b>Mo.</b>	<b>Hr.</b>	<b>Mo.</b>	<b>Hr.</b>
Bridge Mechanic	05310	RC-019	Q	5894	33.87	5982	34.38
Bridge Tender	05320	RC-019	B	5930	34.08	6018	34.59
Deck Hand	11500	RC-019	B	5694	32.72	5782	33.23
Ferry Operator I	14801	RC-019	B	5930	34.08	6018	34.59
Ferry Operator II	14802	RC-019	B	5982	34.38	6070	34.89
Highway Maintainer	18639	RC-019	Q	5859	33.67	5947	34.18
Highway Maintainer (Bridge Crew)	18639	RC-019	Q	5934	34.10	6022	34.61
Highway Maintainer (Drill Rig)	18639	RC-019	Q	5964	34.28	6052	34.78
Highway Maintainer (Emergency Patrol)	18639	RC-019	Q	5966	34.29	6054	34.79
Highway Maintenance Lead Worker	18659	RC-019	Q	5997	34.47	6085	34.97

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Highway Maintenance Lead Worker (Bridge Crew)	18659	RC-019	Q	6071	34.89	6159	35.40
Highway Maintenance Lead Worker (Emergency Patrol)	18659	RC-019	Q	6104	35.08	6192	35.59
Highway Maintenance Lead Worker (Lead Lead Worker)	18659	RC-019	Q	6050	34.77	6138	35.28
Highway Maintenance Lead Worker (Lead Lead Worker) (Bridge Crew)	18659	RC-019	Q	6124	35.20	6212	35.70
Highway Maintenance Lead Worker (Lead Lead Worker) (Emergency Patrol)	18659	RC-019	Q	6129	35.22	6217	35.73
Janitor I (Including Office of Administration)	21951	RC-019	B	5486	31.53	5574	32.03
Janitor II (Including Office of Administration)	21952	RC-019	B	5519	31.72	5607	32.22
Labor Maintenance Lead Worker	22809	RC-019	B	5756	33.08	5844	33.59
Laborer (Maintenance)	23080	RC-019	B	5697	32.74	5785	33.25
Maintenance Equipment Operator	25020	RC-019	B	5794	33.30	5882	33.80
Maintenance Equipment Operator	25020	RC-019	Q	5964	34.28	6052	34.78
Maintenance Equipment Operator	25020	RC-019	S	6017	34.58	6105	35.09
Maintenance Equipment Operator (DHS, forensic)	25020	RC-019	Q	5859	33.67	5947	34.18
Maintenance Worker	25500	RC-019	B	5735	32.96	5823	33.47
Maintenance Worker	25500	RC-019	Q	5800	33.33	5888	33.84
Power Shovel Operator (Maintenance)	33360	RC-019	B	5898	33.90	5986	34.40
Power Shovel Operator	33360	RC-019	Q	5964	34.28	6052	34.78

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

(Maintenance)							
Power Shovel Operator							
(Maintenance) (Bridge Crew)	33360	RC-019	Q	6039	34.71	6127	35.21
Security Guard I	39851	RC-019	B	5515	31.70	5603	32.20
Security Guard II	39852	RC-019	B	5565	31.98	5653	32.49
Silk Screen Operator	41020	RC-019	B	5903	33.93	5991	34.43

## New Hire Rates

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>
Highway Maintainer	18639	RC-019	Q

## Highway Maintainer and Highway Maintainer (Tractor Mower)

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2012</u>		<u>January 1, 2013</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2013</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<u>(7/1/08-12/31/08)</u>	<u>5650</u>	<u>32.47</u>	Full Scale					
<u>(1/1/09-6/30/09)</u>	<u>5650</u>	<u>32.47</u>			<u>5650</u>	<u>32.47</u>	Full Scale	
<u>(7/1/09-10/31/09)</u>	<u>5352</u>	<u>30.76</u>	<u>5650</u>	<u>32.47</u>	<u>5650</u>	<u>32.47</u>		
<u>(11/1/09-12/31/09)</u>	<u>5055</u>	<u>29.05</u>	<u>5352</u>	<u>30.76</u>	<u>5352</u>	<u>30.76</u>		
<u>(1/1/10-6/30/10)</u>	<u>5055</u>	<u>29.05</u>			<u>5055</u>	<u>29.05</u>	<u>5352</u>	<u>30.76</u>
<u>(7/1/10-12/31/10)</u>	<u>4758</u>	<u>27.34</u>	<u>5055</u>	<u>29.05</u>	<u>5055</u>	<u>29.05</u>		
<u>(1/1/11-6/30/11)</u>	<u>4758</u>	<u>27.34</u>			<u>4758</u>	<u>27.34</u>	<u>5055</u>	<u>29.05</u>
<u>(7/1/11-12/31/11)</u>	<u>4460</u>	<u>25.63</u>	<u>4758</u>	<u>27.34</u>	<u>4758</u>	<u>27.34</u>		
<u>(1/1/12-6/30/12)</u>	<u>4460</u>	<u>25.63</u>			<u>4460</u>	<u>25.63</u>	<u>4758</u>	<u>27.34</u>
<u>(7/1/12-12/31/12)</u>	<u>4460</u>	<u>25.63</u>			<u>4460</u>	<u>25.63</u>		
<u>(1/1/13-6/30/13)</u>					<u>4460</u>	<u>25.63</u>		

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2011</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2011</u>		<u>January 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2012</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/07-12/31/07)	5566	31.99	Full Scale					
(1/1/08-6/30/08)	5566	31.99			5650	32.47	Full Scale	
(7/1/08-12/31/08)	5273	30.30	5566	31.99	5650	32.47		
(1/1/09-6/30/09)	5273	30.30			5352	30.76	5650	32.47
(7/1/09-10/31/09)	4980	28.62	5273	30.30	5352	30.76		
(11/1/09-12/31/09)	4687	26.94	4980	28.62	5055	29.05		
(1/1/10-6/30/10)	4687	26.94			4758	27.34	5055	29.05
(7/1/10-12/31/10)	4394	25.25	4687	26.94	4758	27.34		
(1/1/11-6/30/11)	4394	25.25			4460	25.63	4758	27.34
(7/1/11-12/31/11)	4394	25.25			4460	25.63		
(1/1/12-6/30/12)					4460	25.63		

**Highway Maintainer (Bridge Crew)**

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2012</u>		<u>January 1, 2013</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2013</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/08-12/31/08)	5721	32.88	Full Scale					
(1/1/09-6/30/09)	5721	32.88			5721	32.88	Full Scale	
(7/1/09-10/31/09)	5420	31.15	5721	32.88	5721	32.88		
(11/1/09-12/31/09)	5119	29.42	5420	31.15	5420	31.15		
(1/1/10-6/30/10)	5119	29.42			5119	29.42	5420	31.15
(7/1/10-12/31/10)	4818	27.69	5119	29.42	5119	29.42		
(1/1/11-6/30/11)	4818	27.69			4818	27.69	5119	29.42
(7/1/11-12/31/11)	4517	25.96	4818	27.69	4818	27.69		
(1/1/12-6/30/12)	4517	25.96			4517	25.96	4818	27.69
(7/1/12-12/31/12)	4517	25.96			4517	25.96		
(1/1/13-6/30/13)					4517	25.96		

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2011</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2011</u>		<u>January 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2012</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/07-12/31/07)	5637	32.40	Full Scale					
(1/1/08-6/30/08)	5637	32.40			5721	32.88	Full Scale	
(7/1/08-12/31/08)	5341	30.70	5637	32.40	5721	32.88		
(1/1/09-6/30/09)	5341	30.70			5420	31.15	5721	32.88
(7/1/09-10/31/09)	5044	28.99	5341	30.70	5420	31.15		
(11/1/09-12/31/09)	4747	27.28	5044	28.99	5119	29.42		
(1/1/10-6/30/10)	4747	27.28			4818	27.69	5119	29.42
(7/1/10-12/31/10)	4451	25.58	4747	27.28	4818	27.69		
(1/1/11-6/30/11)	4451	25.58			4517	25.96	4818	27.69
(7/1/11-12/31/11)	4451	25.58			4517	25.96		
(1/1/12-6/30/12)					4517	25.96		

**Highway Maintainer (Drill Rig)**

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2012</u>		<u>January 1, 2013</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2013</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/08-12/31/08)	5749	33.04	Full Scale					
(1/1/09-6/30/09)	5749	33.04			5749	33.04		
(7/1/09-10/31/09)	5447	31.30	5749	33.04	5749	33.04	5447	31.30
(11/1/09-12/31/09)	5144	29.56	5447	31.30	5447	31.30		
(1/1/10-6/30/10)	5144	29.56			5144	29.56	5144	29.56
(7/1/10-12/31/10)	4842	27.83	5144	29.56	5144	29.56		
(1/1/11-6/30/11)	4842	27.83			4842	27.83	4842	27.83
(7/1/11-12/31/11)	4539	26.09	4842	27.83	4842	27.83		
(1/1/12-6/30/12)	4539	26.09			4539	26.09		
(7/1/12-12/31/12)	4539	26.09			4539	26.09		
(1/1/13-6/30/13)					4539	26.09		

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2011</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2011</u>		<u>January 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2012</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/07-12/31/07)	5666	32.56	Full Scale					
(1/1/08-6/30/08)	5666	32.56			5749	33.04	Full Scale	
(7/1/08-12/31/08)	5368	30.85	5666	32.56	5749	33.04		
(1/1/09-6/30/09)	5368	30.85			5447	31.30	5749	33.04
(7/1/09-10/31/09)	5069	29.13	5368	30.85	5447	31.30		
(11/1/09-12/31/09)	4771	27.42	5069	29.13	5144	29.56		
(1/1/10-6/30/10)	4771	27.42			4842	27.83	5144	29.56
(7/1/10-12/31/10)	4473	25.71	4771	27.42	4842	27.83		
(1/1/11-6/30/11)	4473	25.71			4539	26.09	4842	27.83
(7/1/11-12/31/11)	4473	25.71			4539	26.09		
(1/1/12-6/30/12)					4539	26.09		

**Highway Maintainer (Emergency Patrol)**

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2012</u>		<u>On employee's "new hire" anniversary</u> <u>July-December 2012</u>		<u>January 1, 2013</u>		<u>On employee's "new hire" anniversary</u> <u>January-June 2013</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
(7/1/08-12/31/08)	5751	33.05	Full Scale					
(1/1/09-6/30/09)	5751	33.05			5751	33.05	Full Scale	
(7/1/09-10/31/09)	5449	31.32	5751	33.05	5751	33.05		
(11/1/09-12/31/09)	5146	29.57	5449	31.32	5449	31.32		
(1/1/10-6/30/10)	5146	29.57			5146	29.57	5449	31.32
(7/1/10-12/31/10)	4843	27.83	5146	29.57	5146	29.57		
(1/1/11-6/30/11)	4843	27.83			4843	27.83	5146	29.57
(7/1/11-12/31/11)	4541	26.10	4843	27.83	4843	27.83		
(1/1/12-6/30/12)	4541	26.10			4541	26.10	4843	27.83
(7/1/12-12/31/12)	4541	26.10			4541	26.10		
(1/1/13-6/30/13)					4541	26.10		

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

<u>New Hire</u> <u>Between the Dates</u>	<u>July 1, 2011</u>		<u>On-employee's "new hire" anniversary</u> <u>July-December 2011</u>		<u>January 1, 2012</u>		<u>On-employee's "new hire" anniversary</u> <u>January-June 2012</u>	
	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>	<u>Mo.</u>	<u>Hr.</u>
<del>(7/1/07-12/31/07)</del>	5668	32.57	Full Scale					
<del>(1/1/08-6/30/08)</del>	5668	32.57			5751	33.05	Full Scale	
<del>(7/1/08-12/31/08)</del>	5369	30.86	5668	32.57	5751	33.05		
<del>(1/1/09-6/30/09)</del>	5369	30.86			5449	31.32	5751	33.05
<del>(7/1/09-10/31/09)</del>	5071	29.14	5369	30.86	5449	31.32		
<del>(11/1/09-12/31/09)</del>	4773	27.43	5071	29.14	5146	29.57		
<del>(1/1/10-6/30/10)</del>	4773	27.43			4843	27.83	5146	29.57
<del>(7/1/10-12/31/10)</del>	4475	25.72	4773	27.43	4843	27.83		
<del>(1/1/11-6/30/11)</del>	4475	25.72			4541	26.10	4843	27.83
<del>(7/1/11-12/31/11)</del>	4475	25.72			4541	26.10		
<del>(1/1/12-6/30/12)</del>					4541	26.10		

Effective July 1, 2011, the clothing allowance for Highway Maintainers, Highway Maintenance Lead Workers, Highway Maintenance Lead Lead Workers, Deck Hands and Power Shovel Operator Maintenance employees increases to \$200. Effective July 1, 2011, the clothing allowance for all other titles increases to \$100.

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

**Section 310.APPENDIX A Negotiated Rates of Pay****Section 310.TABLE S VR-704 ([Departments of](#) Corrections, Financial and Professional Regulation, Juvenile Justice and State Police Supervisors, Laborers' – ISEA Local #2002)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Clinical Services Supervisor	08260	VR-704	24
Forensic Science Administrator I	15911	VR-704	24
Forensic Science Administrator II	15912	VR-704	25
Juvenile Justice Chief of Security	21965	VR-704	24
Police Lieutenant	32977	VR-704	24
Public Service Administrator, Option 7 (inspector sworn and sex offender registry supervisor non-sworn functions at <a href="#">Department of</a> State Police)	37015	VR-704	26
Public Service Administrator, Options 7 (criminal intelligence analyst supervisor, strategic management policy administrator, firearms specialist, computer evidence recovery specialist, and narcotics and currency unit supervisor non-sworn functions at <a href="#">Department of</a> State Police, statewide enforcement function at <a href="#">Department of</a> Financial and Professional Regulation, and superintendent, operations center supervisor and training academy supervisor functions at <a href="#">Department of</a> Corrections) and 8K ( <a href="#">Departments</a> <del>Department</del> of <a href="#">Corrections,</a> Human Services <a href="#">and Juvenile Justice</a> )	37015	VR-704	25
Public Service Administrator, Options 7 (women and family services coordinator, district supervisor, staff assistant and deputy commander of intelligence functions at <a href="#">Department of</a> Corrections and investigator function at <a href="#">Department of</a> Human Services in the Office of the Inspector General), 8L (at <a href="#">Departments of</a> Corrections and <a href="#">Illinois</a> State Police) and 8J (dietary manager function at <a href="#">Department of</a> Corrections)	37015	VR-704	24

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Senior Public Service Administrator, Option 7 (research and development unit chief function at <a href="#">Department of Illinois</a> State Police)	40070	VR-704	24
Senior Public Service Administrator, Option 7 (protected services unit operations commander and senior terrorism advisor functions at <a href="#">Department of Illinois</a> State Police)	40070	VR-704	25
Senior Public Service Administrator, Option 7 (assistant director of forensic science training, quality assurance and safety director and section chief functions at <a href="#">Department of Illinois</a> State Police)	40070	VR-704	26
Senior Public Service Administrator, Option 7 (deputy laboratory director function at <a href="#">Department of Illinois</a> State Police)	40070	VR-704	27
Shift Supervisor	40800	VR-704	24

NOTE: The positions allocated to the Public Service Administrator title that are assigned to the negotiated VR-704 pay grade have the following [Options](#): 7; 8J; 8K; and 8L. The positions allocated to the Senior Public Service Administrator title that are assigned to the negotiated VR-704 pay grade have the Option 7. See the definition of option in Section 310.50.

**Effective July 1, 2011**  
**Bargaining Unit: VR-704**

Pay Grade	Pay Plan Code	S T E P S							
		1	2	3	4	5	6	7	8
24	B	6403	6743	7098	7436	7781	8131	8642	8987
24	Q	6693	7050	7416	7774	8129	8498	9032	9393
24	S	6777	7129	7497	7854	8214	8583	9112	9478
25	B	6826	7198	7577	7956	8334	8713	9272	9644
25	Q	7130	7522	7915	8317	8712	9106	9691	10079
25	S	7214	7606	7999	8396	8792	9185	9773	10165

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

26	B	7283	7681	8090	8499	8895	9294	9896	10290
26	Q	7634	8049	8475	8903	9319	9735	10366	10780

**Effective January 1, 2012**  
**Bargaining Unit: VR-704**

Pay Grade	Pay Plan Code	S T E P S							
		1	2	3	4	5	6	7	8
24	B	6483	6827	7187	7529	7878	8233	8750	9099
24	Q	6777	7138	7509	7871	8231	8604	9145	9510
24	S	6862	7218	7591	7952	8317	8690	9226	9596
25	B	6911	7288	7672	8055	8438	8822	9388	9765
25	Q	7219	7616	8014	8421	8821	9220	9812	10205
25	S	7304	7701	8099	8501	8902	9300	9895	10292
26	B	7374	7777	8191	8605	9006	9410	10020	10419
26	Q	7729	8150	8581	9014	9435	9857	10496	10915
27	B	7872	8300	8739	9181	9611	10042	10691	11119

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

**Section 310.APPENDIX A Negotiated Rates of Pay****Section 310.TABLE W RC-062 (Technical Employees, AFSCME)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Accountant	00130	RC-062	14
Accountant Advanced	00133	RC-062	16
Accountant Supervisor	00135	RC-062	18
Accounting and Fiscal Administration Career Trainee	00140	RC-062	12
Activity Therapist	00157	RC-062	15
Activity Therapist Coordinator	00160	RC-062	17
Activity Therapist Supervisor	00163	RC-062	20
Actuarial Assistant	00187	RC-062	16
Actuarial Examiner	00195	RC-062	16
Actuarial Examiner Trainee	00196	RC-062	13
Actuarial Senior Examiner	00197	RC-062	19
Actuary I	00201	RC-062	20
Actuary II	00202	RC-062	24
Agricultural Market News Assistant	00804	RC-062	12
Agricultural Marketing Generalist	00805	RC-062	14
Agricultural Marketing Reporter	00807	RC-062	18
Agricultural Marketing Representative	00810	RC-062	18
Agriculture Land and Water Resource Specialist I	00831	RC-062	14
Agriculture Land and Water Resource Specialist II	00832	RC-062	17
Agriculture Land and Water Resource Specialist III	00833	RC-062	20
Aircraft Pilot I	00955	RC-062	19
Aircraft Pilot II	00956	RC-062	22
Aircraft Pilot II – Dual Rating	00957	RC-062	23
Appraisal Specialist I	01251	RC-062	14
Appraisal Specialist II	01252	RC-062	16
Appraisal Specialist III	01253	RC-062	18
Arts Council Associate	01523	RC-062	12
Arts Council Program Coordinator	01526	RC-062	18
Arts Council Program Representative	01527	RC-062	15
Assignment Coordinator	01530	RC-062	20
Bank Examiner I	04131	RC-062	16
Bank Examiner II	04132	RC-062	19
Bank Examiner III	04133	RC-062	22

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Behavioral Analyst Associate	04355	RC-062	15
Behavioral Analyst I	04351	RC-062	17
Behavioral Analyst II	04352	RC-062	19
Business Administrative Specialist	05810	RC-062	16
Business Manager	05815	RC-062	18
Buyer	05900	RC-062	18
<a href="#">Cancer Registrar II</a>	<a href="#">05952</a>	<a href="#">RC-062</a>	<a href="#">16</a>
Capital Development Board Account Technician	06515	RC-062	11
Capital Development Board Art in Architecture Technician	06533	RC-062	12
Capital Development Board Construction Support Analyst	06520	RC-062	11
Capital Development Board Project Technician	06530	RC-062	12
Chemist I	06941	RC-062	16
Chemist II	06942	RC-062	19
Chemist III	06943	RC-062	21
Child Protection Advanced Specialist	07161	RC-062	19
Child Protection Associate Specialist	07162	RC-062	16
Child Protection Specialist	07163	RC-062	18
Child Support Specialist I	07198	RC-062	16
Child Support Specialist II	07199	RC-062	17
Child Support Specialist Trainee	07200	RC-062	12
Child Welfare Associate Specialist	07216	RC-062	16
Child Welfare Staff Development Coordinator I	07201	RC-062	17
Child Welfare Staff Development Coordinator II	07202	RC-062	19
Child Welfare Staff Development Coordinator III	07203	RC-062	20
Child Welfare Staff Development Coordinator IV	07204	RC-062	22
Children and Family Service Intern – Option I	07241	RC-062	12
Children and Family Service Intern – Option II	07242	RC-062	15
Clinical Laboratory Technologist I	08220	RC-062	18
Clinical Laboratory Technologist II	08221	RC-062	19
Clinical Laboratory Technologist Trainee	08229	RC-062	14
Communications Systems Specialist	08860	RC-062	23
Community Management Specialist I	08891	RC-062	15
Community Management Specialist II	08892	RC-062	17
Community Management Specialist III	08893	RC-062	19
Community Planner I	08901	RC-062	15
Community Planner II	08902	RC-062	17
Community Planner III	08903	RC-062	19
Conservation Education Representative	09300	RC-062	12
Conservation Grant Administrator I	09311	RC-062	18

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Conservation Grant Administrator II	09312	RC-062	20
Conservation Grant Administrator III	09313	RC-062	22
Construction Program Assistant	09525	RC-062	12
Correctional Counselor I	09661	RC-062	15
Correctional Counselor II	09662	RC-062	17
Correctional Counselor III	09663	RC-062	19
Corrections Apprehension Specialist	09750	RC-062	19
Corrections Industries Marketing Representative	09803	RC-062	17
Corrections Leisure Activities Specialist I	09811	RC-062	15
Corrections Leisure Activities Specialist II	09812	RC-062	17
Corrections Leisure Activities Specialist III	09813	RC-062	19
Corrections Parole Agent	09842	RC-062	17
Corrections Senior Parole Agent	09844	RC-062	19
Criminal Intelligence Analyst I	10161	RC-062	18
Criminal Intelligence Analyst II	10162	RC-062	20
Criminal Intelligence Analyst Specialist	10165	RC-062	22
Criminal Justice Specialist I	10231	RC-062	16
Criminal Justice Specialist II	10232	RC-062	20
Criminal Justice Specialist Trainee	10236	RC-062	13
Curator of the Lincoln Collection	10750	RC-062	16
Data Processing Supervisor I	11435	RC-062	11
Data Processing Supervisor II	11436	RC-062	14
Data Processing Supervisor III	11437	RC-062	18
Day Care Licensing Representative I	11471	RC-062	16
Developmental Disabilities Council Program Planner I	12361	RC-062	12
Developmental Disabilities Council Program Planner II	12362	RC-062	16
Developmental Disabilities Council Program Planner III	12363	RC-062	18
Dietary Manager I	12501	RC-062	16
Dietary Manager II	12502	RC-062	18
Dietitian	12510	RC-062	15
Disability Appeals Officer	12530	RC-062	22
Disability Claims Adjudicator I	12537	RC-062	16
Disability Claims Adjudicator II	12538	RC-062	18
Disability Claims Adjudicator Trainee	12539	RC-062	13
Disability Claims Analyst	12540	RC-062	21
Disability Claims Specialist	12558	RC-062	19
Disaster Services Planner	12585	RC-062	19
Document Examiner	12640	RC-062	22
Economic Development Representative I	12931	RC-062	17

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Economic Development Representative II	12932	RC-062	19
Educational Diagnostician	12965	RC-062	12
Educator – Provisional	13105	RC-062	12
Employment Security Field Office Supervisor	13600	RC-062	20
Employment Security Manpower Representative I	13621	RC-062	12
Employment Security Manpower Representative II	13622	RC-062	14
Employment Security Program Representative	13650	RC-062	14
Employment Security Program Representative – Intermittent	13651	RC-062	14H
Employment Security Service Representative	13667	RC-062	16
Employment Security Service Representative (Intermittent)	13667	RC-062	16H
Employment Security Specialist I	13671	RC-062	14
Employment Security Specialist II	13672	RC-062	16
Employment Security Specialist III	13673	RC-062	19
Employment Security Tax Auditor I	13681	RC-062	17
Employment Security Tax Auditor II	13682	RC-062	19
Energy and Natural Resources Specialist I	13711	RC-062	15
Energy and Natural Resources Specialist II	13712	RC-062	17
Energy and Natural Resources Specialist III	13713	RC-062	19
Energy and Natural Resources Specialist Trainee	13715	RC-062	12
Engineering Technician IV (Department of Public Health)	13734	RC-062	18
Environmental Health Specialist I	13768	RC-062	14
Environmental Health Specialist II	13769	RC-062	16
Environmental Health Specialist III	13770	RC-062	18
Environmental Protection Associate	13785	RC-062	12
Environmental Protection Specialist I	13821	RC-062	14
Environmental Protection Specialist II	13822	RC-062	16
Environmental Protection Specialist III	13823	RC-062	18
Environmental Protection Specialist IV	13824	RC-062	22
Equal Pay Specialist	13837	RC-062	17
Executive I	13851	RC-062	18
Executive II	13852	RC-062	20
Financial Institutions Examiner I	14971	RC-062	16
Financial Institutions Examiner II	14972	RC-062	19
Financial Institutions Examiner III	14973	RC-062	22
Financial Institutions Examiner Trainee	14978	RC-062	13
Fire Protection Specialist I	15351	RC-062	16
Flight Safety Coordinator	15640	RC-062	22
Forensic Scientist I	15891	RC-062	18
Forensic Scientist II	15892	RC-062	20

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Forensic Scientist III	15893	RC-062	22
Forensic Scientist Trainee	15897	RC-062	15
Gaming Licensing Analyst	17171	RC-062	13
Gaming Senior Special Agent	17191	RC-062	23
Gaming Special Agent	17192	RC-062	19
Gaming Special Agent Trainee	17195	RC-062	14
Guardianship Representative	17710	RC-062	17
Habilitation Program Coordinator	17960	RC-062	17
Handicapped Services Representative I	17981	RC-062	11
Health Facilities Surveyor I	18011	RC-062	16
Health Facilities Surveyor II	18012	RC-062	19
Health Facilities Surveyor III	18013	RC-062	20
Health Information Administrator	18041	RC-062	15
Health Services Investigator I – Opt. A	18181	RC-062	19
Health Services Investigator I – Opt. B	18182	RC-062	20
Health Services Investigator II – Opt. A	18185	RC-062	22
Health Services Investigator II – Opt. B	18186	RC-062	22
Health Services Investigator II – Opt. C	18187	RC-062	25
Health Services Investigator II – Opt. D	18188	RC-062	25
Historical Documents Conservator I	18981	RC-062	13
Historical Exhibits Designer	18985	RC-062	15
Historical Research Editor II	19002	RC-062	14
Human Relations Representative	19670	RC-062	16
Human Resources Representative	19692	RC-062	17
Human Resources Specialist	19693	RC-062	20
Human Rights Investigator I	19774	RC-062	16
Human Rights Investigator II	19775	RC-062	18
Human Rights Investigator III	19776	RC-062	19
<a href="#">Human Rights Mediator</a>	<a href="#">19771</a>	<a href="#">RC-062</a>	<a href="#">17</a>
Human Rights Specialist I	19778	RC-062	14
Human Rights Specialist II	19779	RC-062	16
Human Rights Specialist III	19780	RC-062	18
Human Services Casework Manager	19788	RC-062	20
Human Services Caseworker	19785	RC-062	16
Human Services Grants Coordinator I	19791	RC-062	14
Human Services Grants Coordinator II	19792	RC-062	17
Human Services Grants Coordinator III	19793	RC-062	20
Human Services Grants Coordinator Trainee	19796	RC-062	12
Human Services Sign Language Interpreter	19810	RC-062	16

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Iconographer	19880	RC-062	12
Industrial and Community Development Representative I	21051	RC-062	17
Industrial and Community Development Representative II	21052	RC-062	19
Industrial Services Consultant I	21121	RC-062	14
Industrial Services Consultant II	21122	RC-062	16
Industrial Services Consultant Trainee	21125	RC-062	11
Industrial Services Hygienist	21127	RC-062	19
Industrial Services Hygienist Technician	21130	RC-062	16
Industrial Services Hygienist Trainee	21133	RC-062	12
Information Technology/Communication Systems Specialist I	21216	RC-062	19
Information Technology/Communication Systems Specialist II	21217	RC-062	24
Instrument Designer	21500	RC-062	18
Insurance Analyst III	21563	RC-062	14
Insurance Analyst IV	21564	RC-062	16
Insurance Company Claims Examiner II	21602	RC-062	19
Insurance Company Field Staff Examiner	21608	RC-062	16
Insurance Company Financial Examiner Trainee	21610	RC-062	13
Insurance Performance Examiner I	21671	RC-062	14
Insurance Performance Examiner II	21672	RC-062	17
Insurance Performance Examiner III	21673	RC-062	20
Intermittent Unemployment Insurance Representative	21689	RC-062	12H
Internal Auditor I	21721	RC-062	17
Internal Security Investigator I, not Department of Corrections	21731	RC-062	18
Internal Security Investigator II, not Department of Corrections	21732	RC-062	21
International Marketing Representative I, Department of Agriculture	21761	RC-062	14
Juvenile Justice Youth and Family Specialist, Option 1	21991	RC-062	18
Juvenile Justice Youth and Family Specialist, Option 2	21992	RC-062	20
KidCare Supervisor	22003	RC-062	20
Labor Conciliator	22750	RC-062	20
Laboratory Equipment Specialist	22990	RC-062	18
Laboratory Quality Specialist I	23021	RC-062	19
Laboratory Quality Specialist II	23022	RC-062	21
Laboratory Research Specialist I	23027	RC-062	19
Laboratory Research Specialist II	23028	RC-062	21
Land Acquisition Agent I	23091	RC-062	15
Land Acquisition Agent II	23092	RC-062	18
Land Acquisition Agent III	23093	RC-062	21
Land Reclamation Specialist I	23131	RC-062	14

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Land Reclamation Specialist II	23132	RC-062	17
Liability Claims Adjuster I	23371	RC-062	14
Liability Claims Adjuster II	23372	RC-062	18
Library Associate	23430	RC-062	12
Life Sciences Career Trainee	23600	RC-062	12
Liquor Control Special Agent II	23752	RC-062	15
Local Historical Services Representative	24000	RC-062	17
Local Housing Advisor I	24031	RC-062	14
Local Housing Advisor II	24032	RC-062	16
Local Housing Advisor III	24033	RC-062	18
Local Revenue and Fiscal Advisor I	24101	RC-062	15
Local Revenue and Fiscal Advisor II	24102	RC-062	17
Local Revenue and Fiscal Advisor III	24103	RC-062	19
Lottery Regional Coordinator	24504	RC-062	19
Lottery Sales Representative	24515	RC-062	16
Management Operations Analyst I	25541	RC-062	18
Management Operations Analyst II	25542	RC-062	20
Manpower Planner I	25591	RC-062	14
Manpower Planner II	25592	RC-062	17
Manpower Planner III	25593	RC-062	20
Manpower Planner Trainee	25597	RC-062	12
Medical Assistance Consultant I	26501	RC-062	13
Medical Assistance Consultant II	26502	RC-062	16
Medical Assistance Consultant III	26503	RC-062	19
Mental Health Administrator I	26811	RC-062	18
Mental Health Administrator II	26812	RC-062	20
Mental Health Administrator Trainee	26817	RC-062	16
Mental Health Recovery Support Specialist I	26921	RC-062	17
Mental Health Recovery Support Specialist II	26922	RC-062	18
Mental Health Specialist I	26924	RC-062	12
Mental Health Specialist II	26925	RC-062	14
Mental Health Specialist III	26926	RC-062	16
Mental Health Specialist Trainee	26928	RC-062	11
Meteorologist	27120	RC-062	18
Methods and Procedures Advisor I	27131	RC-062	14
Methods and Procedures Advisor II	27132	RC-062	16
Methods and Procedures Advisor III	27133	RC-062	20
Methods and Procedures Career Associate I	27135	RC-062	11
Methods and Procedures Career Associate II	27136	RC-062	12

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Methods and Procedures Career Associate Trainee	27137	RC-062	09
Metrologist Associate	27146	RC-062	15
Microbiologist I	27151	RC-062	16
Microbiologist II	27152	RC-062	19
Natural Resources Advanced Specialist	28833	RC-062	20
Natural Resources Coordinator	28831	RC-062	15
Natural Resources Specialist	28832	RC-062	18
Oral Health Consultant	30317	RC-062	18
Paralegal Assistant	30860	RC-062	14
Pension and Death Benefits Technician I	30961	RC-062	12
Pension and Death Benefits Technician II	30962	RC-062	19
Plumbing Consultant (Department of Public Health)	32910	RC-062	22
Police Training Specialist	32990	RC-062	17
Program Integrity Auditor I	34631	RC-062	16
Program Integrity Auditor II	34632	RC-062	19
Program Integrity Auditor Trainee	34635	RC-062	12
Property Consultant	34900	RC-062	15
Public Aid Investigator	35870	RC-062	19
Public Aid Investigator Trainee	35874	RC-062	14
Public Aid Lead Casework Specialist	35880	RC-062	17
Public Aid Program Quality Analyst	35890	RC-062	19
Public Aid Quality Control Reviewer	35892	RC-062	17
Public Aid Quality Control Supervisor	35900	RC-062	19
Public Aid Staff Development Specialist I	36071	RC-062	15
Public Aid Staff Development Specialist II	36072	RC-062	17
Public Health Educator Associate	36434	RC-062	14
Public Health Program Specialist I	36611	RC-062	14
Public Health Program Specialist II	36612	RC-062	16
Public Health Program Specialist III	36613	RC-062	19
Public Health Program Specialist Trainee	36615	RC-062	12
Public Information Coordinator	36750	RC-062	18
Public Information Officer I	37001	RC-062	12
Public Information Officer II	37002	RC-062	14
Public Information Officer III	37003	RC-062	19
Public Information Officer IV	37004	RC-062	21
Public Safety Inspector	37007	RC-062	16
Public Safety Inspector Trainee	37010	RC-062	10
Public Service Administrator, Option 8Z	37015	RC-062	19
Public Service Administrator, Options 2, 7 Gaming Board and	37015	RC-062	24

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Departments of Healthcare and Family Services and Revenue, 8C and 8F executive chief pilot function			
Department of Transportation			
Public Service Administrator, Options 8B and 8Y	37015	RC-062	23
Railroad Safety Specialist I	37601	RC-062	19
Railroad Safety Specialist II	37602	RC-062	21
Railroad Safety Specialist III	37603	RC-062	23
Railroad Safety Specialist IV	37604	RC-062	25
Real Estate Investigator	37730	RC-062	19
Real Estate Professions Examiner	37760	RC-062	22
Recreation Worker I	38001	RC-062	12
Recreation Worker II	38002	RC-062	14
Rehabilitation Counselor	38145	RC-062	17
Rehabilitation Counselor Senior	38158	RC-062	19
Rehabilitation Counselor Trainee	38159	RC-062	15
Rehabilitation Services Advisor I	38176	RC-062	20
Rehabilitation Workshop Supervisor I	38194	RC-062	12
Rehabilitation Workshop Supervisor II	38195	RC-062	14
Rehabilitation Workshop Supervisor III	38196	RC-062	16
Reimbursement Officer I	38199	RC-062	14
Reimbursement Officer II	38200	RC-062	16
Research Economist I	38207	RC-062	18
Research Scientist I	38231	RC-062	13
Research Scientist II	38232	RC-062	16
Research Scientist III	38233	RC-062	20
Residential Services Supervisor	38280	RC-062	15
Resource Planner I	38281	RC-062	17
Resource Planner II	38282	RC-062	19
Resource Planner III	38283	RC-062	22
Retirement System Disability Specialist	38310	RC-062	19
Revenue Audit Supervisor (IL)	38369	RC-062	25
Revenue Audit Supervisor (states other than IL and not assigned to RC-062-29)	38369	RC-062	27
Revenue Audit Supervisor (See Note)	38369	RC-062	29
Revenue Auditor I (IL)	38371	RC-062	16
Revenue Auditor I (states other than IL and not assigned to RC- 062-21)	38371	RC-062	19
Revenue Auditor I (See Note)	38371	RC-062	21
Revenue Auditor II (IL)	38372	RC-062	19

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Revenue Auditor II (states other than IL and not assigned to RC-062-24)	38372	RC-062	22
Revenue Auditor II (See Note)	38372	RC-062	24
Revenue Auditor III (IL)	38373	RC-062	22
Revenue Auditor III (states other than IL and not assigned to RC-062-26)	38373	RC-062	24
Revenue Auditor III (See Note)	38373	RC-062	26
Revenue Auditor Trainee (IL)	38375	RC-062	12
Revenue Auditor Trainee (states other than IL and not assigned to RC-062-15)	38375	RC-062	13
Revenue Auditor Trainee (See Note)	38375	RC-062	15
Revenue Collection Officer I	38401	RC-062	15
Revenue Collection Officer II	38402	RC-062	17
Revenue Collection Officer III	38403	RC-062	19
Revenue Collection Officer Trainee	38405	RC-062	12
Revenue Computer Audit Specialist (IL)	38425	RC-062	23
Revenue Computer Audit Specialist (states other than IL and not assigned to RC-062-27)	38425	RC-062	25
Revenue Computer Audit Specialist (See Note)	38425	RC-062	27
Revenue Senior Special Agent	38557	RC-062	23
Revenue Special Agent	38558	RC-062	19
Revenue Special Agent Trainee	38565	RC-062	14
Revenue Tax Specialist I	38571	RC-062	12
Revenue Tax Specialist II (IL)	38572	RC-062	14
Revenue Tax Specialist II (states other than IL, CA or NJ)	38572	RC-062	17
Revenue Tax Specialist II (CA or NJ)	38572	RC-062	19
Revenue Tax Specialist III	38573	RC-062	17
Revenue Tax Specialist Trainee	38575	RC-062	10
Senior Public Service Administrator, Option 7 Gaming Board and Department of Revenue	40070	RC-062	26
Site Assistant Superintendent I	41071	RC-062	15
Site Assistant Superintendent II	41072	RC-062	17
Site Interpretive Coordinator	41093	RC-062	13
Site Services Specialist I	41117	RC-062	15
Site Services Specialist II	41118	RC-062	17
Social Service Consultant I	41301	RC-062	18
Social Service Consultant II	41302	RC-062	19
Social Service Program Planner I	41311	RC-062	15

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Social Service Program Planner II	41312	RC-062	17
Social Service Program Planner III	41313	RC-062	20
Social Service Program Planner IV	41314	RC-062	22
Social Services Career Trainee	41320	RC-062	12
Social Worker I	41411	RC-062	16
Staff Development Specialist I	41771	RC-062	18
Staff Development Technician I	41781	RC-062	12
Staff Development Technician II	41782	RC-062	15
State Mine Inspector	42230	RC-062	19
State Police Field Specialist I	42001	RC-062	18
State Police Field Specialist II	42002	RC-062	20
Statistical Research Specialist I	42741	RC-062	12
Statistical Research Specialist II	42742	RC-062	14
Statistical Research Specialist III	42743	RC-062	17
Storage Tank Safety Specialist	43005	RC-062	18
Telecommunications Specialist	45295	RC-062	15
Telecommunications Systems Analyst	45308	RC-062	17
Telecommunications Systems Technician I	45312	RC-062	10
Telecommunications Systems Technician II	45313	RC-062	13
Terrorism Research Specialist I	45371	RC-062	18
Terrorism Research Specialist II	45372	RC-062	20
Terrorism Research Specialist III	45373	RC-062	22
Terrorism Research Specialist Trainee	45375	RC-062	14
Unemployment Insurance Adjudicator I	47001	RC-062	11
Unemployment Insurance Adjudicator II	47002	RC-062	13
Unemployment Insurance Adjudicator III	47003	RC-062	15
Unemployment Insurance Revenue Analyst I	47081	RC-062	15
Unemployment Insurance Revenue Analyst II	47082	RC-062	17
Unemployment Insurance Revenue Specialist	47087	RC-062	13
Unemployment Insurance Special Agent	47096	RC-062	18
Vehicle Emission Compliance Supervisor, Environmental Protection Agency	47583	RC-062	15
Veterans Educational Specialist I	47681	RC-062	15
Veterans Educational Specialist II	47682	RC-062	17
Veterans Educational Specialist III	47683	RC-062	21
Veterans Employment Representative I	47701	RC-062	14
Veterans Employment Representative II	47702	RC-062	16
Volunteer Services Coordinator I	48481	RC-062	13
Volunteer Services Coordinator II	48482	RC-062	16

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Volunteer Services Coordinator III	48483	RC-062	18
Wage Claims Specialist	48770	RC-062	09
Weatherization Specialist I	49101	RC-062	14
Weatherization Specialist II	49102	RC-062	17
Weatherization Specialist III	49103	RC-062	20
Weatherization Specialist Trainee	49105	RC-062	12
Workers Compensation Insurance Compliance Investigator	49640	RC-062	20

NOTE: The positions allocated to the Public Service Administrator title that are assigned to ~~the~~ negotiated RC-062 pay grade have the following Options~~options~~: 2; 7; 8B; 8C; 8F; 8Y; and 8Z. The positions allocated to the Senior Public Service Administrator title that are assigned to a negotiated RC-062 pay grade have the Option 7. See the definition of option in Section 310.50.

For the Revenue Tax Specialist II position classification title only – The pay grade assigned to the employee is based on the location of the position and the residence held by the employee. In the same position classification, the employee holding a position and residence outside the boundaries of the State of Illinois is assigned to a different pay grade than the pay grade assigned to the employee holding a position within the boundaries of the State of Illinois. The pay grade assigned to the employee holding a position located within the boundaries of the State of Illinois is the pay grade with the (IL) indication next to the position classification. The pay grade assigned to the employee holding the position located outside the boundaries of the State of Illinois is determined by the location of the employee's residence or position location (e.g., IL, CA or NJ or a state other than IL, CA or NJ). If the employee's residence moves to another state while the employee is in the same position located outside the boundaries of the State of Illinois, or moves into another position located outside the boundaries of the State of Illinois in the same position classification, the base salary may change depending on the location of the employee's new residence. In all cases, change in base salary shall be on a step for step basis (e.g., if the original base salary was on Step 5 in one pay grade, the new base salary will also be on Step 5 of the newly appropriate pay grade).

For the Revenue Audit Supervisor, Revenue Auditor I, II and III, Revenue Auditor Trainee, and Revenue Computer Audit Specialist position classification titles only – Effective July 1, 2010, State employees appointed to positions allocated to the Revenue Audit Supervisor, Revenue Auditor I, II and III, Revenue Auditor Trainee, and Revenue Computer Audit Specialist classifications shall be assigned to the pay grades:

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Revenue Audit Supervisor, RC-062-29  
 Revenue Auditor I, RC-062-21  
 Revenue Auditor II, RC-062-24  
 Revenue Auditor III, RC-062-26  
 Revenue Auditor Trainee, RC-062-25  
 Revenue Computer Audit Specialist, RC-062-27

if the employee lives in California, 50% or more of the employee's work is within a 200 mile radius of the Paramus NJ Illinois Department of Revenue office, or 50% or more of the employee's work is within the District of Columbia.

**Effective July 1, 2011**  
**Bargaining Unit: RC-062**

**For employees who by May 1, 2011**  
**do not submit for retirement prior to January 1, 2012**

<u>Pay Grade</u>	<u>Pay Plan Code</u>	<u>S T E P S</u>							
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
09	B	3096	3192	3294	3396	3505	3608	3779	3930
09	Q	3222	3320	3428	3533	3648	3757	3937	4096
09	S	3288	3389	3498	3606	3722	3830	4012	4173
10	B	3195	3313	3410	3523	3634	3746	3938	4097
10	Q	3324	3445	3550	3671	3785	3904	4112	4276
10	S	3393	3514	3622	3741	3857	3983	4188	4355
11	B	3314	3426	3536	3665	3785	3903	4110	4274
11	Q	3447	3570	3686	3818	3946	4070	4290	4461
11	S	3515	3639	3756	3891	4020	4147	4367	4540
12	B	3447	3574	3690	3828	3954	4100	4320	4491
12	Q	3588	3721	3844	3992	4127	4277	4511	4691
12	S	3658	3792	3916	4068	4206	4357	4591	4775

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

12H	B	21.21	21.99	22.71	23.56	24.33	25.23	26.58	27.64
12H	Q	22.08	22.90	23.66	24.57	25.40	26.32	27.76	28.87
12H	S	22.51	23.34	24.10	25.03	25.88	26.81	28.25	29.38
13	B	3577	3708	3849	3993	4138	4294	4532	4713
13	Q	3725	3861	4013	4171	4323	4482	4737	4926
13	S	3796	3936	4091	4250	4399	4563	4818	5011
14	B	3729	3871	4022	4199	4351	4517	4780	4971
14	Q	3888	4036	4201	4382	4547	4721	4996	5194
14	S	3960	4116	4276	4461	4627	4802	5075	5275
14H	B	22.95	23.82	24.75	25.84	26.78	27.80	29.42	30.59
14H	Q	23.93	24.84	25.85	26.97	27.98	29.05	30.74	31.96
14H	S	24.37	25.33	26.31	27.45	28.47	29.55	31.23	32.46
15	B	3878	4049	4216	4380	4559	4729	5013	5212
15	Q	4046	4223	4399	4577	4766	4942	5237	5448
15	S	4121	4302	4477	4658	4847	5021	5319	5531
16	B	4059	4240	4429	4611	4805	4997	5292	5503
16	Q	4235	4429	4629	4822	5020	5221	5532	5755
16	S	4317	4508	4710	4905	5101	5304	5609	5833
16H	B	24.98	26.09	27.26	28.38	29.57	30.75	32.57	33.86
16H	Q	26.06	27.26	28.49	29.67	30.89	32.13	34.04	35.42
16H	S	26.57	27.74	28.98	30.18	31.39	32.64	34.52	35.90
17	B	4253	4448	4653	4851	5048	5252	5564	5787
17	Q	4437	4650	4864	5066	5272	5489	5814	6049
17	S	4518	4732	4946	5151	5354	5567	5900	6134
18	B	4476	4691	4910	5134	5342	5557	5887	6124
18	Q	4675	4907	5133	5366	5585	5807	6156	6401
18	S	4753	4984	5212	5447	5666	5891	6233	6484

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

19	B	4716	4957	5191	5430	5661	5897	6256	6506
19	J	4716	4957	5191	5430	5661	5897	6256	6506
19	Q	4929	5182	5421	5680	5916	6165	6536	6798
19	S	5012	5263	5505	5760	5999	6246	6616	6881
20	B	4983	5236	5478	5739	5989	6237	6615	6880
20	Q	5208	5470	5728	6000	6258	6518	6917	7192
20	S	5291	5552	5807	6079	6338	6599	6994	7274
21	B	5262	5534	5801	6071	6347	6612	7025	7305
21	U	5262	5534	5801	6071	6347	6612	7025	7305
21	Q	5500	5784	6061	6345	6635	6913	7341	7635
21	S	5581	5862	6140	6428	6715	6991	7423	7719
22	B	5563	5854	6138	6430	6727	7006	7443	7741
22	Q	5812	6118	6418	6718	7029	7325	7778	8087
22	S	5897	6195	6498	6798	7111	7408	7860	8174
23	B	5901	6214	6533	6842	7157	7468	7940	8258
23	Q	6171	6496	6829	7149	7481	7806	8294	8625
23	S	6250	6575	6909	7232	7561	7886	8376	8709
24	B	6281	6614	6963	7294	7633	7975	8477	8815
24	J	6281	6614	6963	7294	7633	7975	8477	8815
24	Q	6565	6916	7275	7626	7973	8335	8859	9214
24	S	6647	6993	7353	7704	8057	8418	8938	9296
25	B	6695	7060	7433	7804	8174	8547	9095	9459
25	J	6695	7060	7433	7804	8174	8547	9095	9459
25	Q	6994	7379	7764	8158	8546	8932	9505	9886
25	S	7077	7459	7846	8235	8623	9010	9585	9971
26	B	7143	7535	7936	8336	8725	9117	9705	10093
26	U	7143	7535	7936	8336	8725	9117	9705	10093

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

26	Q	7488	7894	8312	8732	9141	9549	10167	10574
27	B	7627	8042	8466	8894	9312	9730	10358	10773
27	J	7627	8042	8466	8894	9312	9730	10358	10773
27	U	7627	8042	8466	8894	9312	9730	10358	10773
28	B	8002	8435	8883	9333	9771	10208	10869	11306
29	U	8397	8853	9321	9795	10253	10713	11406	11862

**For employees who by May 1, 2011  
submit for retirement prior to January 1, 2012**

Pay Grade	Pay Plan Code	S T E P S							
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
09	B	3156	3254	3358	3462	3573	3678	3853	4007
09	Q	3285	3385	3495	3603	3719	3830	4014	4177
09	S	3353	3456	3566	3676	3795	3905	4090	4255
10	B	3257	3378	3477	3592	3706	3820	4015	4178
10	Q	3389	3512	3619	3743	3859	3980	4192	4360
10	S	3459	3583	3693	3815	3932	4061	4270	4441
11	B	3379	3493	3606	3737	3859	3979	4190	4358
11	Q	3514	3640	3759	3893	4024	4150	4374	4549
11	S	3584	3711	3829	3968	4099	4229	4452	4629
12	B	3514	3644	3763	3903	4031	4181	4404	4579
12	Q	3659	3794	3920	4071	4208	4361	4600	4783
12	S	3729	3867	3993	4148	4289	4443	4681	4868
12H	B	21.62	22.42	23.16	24.02	24.81	25.73	27.10	28.18
12H	Q	22.52	23.35	24.12	25.05	25.90	26.84	28.31	29.43
12H	S	22.95	23.80	24.57	25.53	26.39	27.34	28.81	29.96

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

13	B	3647	3780	3925	4072	4219	4378	4621	4806
13	Q	3798	3936	4091	4253	4408	4570	4830	5022
13	S	3871	4013	4171	4334	4486	4653	4913	5110
14	B	3802	3947	4101	4282	4437	4605	4873	5069
14	Q	3964	4115	4284	4468	4636	4813	5094	5296
14	S	4037	4196	4360	4549	4717	4896	5174	5379
14H	B	23.40	24.29	25.24	26.35	27.30	28.34	29.99	31.19
14H	Q	24.39	25.32	26.36	27.50	28.53	29.62	31.35	32.59
14H	S	24.84	25.82	26.83	27.99	29.03	30.13	31.84	33.10
15	B	3954	4129	4298	4466	4649	4821	5112	5314
15	Q	4126	4306	4486	4666	4860	5039	5339	5555
15	S	4202	4387	4565	4750	4942	5120	5424	5640
16	B	4138	4323	4516	4702	4899	5095	5396	5611
16	Q	4318	4516	4720	4916	5119	5324	5641	5868
16	S	4401	4597	4803	5001	5201	5408	5719	5948
16H	B	25.46	26.60	27.79	28.94	30.15	31.35	33.21	34.53
16H	Q	26.57	27.79	29.05	30.25	31.50	32.76	34.71	36.11
16H	S	27.08	28.29	29.56	30.78	32.01	33.28	35.19	36.60
17	B	4337	4535	4744	4946	5147	5355	5673	5901
17	Q	4524	4741	4960	5166	5376	5596	5928	6167
17	S	4606	4825	5043	5252	5459	5676	6015	6255
18	B	4564	4783	5007	5234	5446	5666	6003	6244
18	Q	4766	5003	5233	5471	5694	5921	6276	6526
18	S	4846	5081	5314	5554	5777	6006	6355	6611
19	B	4809	5054	5293	5537	5772	6012	6378	6633
19	J	4809	5054	5293	5537	5772	6012	6378	6633

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

19	Q	5025	5283	5528	5792	6032	6286	6664	6932
19	S	5111	5366	5613	5873	6116	6369	6745	7016
20	B	5080	5338	5586	5851	6107	6360	6744	7015
20	Q	5310	5578	5841	6117	6380	6646	7052	7333
20	S	5394	5661	5921	6198	6463	6729	7131	7416
21	B	5365	5642	5914	6190	6472	6741	7162	7448
21	U	5365	5642	5914	6190	6472	6741	7162	7448
21	Q	5608	5898	6180	6470	6765	7048	7485	7784
21	S	5691	5977	6261	6554	6846	7128	7568	7871
22	B	5672	5969	6259	6556	6859	7144	7589	7893
22	Q	5926	6238	6544	6849	7167	7468	7930	8245
22	S	6012	6317	6626	6932	7251	7554	8014	8335
23	B	6016	6336	6661	6976	7298	7615	8095	8420
23	Q	6292	6624	6963	7289	7627	7959	8456	8794
23	S	6372	6704	7045	7374	7710	8040	8540	8880
24	B	6404	6743	7099	7437	7782	8132	8643	8988
24	J	6404	6743	7099	7437	7782	8132	8643	8988
24	Q	6693	7051	7417	7775	8130	8499	9032	9394
24	S	6778	7130	7497	7855	8215	8583	9114	9479
25	B	6827	7199	7578	7957	8335	8714	9274	9645
25	J	6827	7199	7578	7957	8335	8714	9274	9645
25	Q	7131	7523	7916	8318	8713	9107	9692	10080
25	S	7216	7606	8000	8397	8792	9186	9773	10166
26	B	7283	7682	8091	8500	8896	9296	9896	10291
26	U	7283	7682	8091	8500	8896	9296	9896	10291
26	Q	7635	8049	8475	8903	9320	9736	10367	10782
27	B	7776	8199	8632	9069	9494	9921	10561	10984

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

27	J	7776	8199	8632	9069	9494	9921	10561	10984
27	U	7776	8199	8632	9069	9494	9921	10561	10984
28	B	8159	8601	9057	9516	9962	10408	11082	11527
29	U	8561	9026	9504	9987	10454	10923	11629	12094

**Effective January 1, 2012**  
**Bargaining Unit: RC-062**

<u>Pay Grade</u>	<u>Pay Plan Code</u>	S T E P S							
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
09	B	3135	3232	3335	3438	3549	3653	3826	3979
09	Q	3262	3362	3471	3577	3694	3804	3986	4147
09	S	3329	3431	3542	3651	3769	3878	4062	4225
10	B	3235	3354	3453	3567	3679	3793	3987	4148
10	Q	3366	3488	3594	3717	3832	3953	4163	4329
10	S	3435	3558	3667	3788	3905	4033	4240	4409
11	B	3355	3469	3580	3711	3832	3952	4161	4327
11	Q	3490	3615	3732	3866	3995	4121	4344	4517
11	S	3559	3684	3803	3940	4070	4199	4422	4597
12	B	3490	3619	3736	3876	4003	4151	4374	4547
12	Q	3633	3768	3892	4042	4179	4330	4567	4750
12	S	3704	3839	3965	4119	4259	4411	4648	4835
12H	B	21.48	22.27	22.99	23.85	24.63	25.54	26.92	27.98
12H	Q	22.36	23.19	23.95	24.87	25.72	26.65	28.10	29.23
12H	S	22.79	23.62	24.40	25.35	26.21	27.14	28.60	29.75
13	B	3622	3754	3897	4043	4190	4348	4589	4772

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

13	Q	3772	3909	4063	4223	4377	4538	4796	4988
13	S	3843	3985	4142	4303	4454	4620	4878	5074
14	B	3776	3919	4072	4251	4405	4573	4840	5033
14	Q	3937	4086	4254	4437	4604	4780	5058	5259
14	S	4010	4167	4329	4517	4685	4862	5138	5341
14H	B	23.24	24.12	25.06	26.16	27.11	28.14	29.78	30.97
14H	Q	24.23	25.14	26.18	27.30	28.33	29.42	31.13	32.36
14H	S	24.68	25.64	26.64	27.80	28.83	29.92	31.62	32.87
15	B	3926	4100	4269	4435	4616	4788	5076	5277
15	Q	4097	4276	4454	4634	4826	5004	5302	5516
15	S	4173	4356	4533	4716	4908	5084	5385	5600
16	B	4110	4293	4484	4669	4865	5059	5358	5572
16	Q	4288	4484	4687	4882	5083	5286	5601	5827
16	S	4371	4564	4769	4966	5165	5370	5679	5906
16H	B	25.29	26.42	27.59	28.73	29.94	31.13	32.97	34.29
16H	Q	26.39	27.59	28.84	30.04	31.28	32.53	34.47	35.86
16H	S	26.90	28.09	29.35	30.56	31.78	33.05	34.95	36.34
17	B	4306	4504	4711	4912	5111	5318	5634	5859
17	Q	4492	4708	4925	5129	5338	5558	5887	6125
17	S	4574	4791	5008	5215	5421	5637	5974	6211
18	B	4532	4750	4971	5198	5409	5626	5961	6201
18	Q	4733	4968	5197	5433	5655	5880	6233	6481
18	S	4812	5046	5277	5515	5737	5965	6311	6565
19	B	4775	5019	5256	5498	5732	5971	6334	6587
19	J	4775	5019	5256	5498	5732	5971	6334	6587
19	Q	4991	5247	5489	5751	5990	6242	6618	6883
19	S	5075	5329	5574	5832	6074	6324	6699	6967

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

20	B	5045	5301	5546	5811	6064	6315	6698	6966
20	Q	5273	5538	5800	6075	6336	6599	7003	7282
20	S	5357	5621	5880	6155	6417	6681	7081	7365
21	B	5328	5603	5874	6147	6426	6695	7113	7396
21	U	5328	5603	5874	6147	6426	6695	7113	7396
21	Q	5569	5856	6137	6424	6718	6999	7433	7730
21	S	5651	5935	6217	6508	6799	7078	7516	7815
22	B	5633	5927	6215	6510	6811	7094	7536	7838
22	Q	5885	6194	6498	6802	7117	7417	7875	8188
22	S	5971	6272	6579	6883	7200	7501	7958	8276
23	B	5975	6292	6615	6928	7246	7561	8039	8361
23	Q	6248	6577	6914	7238	7575	7904	8398	8733
23	S	6328	6657	6995	7322	7656	7985	8481	8818
24	B	6360	6697	7050	7385	7728	8075	8583	8925
24	J	6360	6697	7050	7385	7728	8075	8583	8925
24	Q	6647	7002	7366	7721	8073	8439	8970	9329
24	S	6730	7080	7445	7800	8158	8523	9050	9412
25	B	6779	7148	7526	7902	8276	8654	9209	9577
25	J	6779	7148	7526	7902	8276	8654	9209	9577
25	Q	7081	7471	7861	8260	8653	9044	9624	10010
25	S	7165	7552	7944	8338	8731	9123	9705	10096
26	B	7232	7629	8035	8440	8834	9231	9826	10219
26	U	7232	7629	8035	8440	8834	9231	9826	10219
26	Q	7582	7993	8416	8841	9255	9668	10294	10706
27	B	7722	8143	8572	9005	9428	9852	10487	10908
27	J	7722	8143	8572	9005	9428	9852	10487	10908
27	U	7722	8143	8572	9005	9428	9852	10487	10908

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

28	B	8102	8540	8994	9450	9893	10336	11005	11447
29	U	8502	8964	9438	9917	10381	10847	11549	12010

**Effective February 1, 2012**  
**Bargaining Unit: RC-062**

<u>Pay Grade</u>	<u>Pay Plan Code</u>	S T E P S							
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
09	B	3198	3297	3402	3507	3620	3726	3903	4059
09	Q	3327	3429	3540	3649	3768	3880	4066	4230
09	S	3396	3500	3613	3724	3844	3956	4143	4310
10	B	3300	3421	3522	3638	3753	3869	4067	4231
10	Q	3433	3558	3666	3791	3909	4032	4246	4416
10	S	3504	3629	3740	3864	3983	4114	4325	4497
11	B	3422	3538	3652	3785	3909	4031	4244	4414
11	Q	3560	3687	3807	3943	4075	4203	4431	4607
11	S	3630	3758	3879	4019	4151	4283	4510	4689
12	B	3560	3691	3811	3954	4083	4234	4461	4638
12	Q	3706	3843	3970	4123	4263	4417	4658	4845
12	S	3778	3916	4044	4201	4344	4499	4741	4932
12H	B	21.91	22.71	23.45	24.33	25.13	26.06	27.45	28.54
12H	Q	22.81	23.65	24.43	25.37	26.23	27.18	28.66	29.82
12H	S	23.25	24.10	24.89	25.85	26.73	27.69	29.18	30.35
13	B	3694	3829	3975	4124	4274	4435	4681	4867
13	Q	3847	3987	4144	4307	4465	4629	4892	5088
13	S	3920	4065	4225	4389	4543	4712	4976	5175

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

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14	B	3852	3997	4153	4336	4493	4664	4937	5134
14	Q	4016	4168	4339	4526	4696	4876	5159	5364
14	S	4090	4250	4416	4607	4779	4959	5241	5448
14H	B	23.70	24.60	25.56	26.68	27.65	28.70	30.38	31.59
14H	Q	24.71	25.65	26.70	27.85	28.90	30.01	31.75	33.01
14H	S	25.17	26.15	27.18	28.35	29.41	30.52	32.25	33.53
15	B	4005	4182	4354	4524	4708	4884	5178	5383
15	Q	4179	4362	4543	4727	4923	5104	5408	5626
15	S	4256	4443	4624	4810	5006	5186	5493	5712
16	B	4192	4379	4574	4762	4962	5160	5465	5683
16	Q	4374	4574	4781	4980	5185	5392	5713	5944
16	S	4458	4655	4864	5065	5268	5477	5793	6024
16H	B	25.80	26.95	28.15	29.30	30.54	31.75	33.63	34.97
16H	Q	26.92	28.15	29.42	30.65	31.91	33.18	35.16	36.58
16H	S	27.43	28.65	29.93	31.17	32.42	33.70	35.65	37.07
17	B	4392	4594	4805	5010	5213	5424	5747	5976
17	Q	4582	4802	5024	5232	5445	5669	6005	6248
17	S	4665	4887	5108	5319	5529	5750	6093	6335
18	B	4623	4845	5070	5302	5517	5739	6080	6325
18	Q	4828	5067	5301	5542	5768	5998	6358	6611
18	S	4908	5147	5383	5625	5852	6084	6437	6696
19	B	4871	5119	5361	5608	5847	6090	6461	6719
19	J	4871	5119	5361	5608	5847	6090	6461	6719
19	Q	5091	5352	5599	5866	6110	6367	6750	7021
19	S	5177	5436	5685	5949	6195	6450	6833	7106
20	B	5146	5407	5657	5927	6185	6441	6832	7105
20	Q	5378	5649	5916	6197	6463	6731	7143	7428
20	S	5464	5733	5998	6278	6545	6815	7223	7512

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21	B	5435	5715	5991	6270	6555	6829	7255	7544
21	U	5435	5715	5991	6270	6555	6829	7255	7544
21	Q	5680	5973	6260	6552	6852	7139	7582	7885
21	S	5764	6054	6341	6638	6935	7220	7666	7971
22	B	5746	6046	6339	6640	6947	7236	7687	7995
22	Q	6003	6318	6628	6938	7259	7565	8033	8352
22	S	6090	6397	6711	7021	7344	7651	8117	8442
23	B	6095	6418	6747	7067	7391	7712	8200	8528
23	Q	6373	6709	7052	7383	7727	8062	8566	8908
23	S	6455	6790	7135	7468	7809	8145	8651	8994
24	B	6487	6831	7191	7533	7883	8237	8755	9104
24	J	6487	6831	7191	7533	7883	8237	8755	9104
24	Q	6780	7142	7513	7875	8234	8608	9149	9516
24	S	6865	7222	7594	7956	8321	8693	9231	9600
25	B	6915	7291	7677	8060	8442	8827	9393	9769
25	J	6915	7291	7677	8060	8442	8827	9393	9769
25	Q	7223	7620	8018	8425	8826	9225	9816	10210
25	S	7308	7703	8103	8505	8906	9305	9899	10298
26	B	7377	7782	8196	8609	9011	9416	10023	10423
26	U	7377	7782	8196	8609	9011	9416	10023	10423
26	Q	7734	8153	8584	9018	9440	9861	10500	10920
27	B	7876	8306	8743	9185	9617	10049	10697	11126
27	J	7876	8306	8743	9185	9617	10049	10697	11126
27	U	7876	8306	8743	9185	9617	10049	10697	11126
28	B	8264	8711	9174	9639	10091	10543	11225	11676
29	U	8672	9143	9627	10115	10589	11064	11780	12250

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DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

**Section 310.APPENDIX A Negotiated Rates of Pay****Section 310.TABLE AA NR-916 (Departments of Central Management Services, Natural Resources and Transportation, Teamsters)**

~~Effective December 30, 2009, specific positions represented by the NR-916 bargaining unit and formerly not subject to the Personnel Code are extended Personnel Code jurisdiction (80 Ill. Adm. Code 305.270), allocated while the class study is in progress to the interim classification Public Service Administrator, Option 9T, and assigned to salaries that include the 2.5% increase that the employees would have received effective July 1, 2009 given the Agreement by and between the Teamsters Local 916 and the Illinois Departments of Central Management Services, Transportation and Natural Resources July 1, 2008 to June 30, 2012 signed January 6, 2009.~~

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>Effective December 30, 2009</u>	
				<u>Minimum Salary</u>	<u>Maximum Salary</u>
<del>Public Service Administrator, Option 9T (end-user computer services specialist I function)</del>	<del>37015</del>	<del>NR-916</del>	<del>B</del>	<del>3500</del>	<del>6245</del>
<del>Public Service Administrator, Option 9T (end-user computer services specialist II function)</del>	<del>37015</del>	<del>NR-916</del>	<del>B</del>	<del>3985</del>	<del>7085</del>
<del>Public Service Administrator, Option 9T (end-user computer systems analyst function)</del>	<del>37015</del>	<del>NR-916</del>	<del>B</del>	<del>4280</del>	<del>7820</del>

~~NOTE: The positions allocated to the Public Service Administrator title that are assigned to the negotiated NR-916 rates have the Option 9T. See the definition of option in Section 310.50.~~

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>Effective January 1, 2010</u>	
				<u>Minimum Salary</u>	<u>Maximum Salary</u>
Cartographer III	06673	NR-916	B	4165	7405
Civil Engineer I	07601	NR-916	B	4050	6255

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Civil Engineer II	07602	NR-916	B	4325	7170
Civil Engineer III	07603	NR-916	B	4750	8035
Civil Engineer Trainee	07607	NR-916	B	3815	5320
Engineering Technician I	13731	NR-916	B	2355	4225
Engineering Technician II	13732	NR-916	B	2825	5075
Engineering Technician III	13733	NR-916	B	3420	6045
Engineering Technician IV	13734	NR-916	B	4190	7835
Highway Construction Supervisor I	18525	NR-916	B	3795	6790
Highway Construction Supervisor II	18526	NR-916	B	4245	7850
Public Service Administrator, Option 9T (end-user computer services specialist I function)	37015	NR-916	B	3660	6530
Public Service Administrator, Option 9T (end-user computer services specialist II function)	37015	NR-916	B	4165	7405
Public Service Administrator, Option 9T (end-user computer systems analyst function)	37015	NR-916	B	4475	8175
Technical Manager I	45261	NR-916	B	3215	5710

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>Effective January 1, 2011</u>	
				<u>Minimum Salary</u>	<u>Maximum Salary</u>
Cartographer III	06673	NR-916	B	4335	7705
Civil Engineer I	07601	NR-916	B	4215	6510
Civil Engineer II	07602	NR-916	B	4500	7460
Civil Engineer III	07603	NR-916	B	4940	8360
Civil Engineer Trainee	07607	NR-916	B	3970	5535

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Engineering Technician I	13731	NR-916	B	2450	4395
Engineering Technician II	13732	NR-916	B	2940	5280
Engineering Technician III	13733	NR-916	B	3560	6290
Engineering Technician IV	13734	NR-916	B	4360	8150
Highway Construction Supervisor I	18525	NR-916	B	3950	7065
Highway Construction Supervisor II	18526	NR-916	B	4415	8165
Public Service Administrator, Option 9T (end-user computer services specialist I function)	37015	NR-916	B	3810	6795
Public Service Administrator, Option 9T (end-user computer services specialist II function)	37015	NR-916	B	4335	7705
Public Service Administrator, Option 9T (end-user computer systems analyst function)	37015	NR-916	B	4655	8505
Technical Manager I	45261	NR-916	B	3345	5940

Title	Title Code	Bargaining Unit	Pay Plan Code	Effective February 1, 2011	
				Minimum Salary	Maximum Salary
Cartographer III	06673	NR-916	B	4335	7705
Civil Engineer I	07601	NR-916	B	4215	6510
Civil Engineer II	07602	NR-916	B	4500	7460
Civil Engineer III	07603	NR-916	B	4940	8360
Civil Engineer Trainee	07607	NR-916	B	3970	5535
End-User Computer Services Specialist I	13691	NR-916	B	3810	6795
End-User Computer Services Specialist II	13692	NR-916	B	4335	7705
End-User Computer Systems	13693	NR-916	B	4655	8505

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

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## Analyst

Engineering Technician I	13731	NR-916	B	2450	4395
Engineering Technician II	13732	NR-916	B	2940	5280
Engineering Technician III	13733	NR-916	B	3560	6290
Engineering Technician IV	13734	NR-916	B	4360	8150
Highway Construction Supervisor I	18525	NR-916	B	3950	7065
Highway Construction Supervisor II	18526	NR-916	B	4415	8165
Technical Manager I	45261	NR-916	B	3345	5940

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Plan Code</u>	<u>Effective January 1, 2012</u>	
				<u>Minimum Salary</u>	<u>Maximum Salary</u>
<u>Cartographer III</u>	<u>06673</u>	<u>NR-916</u>	<u>B</u>	<u>4575</u>	<u>8130</u>
<u>Civil Engineer I</u>	<u>07601</u>	<u>NR-916</u>	<u>B</u>	<u>4450</u>	<u>6870</u>
<u>Civil Engineer II</u>	<u>07602</u>	<u>NR-916</u>	<u>B</u>	<u>4750</u>	<u>7875</u>
<u>Civil Engineer III</u>	<u>07603</u>	<u>NR-916</u>	<u>B</u>	<u>5215</u>	<u>8820</u>
<u>Civil Engineer Trainee</u>	<u>07607</u>	<u>NR-916</u>	<u>B</u>	<u>4190</u>	<u>5840</u>
<u>End-User Computer Services Specialist I</u>	<u>13691</u>	<u>NR-916</u>	<u>B</u>	<u>4020</u>	<u>7170</u>
<u>End-User Computer Services Specialist II</u>	<u>13692</u>	<u>NR-916</u>	<u>B</u>	<u>4575</u>	<u>8130</u>
<u>End-User Computer Systems Analyst</u>	<u>13693</u>	<u>NR-916</u>	<u>B</u>	<u>4915</u>	<u>8975</u>
<u>Engineering Technician I</u>	<u>13731</u>	<u>NR-916</u>	<u>B</u>	<u>2585</u>	<u>4640</u>
<u>Engineering Technician II</u>	<u>13732</u>	<u>NR-916</u>	<u>B</u>	<u>3105</u>	<u>5575</u>
<u>Engineering Technician III</u>	<u>13733</u>	<u>NR-916</u>	<u>B</u>	<u>3760</u>	<u>6640</u>
<u>Engineering Technician IV</u>	<u>13734</u>	<u>NR-916</u>	<u>B</u>	<u>4600</u>	<u>8600</u>
<u>Highway Construction Supervisor I</u>	<u>18525</u>	<u>NR-916</u>	<u>B</u>	<u>4170</u>	<u>7455</u>
<u>Highway Construction Supervisor II</u>	<u>18526</u>	<u>NR-916</u>	<u>B</u>	<u>4660</u>	<u>8615</u>
<u>Technical Manager I</u>	<u>45261</u>	<u>NR-916</u>	<u>B</u>	<u>3530</u>	<u>6270</u>

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DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF ADOPTED AMENDMENTS

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

**Section 310.APPENDIX B Frozen Negotiated-Rates-of-Pay****Section 310.TABLE S Frozen VR-704-Rates-of-Pay ([Departments of](#) Corrections, Financial and Professional Regulation, Juvenile Justice and State Police Supervisors, Laborers' – ISEA Local #2002)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Clinical Services Supervisor	08260	VR-704	24
Forensic Science Administrator I	15911	VR-704	24
Forensic Science Administrator II	15912	VR-704	25
Juvenile Justice Chief of Security	21965	VR-704	24
Police Lieutenant	32977	VR-704	24
<del>Public Service Administrator, Option 7 (criminal intelligence analyst supervisor, strategic management policy administrator, firearms specialist, computer evidence recovery specialist, and narcotics and currency unit supervisor non-sworn functions at State Police, statewide enforcement function at Financial and Professional Regulation, and superintendent, operations center supervisor and training academy supervisor functions at Corrections)</del>	<del>37015</del>	<del>VR-704</del>	<del>25</del>
Public Service Administrator, Option 7 (inspector sworn and sex offender registry supervisor non-sworn functions at <a href="#">Department of</a> State Police)	37015	VR-704	26
<del>Public Service Administrator, Options 7 (criminal intelligence analyst supervisor, strategic management policy administrator, firearms specialist, computer evidence recovery specialist, and narcotics and currency unit supervisor non-sworn functions at <a href="#">Department of State Police</a>, statewide enforcement function at <a href="#">Department of Financial and Professional Regulation</a>, and superintendent, operations center supervisor and training academy supervisor functions at <a href="#">Department of Corrections</a>) and 8K (Departments of <a href="#">Corrections</a>, <a href="#">Human Services</a> and <a href="#">Juvenile Justice</a>)</del>	<del>37015</del>	<del>VR-704</del>	<del>25</del>
Public Service Administrator, Options 7 (women and family services coordinator, district supervisor, staff assistant and deputy commander of intelligence functions at <a href="#">Department of</a> Corrections and investigator	37015	VR-704	24

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

function at [Department of](#) Human Services in the Office of the Inspector General), 8L (at [Department of](#) Corrections) and 8J (dietary manager function at [Department of](#) Corrections)

Shift Supervisor 40800 VR-704 24

NOTE: The positions allocated to the Public Service Administrator title that are assigned to ~~the~~ frozen negotiated VR-704 pay grade have the following ~~Options~~options: 7; ~~8J~~; ~~8K~~; ~~and 8L~~; ~~and 8J~~. See the definition of option in Section 310.50.

**Effective July 1, 2011**  
**Bargaining Unit: VR-704**

Pay Grade	Pay Plan Code	S T E P S							
		1	2	3	4	5	6	7	8
24	B	6157	6484	6825	7150	7482	7818	8310	8641
24	Q	6436	6779	7131	7475	7816	8171	8685	9032
24	S	6516	6855	7209	7552	7898	8253	8762	9113
25	B	6563	6921	7286	7650	8013	8378	8915	9273
25	Q	6856	7233	7611	7997	8377	8756	9318	9691
25	S	6937	7313	7691	8073	8454	8832	9397	9774
26	B	7003	7386	7779	8172	8553	8937	9515	9894
26	Q	7340	7739	8149	8561	8961	9361	9967	10365

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

**Section 310.APPENDIX B Frozen Negotiated-Rates-of-Pay****Section 310.TABLE W Frozen RC-062-Rates-of-Pay (Technical Employees, AFSCME)**

<u>Title</u>	<u>Title Code</u>	<u>Bargaining Unit</u>	<u>Pay Grade</u>
Accountant	00130	RC-062	14
Accountant Advanced	00133	RC-062	16
Accountant Supervisor	00135	RC-062	18
Accounting and Fiscal Administration Career Trainee	00140	RC-062	12
Activity Therapist	00157	RC-062	15
Activity Therapist Coordinator	00160	RC-062	17
Activity Therapist Supervisor	00163	RC-062	20
Actuarial Assistant	00187	RC-062	16
Actuarial Examiner	00195	RC-062	16
Actuarial Examiner Trainee	00196	RC-062	13
Actuarial Senior Examiner	00197	RC-062	19
Actuary I	00201	RC-062	20
Actuary II	00202	RC-062	24
Agricultural Market News Assistant	00804	RC-062	12
Agricultural Marketing Generalist	00805	RC-062	14
Agricultural Marketing Reporter	00807	RC-062	18
Agricultural Marketing Representative	00810	RC-062	18
Agriculture Land and Water Resource Specialist I	00831	RC-062	14
Agriculture Land and Water Resource Specialist II	00832	RC-062	17
Agriculture Land and Water Resource Specialist III	00833	RC-062	20
Aircraft Pilot I	00955	RC-062	19
Aircraft Pilot II	00956	RC-062	22
Aircraft Pilot II – Dual Rating	00957	RC-062	23
Appraisal Specialist I	01251	RC-062	14
Appraisal Specialist II	01252	RC-062	16
Appraisal Specialist III	01253	RC-062	18
Arts Council Associate	01523	RC-062	12
Arts Council Program Coordinator	01526	RC-062	18
Arts Council Program Representative	01527	RC-062	15
Assignment Coordinator	01530	RC-062	20
Bank Examiner I	04131	RC-062	16
Bank Examiner II	04132	RC-062	19
Bank Examiner III	04133	RC-062	22

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Behavioral Analyst Associate	04355	RC-062	15
Behavioral Analyst I	04351	RC-062	17
Behavioral Analyst II	04352	RC-062	19
Business Administrative Specialist	05810	RC-062	16
Business Manager	05815	RC-062	18
Buyer	05900	RC-062	18
<a href="#">Cancer Registrar II</a>	<a href="#">05952</a>	<a href="#">RC-062</a>	<a href="#">16</a>
Capital Development Board Account Technician	06515	RC-062	11
Capital Development Board Art in Architecture Technician	06533	RC-062	12
Capital Development Board Construction Support Analyst	06520	RC-062	11
Capital Development Board Project Technician	06530	RC-062	12
Chemist I	06941	RC-062	16
Chemist II	06942	RC-062	19
Chemist III	06943	RC-062	21
Child Protection Advanced Specialist	07161	RC-062	19
Child Protection Associate Specialist	07162	RC-062	16
Child Protection Specialist	07163	RC-062	18
Child Support Specialist I	07198	RC-062	16
Child Support Specialist II	07199	RC-062	17
Child Support Specialist Trainee	07200	RC-062	12
Child Welfare Associate Specialist	07216	RC-062	16
Child Welfare Staff Development Coordinator I	07201	RC-062	17
Child Welfare Staff Development Coordinator II	07202	RC-062	19
Child Welfare Staff Development Coordinator III	07203	RC-062	20
Child Welfare Staff Development Coordinator IV	07204	RC-062	22
Children and Family Service Intern – Option I	07241	RC-062	12
Children and Family Service Intern – Option II	07242	RC-062	15
Clinical Laboratory Technologist I	08220	RC-062	18
Clinical Laboratory Technologist II	08221	RC-062	19
Clinical Laboratory Technologist Trainee	08229	RC-062	14
Communications Systems Specialist	08860	RC-062	23
Community Management Specialist I	08891	RC-062	15
Community Management Specialist II	08892	RC-062	17
Community Management Specialist III	08893	RC-062	19
Community Planner I	08901	RC-062	15
Community Planner II	08902	RC-062	17
Community Planner III	08903	RC-062	19

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Conservation Education Representative	09300	RC-062	12
Conservation Grant Administrator I	09311	RC-062	18
Conservation Grant Administrator II	09312	RC-062	20
Conservation Grant Administrator III	09313	RC-062	22
Construction Program Assistant	09525	RC-062	12
Correctional Counselor I	09661	RC-062	15
Correctional Counselor II	09662	RC-062	17
Correctional Counselor III	09663	RC-062	19
Corrections Apprehension Specialist	09750	RC-062	19
Corrections Industries Marketing Representative	09803	RC-062	17
Corrections Leisure Activities Specialist I	09811	RC-062	15
Corrections Leisure Activities Specialist II	09812	RC-062	17
Corrections Leisure Activities Specialist III	09813	RC-062	19
Corrections Parole Agent	09842	RC-062	17
Corrections Senior Parole Agent	09844	RC-062	19
Criminal Intelligence Analyst I	10161	RC-062	18
Criminal Intelligence Analyst II	10162	RC-062	20
Criminal Intelligence Analyst Specialist	10165	RC-062	22
Criminal Justice Specialist I	10231	RC-062	16
Criminal Justice Specialist II	10232	RC-062	20
Criminal Justice Specialist Trainee	10236	RC-062	13
Curator of the Lincoln Collection	10750	RC-062	16
Data Processing Supervisor I	11435	RC-062	11
Data Processing Supervisor II	11436	RC-062	14
Data Processing Supervisor III	11437	RC-062	18
Day Care Licensing Representative I	11471	RC-062	16
Developmental Disabilities Council Program Planner I	12361	RC-062	12
Developmental Disabilities Council Program Planner II	12362	RC-062	16
Developmental Disabilities Council Program Planner III	12363	RC-062	18
Dietary Manager I	12501	RC-062	16
Dietary Manager II	12502	RC-062	18
Dietitian	12510	RC-062	15
Disability Appeals Officer	12530	RC-062	22
Disability Claims Adjudicator I	12537	RC-062	16
Disability Claims Adjudicator II	12538	RC-062	18
Disability Claims Adjudicator Trainee	12539	RC-062	13

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Disability Claims Analyst	12540	RC-062	21
Disability Claims Specialist	12558	RC-062	19
Disaster Services Planner	12585	RC-062	19
Document Examiner	12640	RC-062	22
Economic Development Representative I	12931	RC-062	17
Economic Development Representative II	12932	RC-062	19
Educational Diagnostician	12965	RC-062	12
Educator – Provisional	13105	RC-062	12
Employment Security Field Office Supervisor	13600	RC-062	20
Employment Security Manpower Representative I	13621	RC-062	12
Employment Security Manpower Representative II	13622	RC-062	14
Employment Security Program Representative	13650	RC-062	14
Employment Security Program Representative – Intermittent	13651	RC-062	14H
Employment Security Service Representative	13667	RC-062	16
Employment Security Service Representative (Intermittent)	13667	RC-062	16H
Employment Security Specialist I	13671	RC-062	14
Employment Security Specialist II	13672	RC-062	16
Employment Security Specialist III	13673	RC-062	19
Employment Security Tax Auditor I	13681	RC-062	17
Employment Security Tax Auditor II	13682	RC-062	19
Energy and Natural Resources Specialist I	13711	RC-062	15
Energy and Natural Resources Specialist II	13712	RC-062	17
Energy and Natural Resources Specialist III	13713	RC-062	19
Energy and Natural Resources Specialist Trainee	13715	RC-062	12
Engineering Technician IV (Department of Public Health)	13734	RC-062	18
Environmental Health Specialist I	13768	RC-062	14
Environmental Health Specialist II	13769	RC-062	16
Environmental Health Specialist III	13770	RC-062	18
Environmental Protection Associate	13785	RC-062	12
Environmental Protection Specialist I	13821	RC-062	14
Environmental Protection Specialist II	13822	RC-062	16
Environmental Protection Specialist III	13823	RC-062	18
Environmental Protection Specialist IV	13824	RC-062	22
Equal Pay Specialist	13837	RC-062	17
Executive I	13851	RC-062	18
Executive II	13852	RC-062	20

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Financial Institutions Examiner I	14971	RC-062	16
Financial Institutions Examiner II	14972	RC-062	19
Financial Institutions Examiner III	14973	RC-062	22
Financial Institutions Examiner Trainee	14978	RC-062	13
Fire Protection Specialist I	15351	RC-062	16
Flight Safety Coordinator	15640	RC-062	22
Forensic Scientist I	15891	RC-062	18
Forensic Scientist II	15892	RC-062	20
Forensic Scientist III	15893	RC-062	22
Forensic Scientist Trainee	15897	RC-062	15
Gaming Licensing Analyst	17171	RC-062	13
Gaming Senior Special Agent	17191	RC-062	23
Gaming Special Agent	17192	RC-062	19
Gaming Special Agent Trainee	17195	RC-062	14
Guardianship Representative	17710	RC-062	17
Habilitation Program Coordinator	17960	RC-062	17
Handicapped Services Representative I	17981	RC-062	11
Health Facilities Surveyor I	18011	RC-062	16
Health Facilities Surveyor II	18012	RC-062	19
Health Facilities Surveyor III	18013	RC-062	20
Health Information Administrator	18041	RC-062	15
Health Services Investigator I – Opt. A	18181	RC-062	19
Health Services Investigator I – Opt. B	18182	RC-062	20
Health Services Investigator II – Opt. A	18185	RC-062	22
Health Services Investigator II – Opt. B	18186	RC-062	22
Health Services Investigator II – Opt. C	18187	RC-062	25
Health Services Investigator II – Opt. D	18188	RC-062	25
Historical Documents Conservator I	18981	RC-062	13
Historical Exhibits Designer	18985	RC-062	15
Historical Research Editor II	19002	RC-062	14
Human Relations Representative	19670	RC-062	16
Human Resources Representative	19692	RC-062	17
Human Resources Specialist	19693	RC-062	20
Human Rights Investigator I	19774	RC-062	16
Human Rights Investigator II	19775	RC-062	18
Human Rights Investigator III	19776	RC-062	19
<a href="#">Human Rights Mediator</a>	<a href="#">19771</a>	<a href="#">RC-062</a>	<a href="#">17</a>
Human Rights Specialist I	19778	RC-062	14
Human Rights Specialist II	19779	RC-062	16

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Human Rights Specialist III	19780	RC-062	18
Human Services Casework Manager	19788	RC-062	20
Human Services Caseworker	19785	RC-062	16
Human Services Grants Coordinator I	19791	RC-062	14
Human Services Grants Coordinator II	19792	RC-062	17
Human Services Grants Coordinator III	19793	RC-062	20
Human Services Grants Coordinator Trainee	19796	RC-062	12
Human Services Sign Language Interpreter	19810	RC-062	16
Iconographer	19880	RC-062	12
Industrial and Community Development Representative I	21051	RC-062	17
Industrial and Community Development Representative II	21052	RC-062	19
Industrial Services Consultant I	21121	RC-062	14
Industrial Services Consultant II	21122	RC-062	16
Industrial Services Consultant Trainee	21125	RC-062	11
Industrial Services Hygienist	21127	RC-062	19
Industrial Services Hygienist Technician	21130	RC-062	16
Industrial Services Hygienist Trainee	21133	RC-062	12
Information Technology/Communication Systems Specialist I	21216	RC-062	19
Information Technology/Communication Systems Specialist II	21217	RC-062	24
Instrument Designer	21500	RC-062	18
Insurance Analyst III	21563	RC-062	14
Insurance Analyst IV	21564	RC-062	16
Insurance Company Claims Examiner II	21602	RC-062	19
Insurance Company Field Staff Examiner	21608	RC-062	16
Insurance Company Financial Examiner Trainee	21610	RC-062	13
Insurance Performance Examiner I	21671	RC-062	14
Insurance Performance Examiner II	21672	RC-062	17
Insurance Performance Examiner III	21673	RC-062	20
Intermittent Unemployment Insurance Representative	21689	RC-062	12H
Internal Auditor I	21721	RC-062	17
Internal Security Investigator I, not Department of Corrections	21731	RC-062	18
Internal Security Investigator II, not Department of Corrections	21732	RC-062	21

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

International Marketing Representative I, Department of Agriculture	21761	RC-062	14
Juvenile Justice Youth and Family Specialist, Option 1	21991	RC-062	18
Juvenile Justice Youth and Family Specialist, Option 2	21992	RC-062	20
KidCare Supervisor	22003	RC-062	20
Labor Conciliator	22750	RC-062	20
Laboratory Equipment Specialist	22990	RC-062	18
Laboratory Quality Specialist I	23021	RC-062	19
Laboratory Quality Specialist II	23022	RC-062	21
Laboratory Research Specialist I	23027	RC-062	19
Laboratory Research Specialist II	23028	RC-062	21
Land Acquisition Agent I	23091	RC-062	15
Land Acquisition Agent II	23092	RC-062	18
Land Acquisition Agent III	23093	RC-062	21
Land Reclamation Specialist I	23131	RC-062	14
Land Reclamation Specialist II	23132	RC-062	17
Liability Claims Adjuster I	23371	RC-062	14
Liability Claims Adjuster II	23372	RC-062	18
Library Associate	23430	RC-062	12
Life Sciences Career Trainee	23600	RC-062	12
Liquor Control Special Agent II	23752	RC-062	15
Local Historical Services Representative	24000	RC-062	17
Local Housing Advisor I	24031	RC-062	14
Local Housing Advisor II	24032	RC-062	16
Local Housing Advisor III	24033	RC-062	18
Local Revenue and Fiscal Advisor I	24101	RC-062	15
Local Revenue and Fiscal Advisor II	24102	RC-062	17
Local Revenue and Fiscal Advisor III	24103	RC-062	19
Lottery Regional Coordinator	24504	RC-062	19
Lottery Sales Representative	24515	RC-062	16
Management Operations Analyst I	25541	RC-062	18
Management Operations Analyst II	25542	RC-062	20
Manpower Planner I	25591	RC-062	14
Manpower Planner II	25592	RC-062	17
Manpower Planner III	25593	RC-062	20
Manpower Planner Trainee	25597	RC-062	12
Medical Assistance Consultant I	26501	RC-062	13

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Medical Assistance Consultant II	26502	RC-062	16
Medical Assistance Consultant III	26503	RC-062	19
Mental Health Administrator I	26811	RC-062	18
Mental Health Administrator II	26812	RC-062	20
Mental Health Administrator Trainee	26817	RC-062	16
Mental Health Recovery Support Specialist I	26921	RC-062	17
Mental Health Recovery Support Specialist II	26922	RC-062	18
Mental Health Specialist I	26924	RC-062	12
Mental Health Specialist II	26925	RC-062	14
Mental Health Specialist III	26926	RC-062	16
Mental Health Specialist Trainee	26928	RC-062	11
Meteorologist	27120	RC-062	18
Methods and Procedures Advisor I	27131	RC-062	14
Methods and Procedures Advisor II	27132	RC-062	16
Methods and Procedures Advisor III	27133	RC-062	20
Methods and Procedures Career Associate I	27135	RC-062	11
Methods and Procedures Career Associate II	27136	RC-062	12
Methods and Procedures Career Associate Trainee	27137	RC-062	09
Metrologist Associate	27146	RC-062	15
Microbiologist I	27151	RC-062	16
Microbiologist II	27152	RC-062	19
Natural Resources Advanced Specialist	28833	RC-062	20
Natural Resources Coordinator	28831	RC-062	15
Natural Resources Specialist	28832	RC-062	18
Oral Health Consultant	30317	RC-062	18
Paralegal Assistant	30860	RC-062	14
Pension and Death Benefits Technician I	30961	RC-062	12
Pension and Death Benefits Technician II	30962	RC-062	19
Plumbing Consultant (Department of Public Health)	32910	RC-062	22
Police Training Specialist	32990	RC-062	17
Program Integrity Auditor I	34631	RC-062	16
Program Integrity Auditor II	34632	RC-062	19
Program Integrity Auditor Trainee	34635	RC-062	12
Property Consultant	34900	RC-062	15
Public Aid Investigator	35870	RC-062	19
Public Aid Investigator Trainee	35874	RC-062	14
Public Aid Lead Casework Specialist	35880	RC-062	17
Public Aid Program Quality Analyst	35890	RC-062	19
Public Aid Quality Control Reviewer	35892	RC-062	17

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Public Aid Quality Control Supervisor	35900	RC-062	19
Public Aid Staff Development Specialist I	36071	RC-062	15
Public Aid Staff Development Specialist II	36072	RC-062	17
Public Health Educator Associate	36434	RC-062	14
Public Health Program Specialist I	36611	RC-062	14
Public Health Program Specialist II	36612	RC-062	16
Public Health Program Specialist III	36613	RC-062	19
Public Health Program Specialist Trainee	36615	RC-062	12
Public Information Coordinator	36750	RC-062	18
Public Information Officer I	37001	RC-062	12
Public Information Officer II	37002	RC-062	14
Public Information Officer III	37003	RC-062	19
Public Information Officer IV	37004	RC-062	21
Public Safety Inspector	37007	RC-062	16
Public Safety Inspector Trainee	37010	RC-062	10
Public Service Administrator, Option 8Z	37015	RC-062	19
Public Service Administrator, Options 2, 7 Gaming Board and Department of Revenue, 8C and 8F executive chief pilot function Department of Transportation	37015	RC-062	24
Public Service Administrator, Options 8B and 8Y	37015	RC-062	23
Railroad Safety Specialist I	37601	RC-062	19
Railroad Safety Specialist II	37602	RC-062	21
Railroad Safety Specialist III	37603	RC-062	23
Railroad Safety Specialist IV	37604	RC-062	25
Real Estate Investigator	37730	RC-062	19
Real Estate Professions Examiner	37760	RC-062	22
Recreation Worker I	38001	RC-062	12
Recreation Worker II	38002	RC-062	14
Rehabilitation Counselor	38145	RC-062	17
Rehabilitation Counselor Senior	38158	RC-062	19
Rehabilitation Counselor Trainee	38159	RC-062	15
Rehabilitation Services Advisor I	38176	RC-062	20
Rehabilitation Workshop Supervisor I	38194	RC-062	12
Rehabilitation Workshop Supervisor II	38195	RC-062	14
Rehabilitation Workshop Supervisor III	38196	RC-062	16
Reimbursement Officer I	38199	RC-062	14
Reimbursement Officer II	38200	RC-062	16
Research Economist I	38207	RC-062	18

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Research Scientist I	38231	RC-062	13
Research Scientist II	38232	RC-062	16
Research Scientist III	38233	RC-062	20
Residential Services Supervisor	38280	RC-062	15
Resource Planner I	38281	RC-062	17
Resource Planner II	38282	RC-062	19
Resource Planner III	38283	RC-062	22
Retirement System Disability Specialist	38310	RC-062	19
Revenue Audit Supervisor (IL)	38369	RC-062	25
Revenue Audit Supervisor (states other than IL and not assigned to RC-062-29)	38369	RC-062	27
Revenue Audit Supervisor (See Note)	38369	RC-062	29
Revenue Auditor I (IL)	38371	RC-062	16
Revenue Auditor I (states other than IL and not assigned to RC-062-21)	38371	RC-062	19
Revenue Auditor I (See Note)	38371	RC-062	21
Revenue Auditor II (IL)	38372	RC-062	19
Revenue Auditor II (states other than IL and not assigned to RC-062-24)	38372	RC-062	22
Revenue Auditor II (See Note)	38372	RC-062	24
Revenue Auditor III (IL)	38373	RC-062	22
Revenue Auditor III (states other than IL and not assigned to RC-062-26)	38373	RC-062	24
Revenue Auditor III (See Note)	38373	RC-062	26
Revenue Auditor Trainee (IL)	38375	RC-062	12
Revenue Auditor Trainee (states other than IL and not assigned to RC-062-15)	38375	RC-062	13
Revenue Auditor Trainee (See Note)	38375	RC-062	15
Revenue Collection Officer I	38401	RC-062	15
Revenue Collection Officer II	38402	RC-062	17
Revenue Collection Officer III	38403	RC-062	19
Revenue Collection Officer Trainee	38405	RC-062	12
Revenue Computer Audit Specialist (IL)	38425	RC-062	23
Revenue Computer Audit Specialist (states other than IL and not assigned to RC-062-27)	38425	RC-062	25
Revenue Computer Audit Specialist (See Note)	38425	RC-062	27
Revenue Senior Special Agent	38557	RC-062	23
Revenue Special Agent	38558	RC-062	19
Revenue Special Agent Trainee	38565	RC-062	14

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

Revenue Tax Specialist I	38571	RC-062	12
Revenue Tax Specialist II (IL)	38572	RC-062	14
Revenue Tax Specialist II (states other than IL, CA or NJ)	38572	RC-062	17
Revenue Tax Specialist II (CA or NJ)	38572	RC-062	19
Revenue Tax Specialist III	38573	RC-062	17
Revenue Tax Specialist Trainee	38575	RC-062	10
Site Assistant Superintendent I	41071	RC-062	15
Site Assistant Superintendent II	41072	RC-062	17
Site Interpretive Coordinator	41093	RC-062	13
Site Services Specialist I	41117	RC-062	15
Site Services Specialist II	41118	RC-062	17
Social Service Consultant I	41301	RC-062	18
Social Service Consultant II	41302	RC-062	19
Social Service Program Planner I	41311	RC-062	15
Social Service Program Planner II	41312	RC-062	17
Social Service Program Planner III	41313	RC-062	20
Social Service Program Planner IV	41314	RC-062	22
Social Services Career Trainee	41320	RC-062	12
Social Worker I	41411	RC-062	17
Staff Development Specialist I	41771	RC-062	18
Staff Development Technician I	41781	RC-062	12
Staff Development Technician II	41782	RC-062	15
State Mine Inspector	42230	RC-062	19
State Police Field Specialist I	42001	RC-062	18
State Police Field Specialist II	42002	RC-062	20
Statistical Research Specialist I	42741	RC-062	12
Statistical Research Specialist II	42742	RC-062	14
Statistical Research Specialist III	42743	RC-062	17
Storage Tank Safety Specialist	43005	RC-062	18
Telecommunications Specialist	45295	RC-062	15
Telecommunications Systems Analyst	45308	RC-062	17
Telecommunications Systems Technician I	45312	RC-062	10
Telecommunications Systems Technician II	45313	RC-062	13
Terrorism Research Specialist I	45371	RC-062	18
Terrorism Research Specialist II	45372	RC-062	20
Terrorism Research Specialist III	45373	RC-062	22
Terrorism Research Specialist Trainee	45375	RC-062	14
Unemployment Insurance Adjudicator I	47001	RC-062	11

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Unemployment Insurance Adjudicator II	47002	RC-062	13
Unemployment Insurance Adjudicator III	47003	RC-062	15
Unemployment Insurance Revenue Analyst I	47081	RC-062	15
Unemployment Insurance Revenue Analyst II	47082	RC-062	17
Unemployment Insurance Revenue Specialist	47087	RC-062	13
Unemployment Insurance Special Agent	47096	RC-062	18
Vehicle Emission Compliance Supervisor, Environmental Protection Agency	47583	RC-062	15
Veterans Educational Specialist I	47681	RC-062	15
Veterans Educational Specialist II	47682	RC-062	17
Veterans Educational Specialist III	47683	RC-062	21
Veterans Employment Representative I	47701	RC-062	14
Veterans Employment Representative II	47702	RC-062	16
Volunteer Services Coordinator I	48481	RC-062	13
Volunteer Services Coordinator II	48482	RC-062	16
Volunteer Services Coordinator III	48483	RC-062	18
Wage Claims Specialist	48770	RC-062	09
Weatherization Specialist I	49101	RC-062	14
Weatherization Specialist II	49102	RC-062	17
Weatherization Specialist III	49103	RC-062	20
Weatherization Specialist Trainee	49105	RC-062	12
Workers Compensation Insurance Compliance Investigator	49640	RC-062	20

NOTE: The positions allocated to the Public Service Administrator title that are assigned to at the frozen negotiated RC-062 pay grade have the following Options: 2; 7; 8B; 8C; 8F; 8Y; and 8Z. The positions allocated to the Senior Public Service Administrator title that are assigned to a frozen negotiated RC-062 pay grade have the Option 7. See the definition of option in Section 310.50.

For the Revenue Tax Specialist II position classification title only – The pay grade assigned to the employee is based on the location of the position and the residence held by the employee. In the same position classification, the employee holding a position and residence outside the boundaries of the State of Illinois is assigned to a different pay grade than the pay grade assigned to the employee holding a position within the boundaries of the State of Illinois. The pay grade assigned to the employee holding a position located within the boundaries of the State of Illinois is the pay grade with the (IL) indication next to the position classification. The pay grade assigned to the employee holding the position located outside the boundaries of the State of Illinois is

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

## NOTICE OF ADOPTED AMENDMENTS

determined by the location of the employee's residence or position location (e.g., IL, CA or NJ or a state other than IL, CA or NJ). If the employee's residence moves to another state while the employee is in the same position located outside the boundaries of the State of Illinois, or moves into another position located outside the boundaries of the State of Illinois in the same position classification, the base salary may change depending on the location of the employee's new residence. In all cases, change in base salary shall be on a step for step basis (e.g., if the original base salary was on Step 5 in one pay grade, the new base salary will also be on Step 5 of the newly appropriate pay grade).

For the Revenue Audit Supervisor, Revenue Auditor I, II and III, Revenue Auditor Trainee, and Revenue Computer Audit Specialist position classification titles only – Effective July 1, 2010, State employees appointed to positions allocated to the Revenue Audit Supervisor, Revenue Auditor I, II and III, Revenue Auditor Trainee, and Revenue Computer Audit Specialist classifications shall be assigned to the pay grades:

- Revenue Audit Supervisor, RC-062-29
- Revenue Auditor I, RC-062-21
- Revenue Auditor II, RC-062-24
- Revenue Auditor III, RC-062-26
- Revenue Auditor Trainee, RC-062-25
- Revenue Computer Audit Specialist, RC-062-27

if the employee lives in California, 50% or more of the employee's work is within a 200 mile radius of the Paramus NJ Illinois Department of Revenue office, or 50% or more of the employee's work is within the District of Columbia.

**Effective July 1, 2011**  
**Bargaining Unit: RC-062**

Pay Grade	Pay Plan Code	S T E P S							
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
09	B	3035	3129	3229	3329	3436	3537	3705	3853
09	Q	3159	3255	3361	3464	3576	3683	3860	4016
09	S	3224	3323	3429	3535	3649	3755	3933	4091
10	B	3132	3248	3343	3454	3563	3673	3861	4017

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10	Q	3259	3377	3480	3599	3711	3827	4031	4192
10	S	3326	3445	3551	3668	3781	3905	4106	4270
11	B	3249	3359	3467	3593	3711	3826	4029	4190
11	Q	3379	3500	3614	3743	3869	3990	4206	4374
11	S	3446	3568	3682	3815	3941	4066	4281	4451
12	B	3379	3504	3618	3753	3876	4020	4235	4403
12	Q	3518	3648	3769	3914	4046	4193	4423	4599
12	S	3586	3718	3839	3988	4124	4272	4501	4681
12H	B	20.79	21.56	22.26	23.10	23.85	24.74	26.06	27.10
12H	Q	21.65	22.45	23.19	24.09	24.90	25.80	27.22	28.30
12H	S	22.07	22.88	23.62	24.54	25.38	26.29	27.70	28.81
13	B	3507	3635	3774	3915	4057	4210	4443	4621
13	Q	3652	3785	3934	4089	4238	4394	4644	4829
13	S	3722	3859	4011	4167	4313	4474	4724	4913
14	B	3656	3795	3943	4117	4266	4428	4686	4874
14	Q	3812	3957	4119	4296	4458	4628	4898	5092
14	S	3882	4035	4192	4374	4536	4708	4975	5172
14H	B	22.50	23.35	24.26	25.34	26.25	27.25	28.84	29.99
14H	Q	23.46	24.35	25.35	26.44	27.43	28.48	30.14	31.34
14H	S	23.89	24.83	25.80	26.92	27.91	28.97	30.62	31.83
15	B	3802	3970	4133	4294	4470	4636	4915	5110
15	Q	3967	4140	4313	4487	4673	4845	5134	5341
15	S	4040	4218	4389	4567	4752	4923	5215	5423
16	B	3979	4157	4342	4521	4711	4899	5188	5395
16	Q	4152	4342	4538	4727	4922	5119	5424	5642
16	S	4232	4420	4618	4809	5001	5200	5499	5719

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16H	B	24.49	25.58	26.72	27.82	28.99	30.15	31.93	33.20
16H	Q	25.55	26.72	27.93	29.09	30.29	31.50	33.38	34.72
16H	S	26.04	27.20	28.42	29.59	30.78	32.00	33.84	35.19
17	B	4170	4361	4562	4756	4949	5149	5455	5674
17	Q	4350	4559	4769	4967	5169	5381	5700	5930
17	S	4429	4639	4849	5050	5249	5458	5784	6014
18	B	4388	4599	4814	5033	5237	5448	5772	6004
18	Q	4583	4811	5032	5261	5475	5693	6035	6275
18	S	4660	4886	5110	5340	5555	5775	6111	6357
19	B	4624	4860	5089	5324	5550	5781	6133	6378
19	J	4624	4860	5089	5324	5550	5781	6133	6378
19	Q	4832	5080	5315	5569	5800	6044	6408	6665
19	S	4914	5160	5397	5647	5881	6124	6486	6746
20	B	4885	5133	5371	5626	5872	6115	6485	6745
20	Q	5106	5363	5616	5882	6135	6390	6781	7051
20	S	5187	5443	5693	5960	6214	6470	6857	7131
21	B	5159	5425	5687	5952	6223	6482	6887	7162
21	U	5159	5425	5687	5952	6223	6482	6887	7162
21	Q	5392	5671	5942	6221	6505	6777	7197	7485
21	S	5472	5747	6020	6302	6583	6854	7277	7568
22	B	5454	5739	6018	6304	6595	6869	7297	7589
22	Q	5698	5998	6292	6586	6891	7181	7625	7928
22	S	5781	6074	6371	6665	6972	7263	7706	8014
23	B	5785	6092	6405	6708	7017	7322	7784	8096
23	Q	6050	6369	6695	7009	7334	7653	8131	8456
23	S	6127	6446	6774	7090	7413	7731	8212	8538
24	B	6158	6484	6826	7151	7483	7819	8311	8642

## DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

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24	J	6158	6484	6826	7151	7483	7819	8311	8642
24	Q	6436	6780	7132	7476	7817	8172	8685	9033
24	S	6517	6856	7209	7553	7899	8253	8763	9114
25	B	6564	6922	7287	7651	8014	8379	8917	9274
25	J	6564	6922	7287	7651	8014	8379	8917	9274
25	Q	6857	7234	7612	7998	8378	8757	9319	9692
25	S	6938	7313	7692	8074	8454	8833	9397	9775
26	B	7003	7387	7780	8173	8554	8938	9515	9895
26	U	7003	7387	7780	8173	8554	8938	9515	9895
27	B	7477	7884	8300	8720	9129	9539	10155	10562
27	J	7477	7884	8300	8720	9129	9539	10155	10562
27	U	7477	7884	8300	8720	9129	9539	10155	10562
28	B	7845	8270	8709	9150	9579	10008	10656	11084
29	U	8232	8679	9138	9603	10052	10503	11182	11629

(Source: Amended at 36 Ill. Reg. 16213, effective November 1, 2012)

## CHIEF PROCUREMENT OFFICER FOR GENERAL SERVICES

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- 1) Heading of the Part: Chief Procurement Officer for General Services Standard Procurement
- 2) Code Citation: 44 Ill. Adm. Code 1
- 3) 

<u>Section Numbers</u> :	<u>Adopted Action</u> :
1.8000	New Section
1.8005	New Section
1.8010	New Section
1.8015	New Section
1.8020	New Section
1.8025	New Section
1.8030	New Section
- 4) Statutory Authority: The Illinois Procurement Code [30 ILCS 500], and the Illinois Lottery Law [20 ILCS 1605]
- 5) Effective Date of Rulemaking: November 1, 2012
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? No
- 8) A copy of the adopted amendments, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.
- 9) Notice of Proposal published in *Illinois Register*: June 22, 2012; 36 Ill. Reg. 9025
- 10) Has JCAR issued a Statement of Objection to this rulemaking? No
- 11) Differences between Proposal and Final Version: Several grammatical corrections and clarifications were made in agreement with JCAR.
- 12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreements issued by JCAR? Yes
- 13) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 14) Are there any other proposed rulemakings pending on this Part? No

## CHIEF PROCUREMENT OFFICER FOR GENERAL SERVICES

## NOTICE OF ADOPTED AMENDMENTS

- 15) Summary and Purpose of Rulemaking: The selection of a private manager for the Illinois Lottery is exempt from the Illinois Procurement Code, with the exception of Section 20-160 and Article 50. See 30 ILCS 500/1-10(d). In P.A. 97-464 (effective October 15, 2011), the Illinois Lottery Law was amended to require the Chief Procurement Officer to adopt rules to establish a procurement process to select a successor private manager if a private manager agreement has been terminated.

The proposed section outlines the selection process the Department of Lottery will follow in choosing a successor private manager if a private management agreement is terminated, allows for the use of advisors to assist in the preparation of the request for qualifications and selection of a private manager, outlines the use of a public hearings in the selection process, advises on the award process and sets forth how a selection may be protested.

- 16) Information and questions regarding these adopted amendments shall be directed to:

Margaret L. van Dijk  
Senior Policy Advisor  
Chief Procurement Office for General Services  
712 Stratton Office Building  
Springfield, IL 62706

217/558-2228  
Margaret.vanDijk@illinois.gov

The full text of the Adopted Amendments begins on the next page:

## CHIEF PROCUREMENT OFFICER FOR GENERAL SERVICES

## NOTICE OF ADOPTED AMENDMENTS

TITLE 44: GOVERNMENT CONTRACTS, PROCUREMENT  
AND PROPERTY MANAGEMENT

## SUBTITLE A: PROCUREMENT AND CONTRACT PROVISIONS

## CHAPTER I: CHIEF PROCUREMENT OFFICER FOR GENERAL SERVICES

## PART 1

CHIEF PROCUREMENT OFFICER FOR GENERAL SERVICES  
STANDARD PROCUREMENT

## SUBPART A: GENERAL

## Section

1.1	Title
1.3	Authority
1.5	Policy
1.8	Implementation of This Part
1.10	Application
1.15	Definition of Terms Used in This Part
1.25	Property Rights
1.30	Constitutional Officers, and Legislative and Judicial Branches (Repealed)

## SUBPART B: PROCUREMENT RULES, POLICIES AND PROCEDURES

## Section

1.525	Rules
1.530	Policies and Procedures

## SUBPART C: PROCUREMENT AUTHORITY

## Section

1.1005	Procurement Authority
1.1010	Appointment of State Purchasing Officer (Repealed)
1.1040	Central Procurement Authority of the CPO-GS
1.1050	Procurement Authority of the SPO; Limitations (Repealed)
1.1060	Delegation
1.1070	Toll Highway Authority
1.1075	Department of Natural Resources (Repealed)
1.1080	Illinois Mathematics and Science Academy (Repealed)

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## SUBPART D: PUBLICIZING PROCUREMENT ACTIONS

## Section

- 1.1501 Illinois Procurement Bulletin
- 1.1510 Publication of Illinois Procurement Bulletin
- 1.1515 Registration
- 1.1525 Bulletin Content
- 1.1550 Official State Newspaper (Repealed)
- 1.1560 Alternate and Supplemental Notice
- 1.1570 Error in Notice
- 1.1580 Direct Solicitation
- 1.1585 Notice Time
- 1.1590 Retention of Bulletin Information (Repealed)
- 1.1595 Availability of Solicitation Document

## SUBPART E: SOURCE SELECTION AND CONTRACT FORMATION

## Section

- 1.2005 General Provisions
- 1.2010 Competitive Sealed Bidding
- 1.2012 Multi-Step Sealed Bidding
- 1.2013 Reverse Auctions
- 1.2015 Competitive Sealed Proposals
- 1.2020 Small Purchase Limits
- 1.2025 Sole Economically Feasible Source Procurement
- 1.2030 Emergency Procurements
- 1.2035 Competitive Selection Procedures for Professional and Artistic Services
- 1.2036 Other Methods of Source Selection
- 1.2037 Tie Bids and Proposals
- 1.2038 Modification or Withdrawal of Bids or Proposals
- 1.2039 Mistakes
- 1.2040 Cancellation of Solicitations; Rejection of Bids or Proposals

## SUBPART F: SUPPLIERS, PREQUALIFICATION AND RESPONSIBILITY

## Section

- 1.2043 Suppliers
- 1.2044 Vendor List
- 1.2045 Vendor Prequalification

CHIEF PROCUREMENT OFFICER FOR GENERAL SERVICES

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1.2046 Responsibility

SUBPART G: BID, PROPOSAL AND PERFORMANCE SECURITY

Section  
1.2047 Security Requirements

SUBPART H: SPECIFICATIONS AND SAMPLES

Section  
1.2050 Specifications and Samples

SUBPART I: CONTRACTS

Section  
1.2055 Types of Contracts  
1.2060 Duration of Contracts – General  
1.2065 Cancellation of Contracts

SUBPART J: PROCUREMENT FILES

Section  
1.2080 Public Procurement File  
1.2084 Record Retention  
1.2086 Filing with the Comptroller

SUBPART K: WORKING CONDITIONS

Section  
1.2560 Prevailing Wage  
1.2570 Equal Employment Opportunity; Affirmative Action  
1.2575 Subcontractors (Repealed)

SUBPART L: CONTRACT PRICING

Section  
1.2800 All Costs Included (Repealed)

SUBPART M: CONSTRUCTION AND

## CHIEF PROCUREMENT OFFICER FOR GENERAL SERVICES

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## CONSTRUCTION RELATED PROFESSIONAL SERVICES

## Section

1.3005 Construction and Construction Related Professional Services

## SUBPART N: REAL PROPERTY LEASES AND CAPITAL IMPROVEMENT LEASES

## Section

1.4005 Real Property Leases and Capital Improvement Leases  
1.4010 Authority  
1.4015 Method of Source Selection  
1.4020 Request for Information – Real Property and Capital Improvement Leases  
1.4025 Lease Requirements  
1.4030 Purchase Option  
1.4035 Rent Without Occupancy  
1.4040 Local Site Preferences  
1.4042 Historic Area Preferences  
1.4044 Emergency Lease Procurement

## SUBPART O: PREFERENCES

## Section

1.4505 Procurement Preferences  
1.4510 Resident Vendor Preference  
1.4515 Soybean Oil-Based Ink  
1.4520 Recycled Materials  
1.4525 Recyclable Paper  
1.4526 Environmentally Preferable Procurement  
1.4530 Correctional Industries  
1.4535 Qualified Not-for-Profit Agencies for Persons with Severe Disabilities  
1.4540 Gas Mileage and Flex-Fuel Requirements  
1.4545 Small Business  
1.4550 Illinois Agricultural Products  
1.4555 Corn-Based Plastic Products  
1.4557 Disabled Veterans  
1.4570 Contracting with Businesses Owned and Controlled by Minorities, Females and Persons with Disabilities  
1.4575 Domestic Products  
1.4578 Bio-Based Products

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## NOTICE OF ADOPTED AMENDMENTS

1.4579 Notice of Preferences

## SUBPART P: ETHICS

## Section

1.5002 Continuing Disclosure; False Certification  
1.5005 Bribery  
1.5010 Felons  
1.5011 Debt Delinquency  
1.5012 Collection and Remittance of Illinois Use Tax  
1.5013 Conflicts of Interest Prohibited by the Code  
1.5014 Environmental Protection Act Violations  
1.5015 Negotiations for Future Employment  
1.5020 Exemptions  
1.5021 Bond Issuances  
1.5023 Other Conflicts of Interest  
1.5030 Revolving Door Prohibition  
1.5035 Disclosure of Financial Interests and Potential Conflicts of Interest  
1.5036 Disclosures of Business in Iran  
1.5037 Vendor Registration, Certification and Prohibition on Political Contributions  
1.5038 Lobbying Restrictions  
1.5039 Procurement Communication Reporting Requirement  
1.5055 Supply Inventory  
1.5060 Prohibited Bidders and Contractors  
1.5065 Lead Poisoning Prevention Act Violations

## SUBPART Q: CONCESSIONS

## Section

1.5310 Concessions

## SUBPART R: COOPERATIVE PURCHASING

## Section

1.5400 General  
1.5420 Governmental Joint Purchasing Act Contracts  
1.5440 Non-Governmental Joint Purchasing  
1.5460 No Agency Relationship  
1.5510 Complaints Against Vendors (Repealed)

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- 1.5520 Suspension (Repealed)
- 1.5530 Resolution of Contract Controversies (Repealed)
- 1.5540 Violation of Law or Rule (Repealed)

## SUBPART S: PROTESTS

- Section
- 1.5550 Protests

## SUBPART T: SUSPENSION AND DEBARMENT

- Section
- 1.5560 Suspension and Debarment

## SUBPART U: VIOLATION OF STATUTE OR RULE

- Section
- 1.5620 Violation of Statute or Rule

## SUBPART V: HEARING PROCEDURES

- Section
- 1.5700 General
- 1.5710 Informal Process
- 1.5720 Hearing Officers
- 1.5730 Notice of Hearing
- 1.5740 Written Comments and Oral Testimony
- 1.6010 Supply Management and Dispositions (Repealed)
- 1.6500 General (Repealed)
- 1.6510 No Agency Relationship (Repealed)
- 1.6520 Obligations of Participating Governmental Units (Repealed)
- 1.6530 Centralized Contracts – Estimated Quantities (Repealed)
- 1.6535 Centralized Contracts – Definite Quantities (Repealed)

## SUBPART W: MISCELLANEOUS PROVISIONS OF GENERAL APPLICABILITY

- Section
- 1.7000 Severability
- 1.7010 Government Furnished Property

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1.7015	Inspections
1.7020	Taxes, Licenses, Assessments and Royalties
1.7025	Written Determinations (Repealed)
1.7030	No Waiver of Sovereign Immunity

SUBPART X: SELECTION OF A SUCCESSOR ILLINOIS LOTTERY  
PRIVATE MANAGER IF A PRIVATE MANAGEMENT  
AGREEMENT HAS BEEN TERMINATED

<u>Section</u>	
<u>1.8000</u>	<u>Authority</u>
<u>1.8005</u>	<u>General</u>
<u>1.8010</u>	<u>Selection Process</u>
<u>1.8015</u>	<u>Lottery Advisors</u>
<u>1.8020</u>	<u>Public Hearing</u>
<u>1.8025</u>	<u>Award</u>
<u>1.8030</u>	<u>Action to Contest Selection</u>

AUTHORITY: The Illinois Procurement Code [30 ILCS 500] and the Illinois Lottery Law [20 ILCS 1605].

SOURCE: Adopted at 7 Ill. Reg. 100, effective December 17, 1982; amended at 7 Ill. Reg. 13481, effective October 4, 1983; amended at 7 Ill. Reg. 13844, effective October 12, 1983; codified at 8 Ill. Reg. 14941; Sections 1.2210, 1.2220, 1.2230, 1.2240 recodified to Section 1.2210 at 9 Ill. Reg. 6118; amended at 10 Ill. Reg. 923, effective January 2, 1986; amended at 10 Ill. Reg. 18707, effective October 22, 1986; amended at 11 Ill. Reg. 7225, effective April 6, 1987; amended at 11 Ill. Reg. 7595, effective April 14, 1987; amended at 13 Ill. Reg. 17804, effective November 7, 1989; emergency amendment at 16 Ill. Reg. 13118, effective August 7, 1992, for a maximum of 150 days; amended at 17 Ill. Reg. 600, effective January 5, 1993; amended at 17 Ill. Reg. 14576, effective August 27, 1993; amended at 20 Ill. Reg. 9015, effective July 1, 1996; old Part repealed by emergency rulemaking at 22 Ill. Reg. 12632, effective July 1, 1998, for a maximum of 150 days, and new Part adopted by emergency rulemaking at 22 Ill. Reg. 12726, effective July 1, 1998, for a maximum of 150 days; old Part repealed and new Part adopted at 22 Ill. Reg. 20875, effective November 25, 1998; emergency amendment at 23 Ill. Reg. 2812, effective February 16, 1999, for a maximum of 150 days; emergency expired on July 15, 1999; emergency amendment at 23 Ill. Reg. 5869, effective April 29, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 7075, effective June 7, 1999; amended at 24 Ill. Reg. 1900, effective January 21, 2000; amended at 26 Ill. Reg. 13189, effective August 23, 2002; emergency amendment at 29 Ill. Reg. 20540, effective December 2,

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2005, for a maximum of 150 days; emergency amendment repealed by emergency rulemaking at 30 Ill. Reg. 5673, effective March 7, 2006, for the balance of the 150 days; emergency expired August 3, 2006; amended at 30 Ill. Reg. 138, effective December 22, 2005; amended at 30 Ill. Reg. 13378, effective July 25, 2006; amended at 30 Ill. Reg. 17305, effective October 20, 2006; amended at 30 Ill. Reg. 18635, effective November 17, 2006; emergency amendment at 33 Ill. Reg. 3205, effective January 28, 2009, for a maximum of 150 days; amended at 33 Ill. Reg. 9607, effective June 25, 2009; recodified, pursuant to PA 96-795, from Department of Central Management Services to Chief Procurement Officer for General Services at 35 Ill. Reg. 10143; amended at 36 Ill. Reg. 10729, effective August 6, 2012; amended at 36 Ill. Reg. 16319, effective November 1, 2012.

SUBPART X: SELECTION OF A SUCCESSOR ILLINOIS LOTTERY  
PRIVATE MANAGER IF A PRIVATE MANAGEMENT  
AGREEMENT HAS BEEN TERMINATED

**Section 1.8000 Authority**

This Subpart is promulgated by the Chief Procurement Officer for General Services (CPO-GS) in accordance with the provisions of the Illinois Lottery Law (Lottery Law) [20 ILCS 1605]. This Subpart may be amended in accordance with the Lottery Law and the Illinois Administrative Procedure Act [5 ILCS 100/Art. 5].

(Source: Added at 36 Ill. Reg. 16319, effective November 1, 2012)

**Section 1.8005 General**

The Chief Procurement Officer shall adopt administrative rules, including emergency rules, to establish a procurement process to select a successor private manager if a private management agreement has been terminated. [20 ILCS 1605/9.1(o)]

(Source: Added at 36 Ill. Reg. 16319, effective November 1, 2012)

**Section 1.8010 Selection Process**

- a) Notwithstanding any other law to the contrary, the Department of the Lottery (Lottery) shall select a private manager through a competitive request for qualifications process consistent with Section 20-35 of the Illinois Procurement Code. [20 ILCS 1605/9.1(e)]

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- b) Contents. The Request for Qualifications (RFQ) shall be in the form specified by the Lottery and shall contain at least the following information:
- 1) the type of services required;
  - 2) a description of the work involved;
  - 3) an estimate of when and for how long the services will be required;
  - 4) the type of contract to be used;
  - 5) a date by which proposals for the performance of the services shall be submitted;
  - 6) a statement of the minimum information that the proposal shall contain, which may, by way of example, include:
    - A) the name of the offeror, the location of the offeror's principal place of business and, if different, the place of performance of the proposed contract;
    - B) if deemed relevant, the age of the offeror's business and average number of employees over a previous period of time, as specified in the RFQ;
    - C) the abilities, qualifications and experience of all persons who would be assigned to provide the required services;
    - D) a listing of other contracts under which services similar in scope, size or discipline to the required services were performed or undertaken within a previous period of time, as specified in the RFQ;
    - E) a plan, giving as much detail as is practical, explaining how the services will be performed;
  - 7) price or other proposed form of compensation (to be submitted in a separate envelope in the proposal package and not mentioned elsewhere in the proposal package);

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- 8) the factors to be used in the evaluation and selection process and their relative importance; and
  - 9) a plan for post-performance review to be conducted by the Lottery after completion of services and before final payment and to be made part of the procurement file.
- c) The RFQ may not require, stipulate, suggest or encourage a monetary or financial contribution, donation, incentive or economic investment as an explicit or implied term or condition for awarding the contract. The RFQ may not include a requirement that an individual or individuals employed by the Lottery or employed by Lottery advisors receive a consulting contract for professional services.
- d) Prior to the publication of the RFQ in the Illinois Procurement Bulletin, the Lottery shall obtain written approval of the evaluation factors from the CPO-GS or a designee.
- e) Evaluation. Proposals shall be evaluated only on the basis of evaluation factors stated in the RFQ. Price or other form of compensation will not be evaluated until ranking of all proposals and identification of the most qualified vendor. The minimum factors are:
- 1) the offeror's ability to market the Lottery to those residents who are new, infrequent or lapsed players of the Lottery, especially those who are most likely to make regular purchases on the internet;
  - 2) the offeror's ability to address the State's concern with the social effects of gambling on those who can least afford to do so;
  - 3) the offeror's ability to provide the most successful management of the Lottery for the benefit of the people of the State based on current and past business practices or plans of the offeror;
  - 4) the offeror's past performance in servicing, equipping, operating or managing a lottery on behalf of Illinois, another State or foreign government and attracting persons who are not currently regular players

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of a lottery and maximizing revenue in an ethical and socially responsible manner [20 ILCS 1605/9.1(e)];

- 5) the plan for performing the required services;
  - 6) ability to perform the services as reflected by technical training and education, general experience, specific experience in providing the required services, and the qualifications and abilities of personnel proposed to be assigned to perform the services;
  - 7) the personnel, equipment and facilities to perform the services currently available or demonstrated to be made available at the time of contracting;  
and
  - 8) a record of past performance of similar work.
- f) Delivery, Receipt and Handling of Proposals
- 1) Receipt. Upon its receipt, each proposal and modification shall be date- and time-stamped but not opened and shall be stored in a secure place until the time and date set for opening. If a proposal is opened for identification purposes or opened in error, the file should state the reason for the error.
  - 2) Proposals shall be submitted to and opened by the Lottery.
    - A) Proposals and modifications shall be opened publicly at the time, date and place designated in the RFQ.
    - B) Opening shall be witnessed by a State witness or by any other person present, but the person opening proposals shall not serve as witness. A record shall be prepared that shall include the name of each offeror and a description sufficient to identify the supply or service item offered. The record of proposals shall be open to public inspection after award of the contract.
    - C) Proposals and modifications shall be opened in a manner designed to avoid disclosing contents to competitors. Only authorized State

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personnel and contractual agents may review the proposals prior to award.

g) Discussions

1) Discussions Permissible. The Lottery may conduct discussions with any offeror to:

A) determine in greater detail the offeror's qualifications; and

B) explore with the offeror the scope and nature of the required services, the offeror's proposed method of performance, and the relative utility of alternative methods of approach. The Lottery may allow changes to the proposal based on those discussions.

2) No Disclosure of Information. Discussions shall not disclose any information derived from proposals submitted by other offerors, and the agency conducting the procurement shall not disclose any information contained in any proposals until after award of the proposed contract.

3) No discussions with offerors may occur unless the entire evaluation committee is present.

h) Selection of the Best Qualified Offerors

After conclusion of validation of qualifications, evaluation and discussion, the Lottery initially shall rank the acceptable offerors in the order of their respective qualifications compared to the qualifications outlined in the RFQ and not considering price.

i) Evaluation of Pricing Data or Other Proposed Compensation

Pricing and other forms of proposed compensation submitted for all acceptable proposals timely submitted shall be opened and the offerors shall be ranked only after the initial ranking under subsection (h) has been completed.

j) Negotiation and Award of Contract

1) General. The Lottery shall designate a negotiation committee to attempt to negotiate a contract with the best qualified offeror for the required services at fair and reasonable compensation. The Lottery may, in the

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## NOTICE OF ADOPTED AMENDMENTS

interest of efficiency, negotiate with the next highest ranked vendor while negotiating with the best qualified vendor.

- 2) The Lottery shall conduct compensation negotiations with the vendor determined to be most qualified based upon the evaluation factors contained in the RFQ prior to the publication of any notice of award.
- 3) Elements of Negotiation. At a minimum, contract negotiations shall be directed toward:
  - A) making certain that the offeror has a clear understanding of the scope of the work, specifically the essential requirements involved in providing the required services, and that the plan for service delivery is feasible;
  - B) determining that the offeror will make available the necessary personnel and facilities to perform the services within the required time; and
  - C) agreeing upon compensation that is fair and reasonable and based upon realistic revenue projections, taking into account the estimated value of the required services and the scope, complexity and nature of those services.
- 4) Successful Negotiation of Contract with Best Qualified Offeror
  - A) If compensation, contract requirements and contract documents can be agreed upon with the best qualified offeror, the contract shall be awarded to that offeror, unless the procurement is canceled.
  - B) Compensation must be determined in writing to be fair and reasonable by the Superintendent of the Lottery (Superintendent). The negotiation committee shall prepare a compensation analysis and recommendation for consideration by the Superintendent. The analysis shall be based on specifications contained in the RFQ and include, but not limited to, the nature of the services needed, qualifications of the offerors, consideration of range of prices

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received in the course of the procurement, other available pricing information and the Lottery's identified budget.

5) Failure to Negotiate Contract with Best Qualified Offeror

A) If compensation, contract requirements or contract documents cannot be agreed upon with the best qualified offeror, a written record stating the reasons shall be placed in the file. The Lottery shall advise the offeror of the termination of negotiations.

B) Upon failure to negotiate a contract with the best qualified offeror, the Lottery may enter into negotiations with the next most qualified offeror.

k) Award

Award shall be made to the offeror determined in writing by the Department to be best qualified based on the evaluation factors set forth in the request for qualifications and negotiation of compensation determined to be fair and reasonable. [30 ILCS 500/20-35]

l) Notice of Award

Written notice of award shall be public information and made a part of the contract file. The Lottery shall publish the names of its responsible decision makers, the successful vendor, a contract reference number or other identifier, and the value of the contract. Publication shall be in the Illinois Procurement Bulletin.

(Source: Added at 36 Ill. Reg. 16319, effective November 1, 2012)

**Section 1.8015 Lottery Advisors**

a) The Lottery may retain the services of an advisor to assist in the preparation of the terms of the request for qualifications and the selection of the private manager.

b) Any prospective advisor seeking to assist the Lottery must disclose all material business or financial relationships during the past three years with:

1) any potential offeror; and

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- 2) any contractor or subcontractor presently providing goods, services or equipment to the Lottery.
- c) For the purpose of this Section, "material business or financial relationship" includes, but is not limited to, those relationships in which the individual (or his or her spouse or immediate family member) benefits by receiving a salary, royalty, intellectual property rights, consulting fee, honoraria, ownership interest (e.g., stocks, stock options or other ownership interest, excluding diversified mutual funds), any benefit associated with licensure, or other benefit. These benefits are usually, but not necessarily, associated with roles such as employment, management position, independent contractor (including contracted research), lobbying, consulting, speaking or teaching, membership on advisory committees or review panels, board membership, and other activities for which some form of remuneration is received or expected. There is no set minimal dollar amount for relationships to be considered material.
- d) All disclosures made under this Section shall include both domestic and international business or financial relationships.
- e) After evaluating the material business or financial relationships of each prospective advisor, the Lottery may select an advisor so long as the Department does not deem any of the business or financial relationships of the advisor likely to impair the advisor's objectivity.

(Source: Added at 36 Ill. Reg. 16319, effective November 1, 2012)

**Section 1.8020 Public Hearing**

- a) After receipt of all offerors' proposals, the Lottery shall select offerors as finalists.
- b) The Lottery shall hold a public hearing on the finalists' proposals.
- c) At least 7 days prior to the public hearing, the Lottery must provide public notice that includes:
- 1) The date, time and place of the hearing;
  - 2) The subject matter of the hearing;

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- 3) A brief description of the private management agreement to be awarded;
  - 4) The identity of the offerors selected as finalists; and
  - 5) The address and telephone number of the Lottery.
- d) At the public hearing, the Lottery shall:
- 1) Provide sufficient time to allow each of the finalists to present its proposal. Each finalist shall be afforded an identical, maximum amount of time for presentation, including any extensions of time that may be granted during the course of the hearing.
  - 2) Allow comments from the public and offerors that were not selected as finalists.

(Source: Added at 36 Ill. Reg. 16319, effective November 1, 2012)

**Section 1.8025 Award**

- a) Prior to the Lottery's selection of the final offeror, the CPO-GS shall certify that the procurement process provided for under this Subpart has been followed. Notice of this determination shall be published in the Illinois Procurement Bulletin.
- b) The Lottery shall select a final offeror as private manager by publication of notice in the Bulletin. This notice shall include *a detailed explanation and the reasons why the final offeror is superior to other offerors and will provide management services in a manner that best achieves the objectives of the Illinois Lottery Law.* [20 ILCS 1605(h)]
- c) Within 7 days after award of the contract and subject to provisions of the Freedom of Information Act [5 ILCS 140], the Lottery shall make available for public inspection and copying all pre-award, post-award, administration and close-out documents relating to the contract. [30 ILCS 500/20-155]

(Source: Added at 36 Ill. Reg. 16319, effective November 1, 2012)

**Section 1.8030 Action to Contest Selection**

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- a) Any action to contest the selection of the private manager by the Lottery must be brought within 14 calendar days after the publication of the notice provided for in Section 1.8025(b).
- b) Any action to contest the final selection will be reviewed by the Protest Review Office in accordance with Section 1.5550. The CPO-GS shall make the final determination on the merits of any action to contest the final selection of the private manager.
- c) Protest Review Officer  
The CPO-GS may appoint one or more Protest Review Officers (PRO) to consider the procurement-related protests and make a recommendation to the CPO-GS for resolution of the protest. The CPO-GS may adopt the recommendation or take other action.
- d) Submission of Protest
- 1) A protesting party must submit a protest in writing to the PRO identified in the solicitation document. Fax and email qualify as writing, but the PRO does not guarantee receipt using those means.
- 2) The protest must be physically received by the PRO at the location specified. A postmark or other carrier mark prior to the due date and time is not sufficient to show physical receipt.
- A) In regard to the solicitation notice or solicitation document including specifications, a protest must be received within 14 days after the date the solicitation was posted to the Bulletin and must be received by the PRO at the designated address before the date for opening bids or proposals.
- B) In regard to rejection of individual bids or proposals or awards, the protest must be received by close of business no later than 14 days after the protesting party knows or should have known of the facts giving rise to the protest to ensure consideration and, in any event, must be received before execution of the applicable contract.

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- 3) Any notice posted to the Bulletin establishes the "known or should have known" date for the subject matter of the notice.
- 4) Protests must be clearly marked on the delivery container, the fax cover sheet or the email subject line.
- 5) The written protest shall include as a minimum the following:
  - A) the name and address of the protesting party;
  - B) identification of the procurement and, if a contract has been awarded, its number or other identifier;
  - C) a statement of reasons for the protest specifically identifying any alleged violation of a procurement statute, a procurement rule or the solicitation itself, including the evaluation and award (conclusions with supporting facts and arguments may not be sufficient);
  - D) supporting exhibits, evidence or documents to substantiate any claims unless not available within the filing time, in which case the expected availability date shall be indicated. If submitting the protest by fax, supporting documentation over 20 pages in length may not be included without authorization. If the protest is by fax or email, the protesting party may be required to submit documentation by mail or carrier within 2 business days after the request; and
  - E) specific relief sought.
- e) Requested Information  
The protesting party must supply any additional information requested by the PRO within the time periods set in the request. If the protesting party fails to comply with this request, the PRO shall consider the protest on the basis of available information or may deny the protest.
- f) Stay of Procurements During Protest  
Unless the CPO-GS determines the needs of the State require an immediate execution of a contract, the following apply:

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- 1) When a protest has been timely filed and before an award has been made, the Lottery shall make no award of the contract until the protest has been resolved.
  - 2) If timely received but after award, the award shall be stayed without penalty to the State.
- g) Resolution  
The CPO-GS will resolve the protest by means of a written determination. The resolution may include affirming the State's initial decision, in whole or in part, or revoking the State's decision in whole or in part.
- h) Effect of Judicial Proceedings  
If an action concerning the protest has commenced in a court or administrative body, the CPO-GS may defer resolution of the protest pending the judicial or administrative determination.

(Source: Added at 36 Ill. Reg. 16319, effective November 1, 2012)

## ILLINOIS RACING BOARD

## NOTICE OF ADOPTED AMENDMENT

- 1) Heading of the Part: Entries and Declarations
- 2) Code Citation: 11 Ill. Adm. Code 1312
- 3) Section Number: 1312.55                      Adopted Action:  
New Section
- 4) Statutory Authority: 230 ILCS 5/9(b)
- 5) Effective Date of Rulemaking: November 1, 2012
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporation by reference? No
- 8) A copy of the adopted amendment, including any material incorporated by reference, is on file in the agency's central office and is available for public inspection.
- 9) Notice of Proposal published in *Illinois Register*: 36 Ill. Reg. 11965; July 27, 2012.
- 10) Has JCAR issued a Statement of Objection to this rulemaking? No
- 11) Differences between Proposal and Final version: None
- 12) Have all the changes agreed upon by the Agency and JCAR been made as indicated in the letter issued by JCAR? Yes
- 13) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 14) Are there any other proposed rulemakings pending in this Part? No
- 15) Summary and Purpose of Rulemaking: This proposed rulemaking requires the Executive Director of the Board to approve any purse changes once the purse for a race has been advertised and prior to the first entry. Purse changes after entries are made must be approved by the Board.
- 16) Information and questions regarding this rulemaking shall be directed to:

Mickey Ezzo

ILLINOIS RACING BOARD

NOTICE OF ADOPTED AMENDMENT

Illinois Racing Board  
100 West Randolph, Suite 7-701  
Chicago, Illinois 60601

312/814-5017

The full text of the Adopted Amendment begins on the next page:

## ILLINOIS RACING BOARD

## NOTICE OF ADOPTED AMENDMENT

TITLE 11: ALCOHOL, HORSE RACING, ~~AND LOTTERY~~, AND VIDEO GAMING

SUBTITLE B: HORSE RACING

CHAPTER I: ILLINOIS RACING BOARD

SUBCHAPTER f: RULES AND REGULATIONS OF HARNESS RACING

## PART 1312

## ENTRIES AND DECLARATIONS

## Section

1312.10	Entries
1312.20	Penalties
1312.30	Sale of Horse With Entrance Due
1312.40	Receipt of Entries
1312.50	Postage Meter
<u>1312.55</u>	<u>Limitation on Purse Increases or Reductions</u>
1312.60	Deviation From Published Conditions
1312.70	When Ineligible Horse Races
1312.80	Transfer of Ineligible Horse
1312.90	Withholding Purse When Ineligible Horse Races
1312.100	Early Closing and Late Closing Events
1312.110	Subsequent Payments
1312.120	Trust Funds
1312.130	Stable Space
1312.140	Limitation on Conditions
1312.150	Penalties
1312.160	Excess Entry Fees
1312.170	Entries and Starters Required
1312.180	Elimination Heats
1312.190	Elimination Plans
1312.200	Overnight Events
1312.210	Entry Box and Drawing of Horses
1312.220	Substitute Races
1312.230	Drivers
1312.240	Declaration and Withdrawing
1312.250	Qualifying Races
1312.260	Entry or Coupling
1312.265	Uncoupled Entries
1312.270	Husband-Wife Entries
1312.280	Also Eligibles

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1312.290	Preference
1312.300	Stewards' List
1312.310	Medical Reasons for Ineligibility

AUTHORITY: Authorized by Section 9(b) of the Illinois Horse Racing Act of 1975 [230 ILCS 5/9(b)].

SOURCE: Published in Rules and Regulations of Harness Racing (original date not cited in publication); amended July 12, 1974, filed July 22, 1974; amended February 13, 1976, filed March 1, 1976; amended September 19, 1975, filed October 2, 1975; amended at 4 Ill. Reg. 9, p. 251, effective February 20, 1980; amended at 4 Ill. Reg. 21, p. 85, effective May 9, 1980; amended at 5 Ill. Reg. 1498, effective February 2, 1981; codified at 5 Ill. Reg. 10934; amended at 15 Ill. Reg. 2727, effective February 5, 1991; amended at 24 Ill. Reg. 7390, effective May 1, 2000; amended at 25 Ill. Reg. 6390, effective May 1, 2001; amended at 27 Ill. Reg. 5030, effective March 7, 2003; amended at 31 Ill. Reg. 8526, effective June 1, 2007; amended at 36 Ill. Reg. 16340, effective November 1, 2012.

**Section 1312.55 Limitation on Purse Increases or Reductions**

- a) No purse for any race may be increased or reduced after the purse has been advertised, published or reflected in the conditions without prior approval of the Executive Director of the Board. If approved, the Racing Secretary shall promptly post the change in purse on the public bulletin board in the Racing Secretary's office for the inspection of owners, trainers and the public, and list it in the "overnight sheets".
  
- b) No purse for any race may be increased or reduced after the first entry is made without prior approval of the Board.

(Source: Added at 36 Ill. Reg. 16340, effective November 1, 2012)

## ILLINOIS RACING BOARD

## NOTICE OF ADOPTED AMENDMENT

- 1) Heading of the Part: Entries, Subscriptions, and Declarations
- 2) Code Citation: 11 Ill. Adm. Code 1413
- 3) Section Number: 1413.75                      Adopted Action:  
Amend
- 4) Statutory Authority: 230 ILCS 5/9(b)
- 5) Effective Date of Rulemaking: November 1, 2012
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? No
- 8) A copy of the adopted amendment, including any material incorporated by reference, is on file in the agency's central office and is available for public inspection.
- 9) Notice of Proposal published in *Illinois Register*: 36 Ill. Reg. 11969; July 27, 2012.
- 10) Has JCAR issued a Statement of Objection to this rulemaking? No
- 11) Differences between Proposal and Final Version: VIDEO GAMING was added to the Title header.
- 12) Have all the changes agreed upon by the Agency and JCAR been made as indicated in the letter issued by JCAR? Yes
- 13) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 14) Are there any other proposed rulemakings pending in this Part? No
- 15) Summary and Purpose of Rulemaking: This proposed rulemaking requires the Executive Director of the Board to approve any purse changes once the purse for a race has been advertised and prior to the first entry. Purse changes after entries are made must be approved by the Board.
- 16) Information and questions regarding this rulemaking shall be directed to:

ILLINOIS RACING BOARD

NOTICE OF ADOPTED AMENDMENT

Mickey Ezzo  
Illinois Racing Board  
100 West Randolph, Suite 7-701  
Chicago, Illinois 60601

312/814-5017

The full text of the Adopted Amendment begins on the next page:

## ILLINOIS RACING BOARD

## NOTICE OF ADOPTED AMENDMENT

TITLE 11: ALCOHOL, HORSE RACING, ~~AND LOTTERY~~, AND VIDEO GAMING  
SUBTITLE B: HORSE RACING  
CHAPTER I: ILLINOIS RACING BOARD  
SUBCHAPTER g: RULES AND REGULATIONS OF HORSE RACING  
(THOROUGHBRED)

## PART 1413

## ENTRIES, SUBSCRIPTIONS, AND DECLARATIONS

## Section

1413.10	Registration with Jockey Club
1413.20	Registration Rules
1413.30	Eligibility
1413.40	How Entries are Made
1413.42	Number of Entries
1413.44	48- or 72-Hour Entries
1413.46	Also Eligibles Under 48- or 72-Hour Rule
1413.48	Uncoupled Entries
1413.50	Racing Secretary Receives Entries
1413.60	Supervision of Entries
1413.70	When Entries Close
1413.75	Limitation on Purse <u>Increases or</u> Reductions
1413.80	Closing in Absence of Conditions
1413.90	Entry by Telegraph
1413.100	List of Entries
1413.110	Limitations on Entries
1413.114	Coupled As Entry
1413.118	Further Definition of Coupling (Repealed)
1413.120	Riders Designated
1413.130	Carding Purse and Handicap Races
1413.134	Race Fails to Fill
1413.138	Substitute and Extra Races
1413.140	Right to Declare Out
1413.150	Number of Entries
1413.160	Fee to Enter
1413.170	Refunds
1413.180	Error in Entry
1413.190	Irrevocable Declaration
1413.200	Notice of Declaration

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1413.210	Entry of Unfit Horse
1413.220	Refusal for Inconsistency
1413.230	Horse Ineligible
1413.240	Who May Enter
1413.250	Medical Reasons for Ineligibility
1413.260	Sweepstakes Entries
1413.265	Receipt for Nomination
1413.270	Previous Engagements
1413.280	Transfer of Engagements
1413.290	Transfer of Sweepstakes Engagements
1413.300	Jockey Club Certificates
1413.305	Transfer of Jockey Club Certificate
1413.310	Number of Races in a Day

AUTHORITY: Authorized by Section 9(b) of the Illinois Horse Racing Act of 1975 [230 ILCS 5/9(b)].

SOURCE: Published in Rules and Regulations of Horse Racing (original date not cited in publication); passed July 11, 1972; amended April 11, 1974, filed and effective April 30, 1974; passed June 11, 1974; amended July 12, 1974, filed July 22, 1974; amended August 13, 1974, filed August 19, 1974; amended August 15, 1975, filed August 20, 1975; amended September 19, 1975, filed October 2, 1975; amended June 19, 1976; amended July 16, 1976, filed July 23, 1976; amended August 21, 1976, filed August 30, 1976; amended April 26, 1977, filed May 6, 1977; amended at 4 Ill. Reg. 9, p. 251, effective February 20, 1980; amended at 5 Ill. Reg. 8911, effective August 25, 1981; codified at 5 Ill. Reg. 10981; amended at 15 Ill. Reg. 2730, effective February 5, 1991; amended at 17 Ill. Reg. 1628, effective January 26, 1993; amended at 17 Ill. Reg. 21848, effective December 3, 1993; amended at 18 Ill. Reg. 11612, effective July 7, 1994; amended at 18 Ill. Reg. 17749, effective November 28, 1994; amended at 24 Ill. Reg. 7394, effective May 1, 2000; amended at 24 Ill. Reg. 12725, effective August 1, 2000; amended at 25 Ill. Reg. 178, effective January 1, 2001; amended at 25 Ill. Reg. 15608, effective December 1, 2001; amended at 26 Ill. Reg. 12367, effective August 1, 2002; amended at 31 Ill. Reg. 8530, effective June 1, 2007; amended at 32 Ill. Reg. 10165, effective July 1, 2008; emergency amendment at 35 Ill. Reg. 6605, effective April 4, 2011, for a maximum of 150 days; amended at 35 Ill. Reg. 13910, effective July 28, 2011; amended at 36 Ill. Reg. 16344, effective November 1, 2012.

**Section 1413.75 Limitation on Purse Increases or Reductions**

- a) No purse for any race may be increased or reduced after ~~the said~~ purse has been

## ILLINOIS RACING BOARD

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advertised, published or reflected in the conditions without prior approval of the Executive Director of the Board, ~~unless notice of said reduction is promptly given to the state steward~~, If approved, the Racing Secretary shall promptly ~~post~~post ~~the change in purse~~ on the public bulletin board in the Racing Secretary's ~~secretary's~~ office for the inspection of owners, trainers, and the public, and list ~~it~~listed in the "overnight sheets:".

- b) No purse for any race may be increased or reduced after the first entry is made without prior approval of the Board ~~for any such race~~.

(Source: Amended at 36 Ill. Reg. 16344, effective November 1, 2012)

## ILLINOIS WORKERS' COMPENSATION COMMISSION

## NOTICE OF ADOPTED AMENDMENTS

- 1) Heading of the Part: Miscellaneous
- 2) Code Citation: 50 Ill. Adm. Code 7110
- 3) 

<u>Section Numbers:</u>	<u>Adopted Action:</u>
7110.60	Amendment
7110.90	Amendment
- 4) Statutory Authority: Sections 16 and 8.2 of the Workers' Compensation Act [820 ILCS 305/16 and 8.2]
- 5) Effective Date of the Rulemaking: November 5, 2012
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? No
- 8) A copy of the adopted rulemaking, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection
- 9) Notice of Proposal published in the *Illinois Register*: March 2, 2012; 36 Ill. Reg. 3164
- 10) Has JCAR issued a Statement of Objection to this rulemaking? No
- 11) Differences between Proposal and Final Version:

In Section 7110.90: subsection (g)(1)(B) added a definition of "hearing site" to clarify references to this term in this subsection. In subsections (h)(7)(F)(iii), (h)(8)C), and (h)(8)(D), a link to the Commission's website where its Instructions and Guidelines are located was added.

In subsection (h)(7)(F)(iv), an erroneous reference to an "inpatient stay" in this subsection was corrected with the term "hospital outpatient facility surgical charges," which is used throughout that subsection.

Finally, in Section 7110.60, an outdated reference to the "Industrial Commission" was deleted.
- 12) Have all the changes agreed upon by the Agency and JCAR been made as indicated in the agreement letter issued by JCAR? No agreements were necessary.

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- 13) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 14) Are there any other proposed rulemakings pending on this Part? Yes

<u>Section Number:</u>	<u>Proposed Action:</u>	<u>Illinois Register Citation:</u>
7110.90	Amendment	36 Ill. Reg. 13012, August 17, 2012

- 15) Summary and Purpose of Rulemaking: Public Act 97-18, effective June 28, 2011, made several changes to Section 8.2 of the Workers' Compensation Act, which sets forth the basis for the Medical Fee Schedule. The Medical Fee Schedule is composed of the reimbursement rate for medical services provided for a compensable workplace injury. The rulemaking implements the changes of Public Act 97-18, which include a 30% reduction to the Medical Fee Schedule effective September 1, 2011; a new reimbursement provision for medical implants as 25% above the net manufacturer's invoice price less rebates, plus actual and reasonable customary shipping prices; and a new provision for the reimbursement of out-of-state medical services.

The rulemaking also includes accredited Ambulatory Surgical Treatment Facilities (ASTF's) in the Medical Fee Schedule and specifies the organizations providing accreditation. The rulemaking also makes a change to the outlier formula trigger within the Hospital Inpatient: Standard and Trauma and the Hospital Outpatient Surgical Facility fee schedule that reflects the 30% fee schedule reduction effective September 1, 2011.

- 16) Information and questions regarding this rulemaking shall be directed to:

Kimberly B. Janas  
Secretary of the Commission  
Illinois Workers' Compensation Commission  
100 W. Randolph Street Suite 8-200  
Chicago, IL 60601

Phone: 312/814.6559  
kimberly.janas@illinois.gov  
Fax: 312/814.3520

The full text of the Adopted Amendments begins on the next page:

## ILLINOIS WORKERS' COMPENSATION COMMISSION

## NOTICE OF ADOPTED AMENDMENTS

## TITLE 50: INSURANCE

## CHAPTER II: ILLINOIS WORKERS' COMPENSATION COMMISSION

PART 7110  
MISCELLANEOUS

Section	
7110.5	Definitions
7110.10	Vocational Rehabilitation
7110.20	Petitions under Sections 19(h), 8(a), and 7(a) of the Act
7110.30	Commission Meetings: Minutes
7110.40	Petition to Suspend Compensation for Failure to Submit to Proper Medical Treatment
7110.50	Petitions under Section 19(o) of the Act
7110.60	Distribution of Commission Handbook
7110.70	Explanation of Basis of Non-Payment, Termination or Suspension of Temporary Total Compensation or Denial of Liability or Further Responsibility for Medical Care
7110.80	Rate Adjustment Fund and Second Injury Fund Contributions: Compliance
7110.90	Illinois Workers' Compensation Commission Medical Fee Schedule

AUTHORITY: Implementing and authorized by the Workers' Compensation Act [820 ILCS 305].

SOURCE: Filed and effective March 1, 1977; amended at 5 Ill. Reg. 5533, effective May 12, 1981; amended at 6 Ill. Reg. 8040, effective July 1, 1982; codified at 7 Ill. Reg. 2352; emergency amendment at 14 Ill. Reg. 4929, effective March 9, 1990, for a maximum of 150 days; amended at 14 Ill. Reg. 13161, effective August 1, 1990; emergency amendment at 30 Ill. Reg. 1912, effective February 1, 2006, for a maximum of 150 days; amended at 30 Ill. Reg. 11743, effective June 22, 2006; amended at 33 Ill. Reg. 2850, effective February 1, 2009; emergency amendment at 34 Ill. Reg. 10222, effective July 6, 2010, for a maximum of 150 days; emergency rule repealed by emergency amendment at 34 Ill. Reg. 17471, effective October 28, 2010, for the remainder of the 150 days; amended at 36 Ill. Reg. 16349, effective November 5, 2012.

**Section 7110.60 Distribution of ~~Industrial~~ Commission Handbook**

An employer, upon receiving notice of an accident reportable pursuant to Section 6(b) of the Act, shall deliver the Commission Handbook to the injured employee, or determine that the employee has the handbook. An employer, individually or by his or her agent, service company or

## ILLINOIS WORKERS' COMPENSATION COMMISSION

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insurance carrier shall indicate, upon filing a first report of injury as provided in Section 6(b) of the Act, that a copy of the handbook has been delivered to the injured employee.

(Source: Amended at 36 Ill. Reg. 16349, effective November 5, 2012)

**Section 7110.90 Illinois Workers' Compensation Commission Medical Fee Schedule**

- a) In accordance with Sections 8(a), 8.2 and 16 of the Workers' Compensation Act [820 ILCS 305/8(a), 8.2 and 16] (the Act), the Illinois Workers' Compensation Commission Medical Fee Schedule, including payment rates, instructions, guidelines, and payment guides and policies regarding application of the schedule, is adopted as a fee schedule to be used in setting the maximum allowable payment for procedures, treatment, products, services or supplies for hospital inpatient, hospital outpatient, emergency room, ambulatory surgical treatment centers, accredited ambulatory surgical treatment facilities, prescriptions filled and dispensed outside of a licensed pharmacy, dental services and professional services~~a medical procedure, treatment or service~~ covered under the Act. The fee schedule is published on the Internet at no charge to the user via a link from the Commission's website at [www.iwcc.il.gov](http://www.iwcc.il.gov). The fee schedule may be examined at any of the offices of the Illinois Workers' Compensation Commission.
- b) The payment rates for procedures, services or treatments in the fee schedule were established in accordance with Section 8.2 of the Act by determining 90% of the 80<sup>th</sup> percentile of charges utilizing health care provider and hospital charges from August 1, 2002 through August 1, 2004. The charges were adjusted by the Consumer Price Index-U for the period August 1, 2004 through September 30, 2005. For procedures, treatments, services or supplies covered under the Act and rendered or to be rendered on or after September 1, 2011, the maximum allowable payment shall be 70% of the fee schedule amounts, which shall be adjusted yearly by the Consumer Price Index-U. The payment rates in the fee schedule are designated by geozip (geographic area in which all zip codes have the same first 3 digits). Starting January 1, 2012, the payment rates in the fee schedule shall be grouped into geographic regions pursuant to Section 8.2 of the Act.
- c) The fee schedule applies to any medical procedure, treatment or service covered by the Act and rendered on or after February 1, 2006, regardless of the date of injury.

## ILLINOIS WORKERS' COMPENSATION COMMISSION

## NOTICE OF ADOPTED AMENDMENTS

- d) Under the fee schedule, the employer pays the lesser of the rate set forth in the schedule or the provider's actual charge. If an employer or insurance carrier contracts with a provider for the purpose of providing services under the Act, the rate negotiated in the contract shall prevail.
- e) Reimbursement Not Covered by Fee Schedule
- 1) Prior to September 1, 2011, whenever~~Whenever~~ the fee schedule does not set a specific fee for a procedure, treatment or service in the schedule, the amount of reimbursement shall be at 76% of actual charge, except where this Section provides that revenue codes (codes that identify a specific accommodation or ancillary charge on a UB-04/CMS 1450 uniform billing form used by hospitals) are to be deducted from the charge and reimbursed at 65% of charge billed at the provider's normal rates under its standard chargemaster. A standard chargemaster is the provider's list of charges for procedures, services and supplies used to bill payers in a consistent manner. If the provider cannot use the chargemaster to demonstrate the charge is the provider's normal rate, the provider shall provide evidence that the charge is billed at the provider's normal rate.
- 2) On and after September 1, 2011, whenever the fee schedule does not set a specific fee for a procedure, treatment or service in the schedule, the amount of reimbursement shall be at 53.2% of actual charge, except where this Section provides that revenue codes (codes that identify a specific accommodation or ancillary charge on a UB-04/CMS 1450 uniform billing form used by hospitals) are to be deducted from the charge and reimbursed at 65% of charge billed at the provider's normal rates under its standard chargemaster. A standard chargemaster is the provider's list of charges for procedures, services and supplies used to bill payers in a consistent manner. If the provider cannot use the chargemaster to demonstrate the charge is the provider's normal rate, the provider shall provide evidence that the charge is billed at the provider's normal rate.
- f) Reimbursement under the fee schedule for a procedure, treatment or service, as designated by the geozip or region where the treatment occurred, shall be based on the place of service.
- g) Out-of-State Treatment

## ILLINOIS WORKERS' COMPENSATION COMMISSION

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1) Procedure Codes

A) Prior to June 28, 2011, if the procedure, treatment or service is rendered outside the State of Illinois, the amount of reimbursement shall be the greater of 76% of actual charge or the amount set forth in a workers' compensation medical fee schedule adopted by the state in which the procedure, treatment or service is rendered, if such a schedule has been adopted. Charges for a procedure, treatment or service outside the State shall be subject to the instructions, guidelines, and payment guides and policies in this fee schedule.

B) On and after June 28, 2011, providers of out-of-state procedures, treatments, services, products, or supplies shall be reimbursed at the lesser of that state's fee schedule amount or the fee schedule amount for the region in which the employee resides. If no fee schedule exists in that state, the provider shall be reimbursed at the lesser of the actual charge or the fee schedule amount for the region in which the employee resides. If the employee does not reside in this State, providers of out-of-state treatments, services, products or supplies shall be reimbursed at the lesser of the actual charge or the fee schedule amount for the location of the hearing site. "Hearing site" means the location established by the Commission for arbitration and Commission hearings.

2) Implants

A) Prior to September 1, 2011, whenWhere the charges are for facility fees (ambulatory surgical treatment center, hospital inpatient (standard and trauma), and hospital outpatient services), the following revenue codes are pass-through charges to be deducted from the charge and reimbursed at 65% of actual charge: 0274 (prosthetics/orthotics); 0275 (pacemaker); 0276 (lens implant); 0278 (implants); 0540 and 0545 (ambulance); 0624 (investigational devices); and 0636 (drugs requiring detailed coding). Charges billed under these revenue codes shall be billed at the provider's normal rates under its standard chargemaster. If the provider cannot use the chargemaster to demonstrate the charge

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is the provider's normal rate, the provider shall provide evidence that the charge is billed at the provider's normal rate.

- B) On and after September 1, 2011, implants, which include revenue codes 0276 (lens implant) and 0278 (implants) or any other substantially similar updated code as determined by the Commission, shall be reimbursed at 25% above the net manufacturer's invoice price less rebates, plus actual reasonable and customary shipping charges whether or not the implant charge is submitted by a provider in conjunction with a bill for all other services associated with the implant, submitted by a provider on a separate claim form, submitted by a distributor, or submitted by the manufacturer of the implant. The following revenue codes shall be paid at 65% of actual charge, which is the provider's normal rates under its standard chagemaster: 0274 (prosthetics/orthotics); 0275 (pacemaker); 0540 and 0545 (ambulance); 0624 (investigational devices); and 0636 (drugs requiring detailed coding). A standard chagemaster is the provider's list of charges for procedures, treatments, products, supplies or services used to bill payers in a consistent manner. If the provider cannot use the chagemaster to demonstrate the charge is the provider's normal rate, the provider shall provide evidence that the charge is billed at the provider's normal rate.

h) The fee schedule includes the following service categories:

- 1) Ambulatory Surgical Treatment Center (ASTC) and Accredited Ambulatory Surgical Treatment Facility (ASTF)

- A) This schedule applies to licensed ambulatory surgical treatment centers as defined by the Illinois Department of Public Health (77 Ill. Adm. Code 205.110) and accredited ambulatory surgical treatment facilities accredited by one of the following organizations: American Association for the Accreditation of Ambulatory Surgical Facilities (AAAASF), The Joint Commission (formerly JCAHO), or Accreditation Association for Ambulatory Health Care (AAAHHC).

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- B) The use of this schedule is in accordance with the Current Procedural Terminology, American Medical Association, 515 North State Street, Chicago, Illinois 60610, ~~(2006)~~, no later dates or editions.
- C) This schedule provides the maximum fee schedule amount for surgical services administered in an ASTC or ASTF setting for codes 10021 through 69990. The schedule is a partial global reimbursement schedule in that all charges rendered during the operative session are subject to a single fee schedule amount, except as provided in subsections (h)(1)(D) and (h)(1)(F).
- D) Implants
- i) Prior to September 1, 2011, the The following revenue codes are pass-through charges to be deducted from the charge and reimbursed at 65% of actual charge: 0274 (prosthetics/orthotics); 0275 (pacemaker); 0276 (lens implant); 0278 (implants); 0540 and 0545 (ambulance); 0624 (investigational devices); and 0636 (drugs requiring detailed coding). Charges billed under these revenue codes shall be billed at the provider's normal rates under its standard chargemaster. If the provider cannot use the chargemaster to demonstrate the charge is the provider's normal rate, the provider shall provide evidence that the charge is billed at the provider's normal rate.
- ii) On and after September 1, 2011, implants, which include revenue codes 0276 (lens implant) and 0278 (implants) or any other substantially similar updated code as determined by the Commission, shall be reimbursed at 25% above the net manufacturer's invoice price less rebates, plus actual reasonable and customary shipping charges whether or not the implant charge is submitted by a provider in conjunction with a bill for all other services associated with the implant, submitted by a provider on a separate claim form, submitted by a distributor, or submitted by the manufacturer of the implant. The following revenue codes shall be paid at 65% of actual charge, which is the

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provider's normal rates under its standard chargemaster: 0274 (prosthetics/orthotics); 0275 (pacemaker); 0540 and 0545 (ambulance); 0624 (investigational devices); and 0636 (drugs requiring detailed coding). A standard chargemaster is the provider's list of charges for procedures, treatments, products, supplies or services used to bill payers in a consistent manner. If the provider cannot use the chargemaster to demonstrate the charge is the provider's normal rate, the provider shall provide evidence that the charge is billed at the provider's normal rate.

- E) All professional services performed in an ASTC or ASTF setting are subject to the HCPCS Level II schedule in subsection (h)(5) or the professional services schedule in subsection (h)(8).
- F) This schedule does not apply to the professional or technical components of radiology and pathology and laboratory services performed in an ASTC or ASTF setting. Charges for these services must be submitted on a separate claim form and shall be subject to the professional services schedule in subsection (h)(8).
- G) Surgery services under this schedule shall be reimbursed in accordance with the Multiple Procedure and Bilateral Surgery provisions of the Payment Guide in Section 8B of the instructions and guidelines in the fee schedule and the applicable modifiers in Section 8F of the instructions and guidelines in the fee schedule.
- 2) Anesthesia
- A) The use of this schedule is in accordance with the Current Procedural Terminology, American Medical Association, 515 North State Street, Chicago, Illinois 60610; (2006), no later dates or editions, and the Relative Value Guide, American Society of Anesthesiologists, 520 North Northwest Highway, Park Ridge, Illinois 60068-2573; (2006), no later dates or editions.
- B) This schedule was established utilizing health care provider charges from August 1, 2002 through August 1, 2004 from which a conversion factor was established. The maximum fee schedule

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reimbursement amount is determined by multiplying the conversion factor set forth in the schedule by the sum of all units according to guidelines set forth in the Relative Value Guide as follows:

i)  $\text{Base Value} + \text{Time Units} + \text{Modifying Units} = \text{Total Units}$

$\text{Total Units} \times \text{Conversion Factor} = \text{Total Fee}$

ii) Physical status modifying units may be added to the basic value and time units and, in addition, units may be added for qualifying circumstances (extraordinary circumstances) in accordance with the Relative Value Guide.

C) Special coding situations, such as those involving multiple procedures, additional procedures, unusual monitoring, prolonged physician services, postoperative pain management, monitored (stand-by) anesthesia, invasive anesthesia and chronic pain management services, require application of the fee schedule in a manner consistent with the Relative Value Guide.

D) Anesthesia time begins when an anesthesiologist or certified registered nurse anesthetist (CRNA) physically starts to prepare the patient for the induction of anesthesia in the operating room (or its equivalent) and ends when the anesthesiologist is no longer in constant attendance (when the patient is safely put under postoperative supervision).

3) Dental

Prior to September 1, 2011, all AH procedures, treatments and services are reimbursed at 76% of actual charge unless services are billed under the HCPCS Level II schedule in subsection (h)(5) or professional fee schedule in subsection (h)(8). On and after September 1, 2011 and until the Commission posts a fee schedule for dental bills, all dental bills shall be paid at 53.2% of actual charge unless the services are billed under the HCPCS Level II schedule in subsection (h)(5) or professional fee schedule in subsection (h)(8).

4) Emergency Room

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- A) This schedule applies to any department or facility of a hospital licensed by the Illinois Department of Public Health pursuant to the Hospital Licensing Act [210 ILCS 85] that:
- i) operates as an emergency room or emergency department, whether situated on or off the main hospital campus; and
  - ii) is held out to the public as providing care for emergency medical conditions without requiring an appointment, or has provided at least one-third of all its outpatient visits for the treatment of emergency medical conditions on an urgent basis during the previous calendar year.
- B) All procedures, treatments and services subject to this schedule are reimbursed at 76% of actual charge. Procedures, treatments and services subject to this schedule rendered on or after September 1, 2011 are reimbursed at 53.2% of actual charge.
- C) Radiology, pathology and laboratory and physical medicine and rehabilitation services performed in an emergency room shall be reimbursed in accordance with the radiology schedule in subsection (h)(7)(C), the pathology and laboratory schedule in subsection (h)(7)(D) and the physical medicine and rehabilitation schedule in subsection (h)(7)(E).
- D) Emergency room facility charges, and professional services delivered in an emergency room facility billed by the facility using the facility's tax identification number, shall be subject to the emergency room facility schedule and are not subject to the HCPCS Level II schedule in subsection (h)(5) or the professional services schedule in subsection (h)(8). Health care professionals who perform services in an emergency room facility and bill for services using their own tax identification number on a separate claim form shall be subject to the HCPCS Level II schedule in subsection (h)(5) or the professional services schedule in subsection (h)(8) and are not covered under the emergency room facility schedule.

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- 5) HCPCS (Healthcare Common Procedure Coding System) Level II  
The use of this schedule is in accordance with the HCPCS Level II, U.S. Department of Health and Human Services, Centers for Medicare and Medicaid Services, 7500 Security Boulevard, Baltimore, Maryland 21244, (2006), no later dates or editions. Level II of the HCPCS is a standardized coding system used to identify products and services not included in the Current Procedural Terminology codes.
- 6) Hospital Inpatient: Standard and Trauma
  - A) The use of these schedules is in accordance with the Diagnosis-Related Group (DRG) classification system established by the U.S. Department of Health and Human Services, Centers for Medicare and Medicaid Services, 42 CFR 405 (2005), no later dates or editions. A DRG is a diagnosis-related group code that groups patients into homogeneous classifications that demonstrate similar length-of-stay patterns and use of hospital resources. The DRG determines the maximum fee schedule amount for an inpatient hospital stay, except as provided in subsections (h)(6)(F) and (h)(6)(G).
  - B) No later than June 30, 2009, the use of these schedules will be in accordance with the Medicare Severity Diagnosis Related Group (MS-DRG) classification system established by the U.S. Department of Health and Human Services, Centers for Medicare and Medicaid Services, 42 CFR 411 (2007), no later dates or editions. An MS-DRG is a diagnosis related group code that groups patients based on the severity of a patient's condition and resource consumption. The MS-DRG determines the maximum fee schedule amount for an inpatient hospital stay, except as provided in subsections (h)(6)(F) and (h)(6)(G).
  - C) Inpatient care shall be defined as when a patient is admitted to a hospital where services include, but are not limited to, bed and board, nursing services, diagnostic or therapeutic services, and medical or surgical services.
  - D) Inpatient hospital bills are subject to the hospital inpatient standard schedule. Inpatient hospital bills from trauma centers designated

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as Level I and Level II trauma centers by the Illinois Department of Public Health pursuant to 77 Ill. Adm. Code 515.2030 and 515.2040 and that contain an admission type of "5" on a UB-04/CMS 1450 FL 14 (uniform billing form used by hospitals; FL 14 is the form locator number that indicates where the codes are to be listed on the UB-04/CMS 1450 form) are subject to the hospital inpatient trauma schedule.

E) Hospital providers must identify the DRG code on each bill (UB-04/CMS 1450 claim form). The DRG assignment should be made in a manner consistent with the grouping practices used by the hospital when billing both government and private carriers.

F) Implants

i) Prior to September 1, 2011, the The following revenue codes/pass-through charges are deducted from the DRG charge and reimbursed at 65% of actual charge: 0274 (prosthetics/orthotics); 0275 (pacemaker); 0276 (lens implant); 0278 (implants); 0540 and 0545 (ambulance); 0624 (investigational devices); and 0636 (drugs requiring detailed coding). If the maximum amount of payment for an inpatient hospital stay is 76% of actual charge or 53.2% of actual charge for services rendered on or after September 1, 2011, the DRG charge is determined after the pass-through charges are removed. Charges billed under these revenue codes shall be billed at the provider's normal rates under its standard chargemaster. If the provider cannot use the chargemaster to demonstrate the charge is the provider's normal rate, the provider shall provide evidence that the charge is billed at the provider's normal rate.

ii) On and after September 1, 2011, implants, which include revenue codes 0276 (lens implant) and 0278 (implants) or any other substantially similar updated code as determined by the Commission, shall be reimbursed at 25% above the net manufacturer's invoice price less rebates, plus actual reasonable and customary shipping charges whether or not the implant charge is submitted by a provider in

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conjunction with a bill for all other services associated with the implant, submitted by a provider on a separate claim form, submitted by a distributor, or submitted by the manufacturer of the implant. The following revenue codes shall be paid at 65% of actual charge, which is the provider's normal rates under its standard chargemaster: 0274 (prosthetics/orthotics); 0275 (pacemaker); 0540 and 0545 (ambulance); 0624 (investigational devices); and 0636 (drugs requiring detailed coding). A standard chargemaster is the provider's list of charges for procedures, treatments, products, supplies or services used to bill payers in a consistent manner. If the provider cannot use the chargemaster to demonstrate the charge is the provider's normal rate, the provider shall provide evidence that the charge is billed at the provider's normal rate.

G) Cost Outliers

- i) In the case of cost outliers (extraordinary treatment in which the bill for an inpatient stay is at least two times the fee schedule amount for the assigned DRG after pass-through revenue code charges referred to in subsection (h)(6)(F) have been deducted), the maximum reimbursement amount will be the assigned DRG fee schedule amount plus 76% of the charges that exceed that DRG amount. The pass-through revenue code charges are reimbursed at 65% of actual charge and shall be billed at the provider's normal rates under its standard chargemaster.
- ii) On and after September 1, 2011, for cost outliers (extraordinary treatment in which the bill for an inpatient stay is at least 2.857 times the fee schedule amount for the assigned DRG after pass-through revenue code charges referred to in subsection (h)(6)(F) have been deducted), the maximum reimbursement amount will be the assigned DRG fee schedule amount plus 53.2% of the charges that exceed that DRG amount. The pass-through revenue code charges are reimbursed at 65% of actual charge and shall be billed at the provider's normal rates under its standard

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chargemaster. Implants shall be reimbursed at 25% above the net manufacturer's invoice price less rebates, plus actual reasonable and customary shipping charges.

- H) Charges for professional services performed in conjunction with charges for other services associated with the hospitalization and billed by a hospital on a UB-04/CMS 1450 or a 1500 claim form (billing form established by Centers for Medicare and Medicaid Services for use by physicians) using the hospital's own tax identification number shall be reimbursed at 76% of actual charge or 53.2% of actual charge for services rendered on or after September 1, 2011 in addition to the amount listed in this schedule for the assigned code. Health care professionals who perform services and bill for services using their own tax identification number on a separate claim form shall be subject to the HCPCS Level II schedule in subsection (h)(5) or the professional services schedule in subsection (h)(8).
- 7) Hospital Outpatient
- A) The use of this schedule is in accordance with the Current Procedural Terminology, American Medical Association, 515 North State Street, Chicago, Illinois 60610; ~~(2006)~~, no later dates or editions.
- B) This schedule includes radiology, pathology and laboratory, and physical medicine and rehabilitation as well as surgical services performed in a hospital outpatient setting that were not performed during an emergency room encounter or inpatient hospital admission. The radiology, pathology and laboratory, and physical medicine and rehabilitation schedules shall be applied to the number of units billed on the UB-04.
- C) Radiology
- i) This schedule provides the maximum fee schedule amount for radiology services performed in a hospital outpatient setting for codes 70010 through 79999. The schedule applies to the technical component of radiology services

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that are billed in conjunction with revenue codes 320 through 359, 400 through 409 and 610 through 619.

- ii) This schedule does not apply when the bill type requires the application of the hospital inpatient schedule in subsection (h)(6) or the hospital outpatient surgical facility schedule in subsection (h)(7)(F).
- iii) Professional radiology services billed by a hospital using the hospital's tax identification number are reimbursed at 76% of actual charge or 53.2% of actual charge for services rendered on or after September 1, 2011. Radiologists or radiology groups who perform services using their own tax identification number shall be subject to the HCPCS Level II in subsection (h)(5) or the professional services schedule in subsection (h)(8) even though the technical component is performed in a hospital setting.

## D) Pathology and Laboratory

- i) This schedule provides the maximum fee schedule amount for pathology and laboratory services performed in a hospital outpatient setting for codes 80048 through 89356. This schedule applies to the technical component of pathology and laboratory services that are billed in conjunction with revenue codes 300 through 319.
- ii) This schedule does not apply when the bill type requires the application of the hospital inpatient schedule in subsection (h)(6) or the hospital outpatient surgical facility schedule in subsection (h)(7)(F).
- iii) Professional pathology and laboratory services billed by a hospital using the hospital's tax identification number are reimbursed at 76% of actual charge or 53.2% of actual charge for services rendered on or after September 1, 2011. Pathologists who perform services using their own tax identification number shall be subject to the HCPCS Level II in subsection (h)(5) or the professional services schedule

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in subsection (h)(8) even though the technical component is performed in a hospital setting.

## E) Physical Medicine and Rehabilitation

- i) This schedule provides the maximum fee schedule amount for physical therapy services performed in a hospital outpatient setting for codes 97001 through 97799. This schedule applies to all physical and occupational therapy services that are billed in conjunction with revenue codes 420 through 439.
- ii) This schedule does not apply when the bill type requires the application of the hospital inpatient schedule in subsection (h)(6) or the hospital outpatient surgical facility schedule in subsection (h)(7)(F).
- iii) All physical medicine and rehabilitation services provided in a hospital outpatient setting are subject to this schedule.

## F) Hospital Outpatient Surgical Facility (HOSF)

- i) This schedule provides a global maximum fee schedule amount for surgical services performed in a hospital outpatient setting for codes 10021 through 69990. All services performed in an operative session shall be reimbursed at a single fee schedule amount, except as provided in subsection (h)(7)(F)(ii). The single fee schedule amount shall represent the maximum amount payable for the total charges on a claim form that represents the total charges derived from all line items/revenue codes contained in the form. Except for the carve-out revenue codes listed in subsection (h)(7)(F)(ii), this fee schedule shall not be applied on a line item basis.
- ii) Implants
  - Prior to September 1, 2011, the~~The~~ following revenue codes are pass-through charges to be

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deducted from the charge and reimbursed at 65% of actual charge: 0274 (prosthetics/orthotics); 0275 (pacemaker); 0276 (lens implant); 0278 (implants); 0540 and 0545 (ambulance); 0624 (investigational devices); and 0636 (drugs requiring detailed coding). Charges billed under these revenue codes shall be billed at the provider's normal rates under its standard chargemaster. If the provider cannot use the chargemaster to demonstrate the charge is the provider's normal rate, the provider shall provide evidence that the charge is billed at the provider's normal rate.

- On and after September 1, 2011, implants, which include revenue codes 0276 (lens implant) and 0278 (implants) or any other substantially similar updated code as determined by the Commission, shall be reimbursed at 25% above the net manufacturer's invoice price less rebates, plus actual reasonable and customary shipping charges whether or not the implant charge is submitted by a provider in conjunction with a bill for all other services associated with the implant, submitted by a provider on a separate claim form, submitted by a distributor, or submitted by the manufacturer of the implant. The following revenue codes shall be paid at 65% of actual charge, which is the provider's normal rates under its standard chargemaster: 0274 (prosthetics/orthotics); 0275 (pacemaker); 0540 and 0545 (ambulance); 0624 (investigational devices); and 0636 (drugs requiring detailed coding). A standard chargemaster is the provider's list of charges for procedures, treatments, products, supplies or services used to bill payers in a consistent manner. If the provider cannot use the chargemaster to demonstrate the charge is the provider's normal rate, the provider shall provide evidence that the charge is billed at the provider's normal rate.

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- iii) Surgery services under this schedule shall be reimbursed in accordance with the Multiple Procedure and Bilateral Surgery provisions of the Payment Guide in Section 8B of the instructions and guidelines in the fee schedule and the applicable modifiers in Section 8F of the instructions and guidelines in the fee schedule. The instructions and guidelines are available via a link from the Commission's website at [www.iwcc.il.gov](http://www.iwcc.il.gov).
- iv) Cost Outliers
- Prior to September 1, 2011, in~~In~~ the case of cost outliers (extraordinary treatment in which the bill for hospital outpatient facility surgical charges is at least two times the fee schedule amount for the assigned code after pass-through revenue code charges referred to in subsection (h)(7)(F)(ii) have been deducted) the maximum reimbursement amount will be the assigned code fee schedule amount plus 76% of the charges that exceed the code amount. The pass-through revenue charges are reimbursed at 65% of actual charge and shall be billed at the provider's normal rates under its standard chargemaster.
  - On and after September 1, 2011, for cost outliers (extraordinary treatment in which the bill for hospital outpatient facility surgical charges is at least 2.857 times the fee schedule amount for the assigned DRG after pass-through revenue code charges referred to in subsection (h)(7)(F)(ii) have been deducted), the maximum reimbursement amount will be the assigned code fee schedule amount plus 53.2% of the charges that exceed that code amount. The pass-through revenue code charges are reimbursed at 65% of actual charge and shall be billed at the provider's normal rates under its standard chargemaster. Implants shall be

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reimbursed at 25% above the net manufacturer's invoice price less rebates, plus actual reasonable and customary shipping charges.

- v) Surgical services performed in the emergency room (revenue codes 450 through 459) are not subject to this schedule and shall be subject to the emergency room facility schedule in subsection (h)(4).
  - vi) Charges for professional services performed in conjunction with charges for other services associated with the surgery and billed by a hospital on a UB-04/CMS 1450 or a 1500 claim form (billing form established by Centers for Medicare and Medicaid Services for use by physicians) using the hospital's own tax identification number shall be reimbursed at 76% of actual charge or 53.2% of actual charge for services rendered on or after September 1, 2011 in addition to the amount listed in this schedule for the assigned surgical code. Health care professionals who perform services and bill for services using their own tax identification number on a separate claim form shall be subject to the HCPCS Level II schedule in subsection (h)(5) or the professional services schedule in subsection (h)(8).
- 8) Professional Services
- A) The use of this schedule is in accordance with the Current Procedural Terminology, American Medical Association, 515 North State Street, Chicago, Illinois 60610, (2006), no later dates or editions.
  - B) Services in this schedule include evaluation and management, surgery, physician, medicine, radiology, pathology and laboratory, chiropractic, physical therapy, and any other services covered under the Current Procedural Terminology.
  - C) Reimbursement for services under this schedule shall be in accordance with the modifiers table in Section 8F of the

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instructions and guidelines in the fee schedule. The instructions and guidelines in the fee schedule are available via a link from the Commission's website at [www.iwcc.il.gov](http://www.iwcc.il.gov).

- D) Surgery services under this schedule shall be reimbursed in accordance with the Payment Guide to Global Days, Multiple Procedures, Bilateral Surgeries, Assistant Surgeons, Co-Surgeons, and Team Surgery in Section 8B of the instructions and guidelines in the fee schedule and the modifiers table in Section 8F of the instructions and guidelines in the fee schedule. The instructions and guidelines are available via a link from the Commission's website at [www.iwcc.il.gov](http://www.iwcc.il.gov).
- E) Medicine services under this schedule shall be reimbursed in accordance with the professional, technical and total component categories outlined in Section 8E of the instructions and guidelines in the fee schedule and the modifiers table in Section 8F of the instructions and guidelines in the fee schedule.
- F) Pathology and laboratory services under this schedule shall be reimbursed in accordance with the professional, technical and total component categories outlined in Section 8D of the instructions and guidelines in the fee schedule and the modifiers table in Section 8F of the instructions and guidelines in the fee schedule.
- G) Radiology services under this schedule shall be reimbursed in accordance with the professional, technical and total component categories outlined in Section 8C of the instructions and guidelines in the fee schedule and the modifiers table in Section 8F of the instructions and guidelines in the fee schedule.
- 9) Rehabilitation Hospitals
- A) This schedule applies to inpatient rehabilitation hospitals that are freestanding.
- B) This schedule reimburses a rehabilitation hospital one per diem rate per day, on the basis of the assigned primary diagnosis code.

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The single per diem rate shall reimburse the rehabilitation hospital for all services provided in the course of a day.

- C) The use of this schedule is in accordance with The International Classification of Diseases, Ninth Revision, Clinical Modification, (ICD-9-CM), Volume 2, U.S. Department of Health and Human Services, Centers for Medicare and Medicaid Services, 7500 Security Boulevard, Baltimore, Maryland 21244, ~~(2007)~~, no later dates or editions.
- i) The fee schedule requires that services be reported with the HCPCS Level II or Current Procedural Terminology codes that most comprehensively describe the services performed. Proprietary bundling edits more restrictive than the National Correct Coding Policy Manual in Comprehensive Code Sequence for Part B Medicare Carriers, Version 12.0, U.S. Department of Health and Human Services, Centers for Medicare and Medicaid Services, 7500 Security Boulevard, Baltimore, Maryland 21244, ~~(2006)~~, no later dates or editions, are prohibited. Bundling edits is the process of reporting codes so that they most comprehensively describe the services performed.
- j) An allied health care professional, such as a certified registered nurse anesthetist (CRNA), physician assistant (PA) or nurse practitioner (NP), is to be reimbursed at the same rate as other health care professionals when the allied health care professional is performing, coding and billing for the same services as other health care professionals.
- k) Charges of an independently operated diagnostic testing facility shall be subject to the professional services and HCPCS Level II fee schedules where applicable. An independent diagnostic testing facility is an entity independent of a hospital or physician's office, whether a fixed location, a mobile entity, or an individual nonphysician practitioner, in which diagnostic tests are performed by licensed or certified nonphysician personnel under appropriate physician supervision.
- l) No later than September 30, 2006 and each year thereafter, the Commission shall make an automatic adjustment to the maximum payment for a procedure, treatment or service in effect in January of that year. The Commission shall increase or decrease the maximum payment by the percentage change of increase or decrease in the Consumer Price Index-U for the 12-month period ending August 31 of that year. The change shall be effective January 1 of the following

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year. *The Consumer Price Index-U means the index published by the Bureau of Labor Statistics of the U.S. Department of Labor that measures the average change in prices of all goods and services purchased by all urban consumers, U.S. city average, all items, 1982-84=100.* (Section 8.2 of the Act)

(Source: Amended at 36 Ill. Reg. 16349, effective November 5, 2012)

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## NOTICE OF ADOPTED RULE

- 1) Heading of the Part: Alcohol and Drug Sample Collection and Testing
- 2) Code Citation: 50 Ill. Adm. Code 9140
- 3) 

<u>Section Numbers</u> :	<u>Adopted Action</u> :
9140.5	New
9140.10	New
9140.20	New
9140.30	New
9140.40	New
9140.50	New
9140.60	New
9140.70	New
9140.80	New
- 4) Statutory Authority: Section 11 of the Workers' Compensation Act [820 ILCS 305/11].
- 5) Effective Date of the Rule: November 5, 2012
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? Yes
- 8) A copy of the adopted rulemaking, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection
- 9) Notice of Proposal published in the *Illinois Register*: June 15, 2012; 36 Ill. Reg. 8626
- 10) Has JCAR issued a Statement of Objection to this rulemaking? No
- 11) Differences between Proposal and Final Version: In Section 9140.10(g), the manner by which chain of custody forms shall be transmitted was specified to include fax, courier mail or electronic transmission through which security and confidentiality are maintained.

Throughout the rulemaking, references to the *Code of Federal Regulation* were updated to include the 2012 version.

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In Section 9140.50(d)(1)(C), it was clarified that if there is a sufficient amount of the sample available, then the employer may send the specimen or an aliquot of it for testing at another laboratory that has the capability to conduct another reconfirmation test.

- 12) Have all the changes agreed upon by the Agency and JCAR been made as indicated in the agreement letter issued by JCAR? Yes
- 13) Will this rulemaking replace any emergency rulemaking currently in effect? No
- 14) Are there any other proposed rulemakings pending on this Part? No
- 15) Summary and Purpose of Rulemaking: Public Act 97-18, effective June 28, 2011, amended Section 11 of the Workers' Compensation Act to provide that an employee will not receive workers' compensation benefits if the employee's intoxication is the proximate cause of the employee's accidental injury or at the time the employee incurred the accidental injury, the employee was so intoxicated that the intoxication constituted a departure from the employment.
- 16) Information and questions regarding this adopted rule shall be directed to:

Kimberly B. Janas  
Secretary of the Commission  
Illinois Workers' Compensation Commission  
100 W. Randolph Street Suite 8-200  
Chicago, IL 60601

Phone: 312/814.6559  
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## ILLINOIS WORKERS' COMPENSATION COMMISSION

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## TITLE 50: INSURANCE

## CHAPTER VI: ILLINOIS WORKERS' COMPENSATION COMMISSION

## PART 9140

## ALCOHOL AND DRUG SAMPLE COLLECTION AND TESTING

## Section

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AUTHORITY: Implementing and authorized by the Workers' Compensation Act [820 ILCS 305].

SOURCE: Adopted at 36 Ill. Reg. 16372, effective November 5, 2012.

**Section 9140.5 Definitions**

"Adulterated result" means a result that has been altered, as evidenced by test results showing either a substance that is not a normal constituent for that type of specimen or showing an abnormal concentration of an endogenous substance.

"Air Blank" means, in Evidential Breath Testing Devices using gas chromatography technology, a reading of the device's internal standard. In all other evidential breath testing devices, "air blank" means a reading of ambient air containing no alcohol.

"Alcohol" means the intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols, including methyl or isopropyl alcohol.

"Alcohol Concentration" means the alcohol in a volume of breath expressed in terms of grams of alcohol per 210 liters of breath as indicated by a breath test

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under this Part. Percentage by weight of alcohol in the blood is based on grams of alcohol per 100 milliliters of blood.

"Alcohol Confirmation Test" means a subsequent test using an Evidential Breath Test that provides quantitative data about alcohol concentration.

"Alcohol Screening Device" means a breath or saliva device, other than an Evidential Breath Testing Device, that is approved by the National Highway Traffic Safety Administration (NHTSA) and placed on a conforming products list for those devices.

"Alcohol Screening Test" means an analytic procedure to determine whether an employee may have a prohibited concentration of alcohol in a breath or saliva specimen.

"Alcohol Testing Site" means a place selected by the employer where employees present themselves for the purpose of providing breath or saliva for an alcohol test.

"Aliquot" means a fractional part of a specimen used for testing.

"Breath Alcohol Technician" means a person who instructs and assists employees in the alcohol testing process, operates an Evidential Breath Testing device, and meets the qualifications set forth in Section 9140.60.

"Certified Paramedic" means an individual licensed by the Illinois Department of Public Health as an Emergency Medical Technician (Intermediate) or Emergency Medical Technician (Paramedic) acting under the direction of a licensed physician as a phlebotomist.

"Chain of Custody Form" refers to the document set forth in Section 9140.10 that is used to ensure the integrity of urine and blood specimens and record testing results for the specimens.

"Collection Container" means a container into which the employee urinates to provide the urine specimen for testing.

"Collection Form" means the form required to document breath and saliva testing and includes the following information:

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The employee's name, address and telephone number;

The Designated Employer Representative's name, address and telephone number;

The name, address and telephone number of the Breath Alcohol Technician;

The name, address and telephone number of the Screening Test Technician;

The name of the testing device, the serial number or lot number, and expiration of the testing device;

The activation time;

The reading time;

The result of the Alcohol Screening Test;

The result of the Alcohol Confirmation Test, if applicable; and

A space for remarks by the Screening Test Technician or the Breath Alcohol Technician.

"Collector" means a person who meets the qualifications set forth in Section 9140.30 and collects a urine specimen from an employer or person and who meets the qualifications set forth in Section 9140.20 and collects a blood specimen from an employee.

"Designated Employer Representative" or "DER" means an employee authorized by the employer to make required decisions in the testing and evaluation processes. The DER also receives test results and other communications for the employer.

"Drugs" means cannabis as defined in the Cannabis Control Act [720 ILCS 550] or a controlled substance listed in the Illinois Controlled Substances Act [720 ILCS 570].

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"Employee" means any person subject to testing for alcohol, drugs or other intoxicating compounds.

"Employer" means a person or entity employing the person subject to testing for alcohol, drugs or other intoxicating compounds.

"Evidential Breath Testing Device" means a device approved by NHTSA for the evidential testing of breath at .08 alcohol concentration, placed on NHTSA's Conforming Products List for Evidential Breath Measurement Devices and identified on the Conforming Products List as conforming with the model specifications available from NHTSA's Traffic Safety Program.

"HHS" means the federal Department of Health and Human Services.

"Intoxicating Compound" means an intoxicating compound listed in the Use of Intoxicating Compounds Act [720 ILCS 690].

"Invalid Result" means the result reported by a laboratory for a urine specimen that contains an unidentified adulterant, contains an unidentified interfering substance, has an abnormal physical characteristic, or has an endogenous substance at an abnormal concentration that prevents the laboratory from completing testing or obtaining a valid drug test result.

"Laboratory" means any U.S. laboratory certified by HHS under the National Laboratory Certification Program as meeting the minimum standards of Subpart C of the HHS Mandatory Guidelines for Federal Workplace Drug Testing Programs or a comparable accredited laboratory.

"Medical Review Officer" or "MRO" means a person who is responsible for performing the functions and the qualifications set forth in Section 9140.40.

"Negative Result" means the result reported by a laboratory to an MRO when a specimen contains no drugs, other intoxicating compounds, or less than .08 of alcohol concentration and the specimen is a valid specimen.

"Phlebotomist" means a person trained to collect blood from another individual through venipuncture.

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"Positive Result" means the result reported by a laboratory when a specimen contains a drug or intoxicating compound or alcohol concentration of .08 or greater.

"Primary Specimen" means the blood or urine specimen that is tested by a first laboratory to determine whether the employee has alcohol, drugs or intoxicating compounds in his or her system.

"Reconfirmed" means the result reported for a split specimen when the second laboratory is able to corroborate the original result reported for the primary specimen.

"Screening Test Technician" means a person who instructs and assists employees in the alcohol testing process, operates an Alcohol Screening Device, and meets the qualifications set forth in Section 9140.60.

"Shipping Container" means the container that is used for transporting and protecting urine or blood specimen bottles and associated documents from the collection site to the laboratory.

"Specimen Bottle" means the bottle that, after being sealed and labeled according to the required procedures, is used to hold the urine specimen during transportation to the laboratory.

"Split Specimen" means a part of the urine or blood specimen that is sent to a first laboratory and retained unopened, and which is transported to a second laboratory if requested to be tested following a positive test of the primary specimen or an adulterated or substituted test result.

"Split Specimen Collection" means a collection in which, for a urine specimen, the urine collected is divided into two separate specimen bottles or containers, the primary specimen and the split specimen and, for a blood specimen, two separate samples are collected, the primary specimen and the split specimen.

"Substituted Result" means a urine specimen with creatinine and specific gravity values that are so diminished or so divergent that they are not consistent with normal human urine.

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"Verified Test" means a test result from a laboratory that has undergone review and final determination by the MRO.

**Section 9140.10 Chain of Custody Form**

All blood and urine specimens collected for testing shall be accompanied by a Chain of Custody Form, to be completed by the collector of a blood or urine specimen, the laboratory testing the blood or urine specimen or split specimen, and the MRO when applicable. A Chain of Custody Form shall include all of the following information:

- a) A section to be completed by the collector of the specimen, which includes all of the following information:
  - 1) The collector's name, address and phone number;
  - 2) The employee's name;
  - 3) The name of the employer;
  - 4) The name of the facility where the specimen was collected and its address and telephone number;
  - 5) The date and time that the specimen was collected;
  - 6) The date that the specimen was sent to a laboratory for testing;
  - 7) The name and address of the laboratory where the specimen will be sent for testing;
  - 8) For the collection of urine specimens, a section that indicates the temperature of urine specimens taken within 4 minutes after collection and any indication of the urine specimens unusual color, presence of foreign objects or material, or other signs of tampering;
  - 9) A statement for the collector to sign incorporating the following language: I certify that the specimen identified on this form is the specimen presented to me or collected by me and that it has been collected, labeled and sealed; and

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- 10) A place for remarks made by the collector of the specimen.
- b) A section documenting the transfer of the specimen for the purpose of maintaining control and accountability for the specimen. At a minimum, this section shall indicate:
  - 1) Dates the specimen has been transferred;
  - 2) Signature and name of the person releasing the specimen; and
  - 3) Signature and name of the person receiving the specimen.
- c) A section to be completed by the laboratory that indicates the following:
  - 1) An indication as to whether the specimen was received with intact specimen seals;
  - 2) The test results;
  - 3) A statement for the certifying scientist to sign incorporating the following language:

I certify that the specimen has been examined upon receipt, analyzed, and that the results set forth are for that specimen; and
  - 4) A place for the certifying scientist to print his or her name, the signature of the certifying scientist, and the date.
- d) A section to be completed by the MRO that includes the following:
  - 1) The name, address and telephone number of the MRO;
  - 2) The date the test results were received by the MRO;
  - 3) A statement for the MRO to sign incorporating the following language:

I have reviewed and verified the laboratory tests for the specimen identified by this form;

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- 4) The determination of the test results as verified by the MRO;
  - 5) The time and date that the employee requested testing of a split specimen;  
and
  - 6) A place for remarks made by the MRO.
- e) The Chain of Custody Form shall be comprised of the following copies for distribution:
- 1) Original laboratory copy (Copy 1), which shall be routed to the laboratory with the specimen.
  - 2) Second original laboratory copy (Copy 2), which shall be routed to the laboratory with the specimen; as a means of reporting the test result, the laboratory will forward this copy to the MRO.
  - 3) Split specimen copy (Copy 3), which must be prepared by the laboratory testing the primary specimen and accompany the split specimen to the second laboratory if split testing has been requested by the employee.
  - 4) MRO copy (Copy 4), which shall be routed directly to the MRO by the collector.
  - 5) Employee copy (Copy 5), which shall be given to the employee by the collector of the specimen.
  - 6) Collector copy (Copy 6), which shall be retained by the collector.
  - 7) DER copy (Copy 7), which shall be forwarded to the DER by the MRO.
- f) Retention of Chain of Custody Forms. The collector, laboratory, laboratory testing the split specimen, MRO and DER shall retain their copies of the Chain of Custody Forms for a minimum of two years.
- g) Transmission of Chain of Custody Forms. Chain of custody forms shall be transmitted in a secure manner, which may include fax, courier, mail or electronic transmission through which security and confidentiality are maintained.

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**Section 9140.20 Collection of Blood**

The following procedures shall be used to obtain a blood sample from an employee to determine alcohol concentration and the presence of drugs or intoxicating compounds:

- a) **Collector of a Blood Specimen.** All blood specimens shall be collected by a licensed physician, advanced practice nurse, registered nurse, licensed practical nurse, phlebotomist, or certified paramedic.
- b) **Collection Procedures.** A blood specimen shall be collected using the following procedure:
  - 1) The testing process shall start without undue delay. If the employee needs medical attention, this treatment shall not be delayed to collect a specimen.
  - 2) The collector shall explain the basic collection procedure to the employee.
  - 3) The blood specimen shall be collected using aseptic venipuncture technique.
  - 4) The venipuncture site shall be cleansed with an antiseptic substance that does not contain ethanol prior to collection.
  - 5) A sufficient amount of blood shall be collected to permit split testing.
  - 6) Blood specimens shall be collected in a container or tube containing an anticoagulant and a preservative of sodium fluoride.
  - 7) Immediately after collection, the collector shall rock the container or tube gently to mix the anticoagulant and preservative substance with the blood.
- c) **Collection Materials.** A blood specimen shall be collected in tubes or containers with a visible tamper-evident system or seals that adequately protect against sample contamination.
- d) **Completion of Collection Process.** To complete the collection process, the collector shall complete the following procedure:

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- 1) The collector shall place the specimen in a shipping container designed to minimize the possibility of damage during shipment and seal the shipping container as appropriate.
- 2) The collector shall complete all applicable portions of the Chain of Custody Form as specified in Section 9140.10.
- 3) The collector shall ensure that each specimen collected is shipped to a laboratory as quickly as possible, but no later than 24 hours after collection or during the next business day after collection.

**Section 9140.30 Collection of Urine**

The following procedures shall be used to obtain a urine sample from a subject to determine alcohol concentration and the presence of drugs or intoxicating compounds:

- a) Urine Collector
  - 1) Urine specimens shall be collected by any of the following: a collector meeting the training requirements of 49 CFR 40.33 (2012), licensed physician, advanced practice nurse, registered nurse or licensed practical nurse.
  - 2) The following persons shall not serve as a collector:
    - A) the immediate supervisor of the employee being tested, unless no other collector is available;
    - B) or a person employed by a laboratory who could link the employee with a urine specimen, testing result or laboratory report.
- b) Collection Site. A collection site may be in a medical facility, a mobile facility, a dedicated collection facility, or any other location meeting the requirements of this Section. The collection site must have a source of water for washing hands that, if practicable, should be external to the closed room where urination occurs.
- c) Prevention of Sample Adulteration. Collectors shall make all attempts to do the following before each collection to deter tampering with specimens:

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- 1) Secure any water sources or otherwise make them unavailable to the employee providing the specimen;
  - 2) Ensure that the water in the toilet is blue or secure any movable toilet tank top;
  - 3) Ensure that no soap, disinfectants, cleaning agents or other possible adulterants are accessible to the employee at the collection site;
  - 4) Inspect the collection site to ensure that no foreign or unauthorized substances are present;
  - 5) Ensure that undetected access to the site is not possible; and
  - 6) Secure areas and items that appear suitable for concealing contaminants.
- d) Prevention of Sample Contamination. Collectors shall follow the following procedures to prevent contamination of the sample:
- 1) To avoid distraction that could compromise security, conduct only one collection for one employee at a time;
  - 2) To the greatest extent possible, keep an employee's collection container within view of both the collector and the employee between the time the employee has urinated and the time the specimen is sealed;
  - 3) Ensure that the collector is the only person in addition to the employee who handles the specimen before it is poured into the bottles and sealed with tamper-evident seals;
  - 4) Maintain personal control over each specimen throughout the collection process; and
  - 5) Minimize the number of persons handling the specimen.
- e) Collection Materials
- 1) Urine shall be collected in containers that:

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- A) are a single-use container, made of plastic, large enough to easily catch and hold at least 55 mL of urine voided from the body;
  - B) have graduated volume markings clearly noting levels of 45 mL and above;
  - C) have a temperature strip providing graduated temperature readings 32-38 degrees Celsius or 90-100 degrees Fahrenheit, that is affixed or can be affixed at a proper level on the outside of the collection container. Other methodologies are acceptable, provided that the temperature measurement is accurate and that there is no potential for contamination of the specimen; and
  - D) are individually wrapped in a sealed plastic bag or shrink wrapping or must have a peelable, sealed lid or other easily visible tamper-evident system.
- 2) Urine shall be placed in specimen bottles that:
- A) are large enough to hold at least 35 mL or, alternatively, they may be two distinct sizes of specimen bottles provided that the bottle designed to hold the primary specimen holds at least 35 mL of urine and the bottle designed to hold the split specimen holds at least 20 mL;
  - B) have screw-on or snap-on caps that prevent seepage of the urine from the bottles during shipment;
  - C) have markings clearly indicating the appropriate levels (30 mL for the primary specimen and 15 mL for the split specimen) of urine that must be poured into the bottles;
  - D) meet the following specifications:
    - i) are wrapped (with caps) together in a sealed plastic bag or shrink wrapping separate from the collection container; or
    - ii) are wrapped (with cap) individually in sealed plastic bags or shrink wrapping; or

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- iii) have peelable, sealed lid or other easily visible tamper-evident system; and
- E) if made of plastic, are leach resistant.
- 3) Specimen bottles shall be placed in a plastic bag that:
  - A) has two sealable compartments or pouches that are leak-resistant or a single bag that is large enough to hold two specimen bottles;
  - B) demonstrates that any tampering or attempts to open either compartment have occurred; and
  - C) contain enough absorbent material to absorb the entire contents of both specimen bottles.
- f) Collection Procedures. The collection of urine shall be performed in accordance with the following guidelines:
  - 1) When the employee enters the collection site, the testing process shall start without undue delay. If the employee needs medical attention, this treatment shall not be delayed to collect a specimen.
  - 2) The employee must provide identification to the collector before testing.
  - 3) The collector shall explain the basic collection procedure to the employee.
  - 4) If an employee normally voids through self-catheterization, the collector shall instruct the employee that he or she is required to provide a specimen in that manner.
  - 5) The collector shall instruct the employee to wash and dry his or her hands at this time and instruct the employee not to wash his or her hands again until after delivering the specimen to the collector.
  - 6) The employee may provide his or her urine specimen in a stall or otherwise partitioned enclosure that allows for individual privacy. The

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collector shall remain in the restroom or area, but outside the stall or partitioned enclosure.

- 7) The collector shall select, or allow the employee to select, an individually wrapped or sealed collection container from collection kit materials. Either the collector or the employee, with both the collector and the employee present, must unwrap or break the seal of the collection container. The collector shall not unwrap or break the seal on any specimen bottle at this time.
  - 8) The employee shall only take the collection container into the room used for urination.
  - 9) The collector shall collect a specimen of at least 45 mL.
- g) Steps Following Collection of Urine Specimen. The collector shall perform the following after the collection of the urine specimen:
- 1) The collector shall check the temperature of the specimen no later than four minutes after the employee has given the specimen to the collector by reading the temperature strip attached to the collection container and report this information on the Chain of Custody Form.
  - 2) The collector shall inspect the specimen for unusual color, presence of foreign objects or material, or other signs of tampering.
- h) Direct Observation Collection Procedure. The collector shall initiate a direct observation collection procedure if: the temperature of the urine is outside of the temperature range of 32-38 degrees Celsius or 90-100 degrees Fahrenheit; the collector determines that material appears to be brought to the collection site with the intent to alter the specimen; or it is apparent from this inspection that the employee has tampered with the specimen. The direct observation collection procedure shall be performed in accordance with the following guidelines:
- 1) The collector shall explain to the employee the reason for a directly observed collection.

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- 2) The observer shall be the same gender as the employee. The observer may be a different person from the collector and need not be a qualified collector.
  - 3) The observer must request the employee to raise his or her shirt, blouse, dress or skirt, as appropriate, above the waist and lower clothing and underpants to show the collector, by turning around, that the employee does not have a prosthetic device. After the collector has determined that the employee does not have such a device, the employee may return his or her clothing to its proper position for observed urination.
  - 4) The observer shall watch the employee urinate into the collection container.
  - 5) The observer shall watch the specimen as the employee takes it to the collector. If the observer is not the collector, the observer shall not take the collection container from the employee.
  - 6) If another person has acted as the observer, his or her name shall be recorded on the Chain of Custody Form.
- i) Preparation of Urine Specimen. The collector shall take the follow steps after collection in the presence of the employee:
- 1) Pour at least 30 mL of urine from the collection container into one specimen bottle, to be used for the primary specimen.
  - 2) Pour at least 15 mL of urine from the collection container into the second specimen bottle to be used for the split specimen.
  - 3) Place and secure the lids or caps on the bottles.
  - 4) Seal the bottles by placing the tamper-evident bottle seals over the bottle caps/lids and down the sides of the bottles.
  - 5) Write the date on the tamper-evident bottle seals.
  - 6) Discard any urine left over in the collection container after both specimen bottles have been appropriately filled and sealed.

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- 7) Allow the employee to initial the tamper-evident bottle seals for the purpose of certifying that the bottles contain the specimens provided.
- j) Completion of Collection Process. To complete the collection process, the collector shall follow the following procedure:
  - 1) The collector shall secure the pouches of the plastic bag containing the specimens in the presence of the employee.
  - 2) The collector shall place the sealed plastic bag in a shipping container designed to minimize the possibility of damage during shipment and seal the shipping container as appropriate.
  - 3) The collector shall complete all applicable portions of the Chain of Custody Form as specified in Section 9140.10.
  - 4) The collector shall ensure that each specimen collected is shipped to a laboratory as quickly as possible, but no later than 24 hours after collection or during the next business day after collection.

**Section 9140.40 Review of Test Results of Blood and Urine Specimens**

- a) Verification of Test Results by the MRO. Prior to the transmission of test results to the DER, all results shall be reviewed and verified by an MRO.
- b) Qualifications of the MRO. The MRO must meet the qualifications set forth in 49 CFR 40.121 (2012). The MRO shall not be employed by the laboratory performing testing pursuant to this Part. An employer or DER shall not serve as the MRO for his or her own employees.
- c) Positive, Adulterated or Substituted Results
  - 1) If an MRO receives a positive, adulterated or substituted result from a laboratory, the MRO shall contact the employee within 72 hours after receipt of the test result from the laboratory. The MRO shall allow the employee to provide any information the employee considers relevant to the positive, substituted or adulterated test result, including identification of currently or recently used prescription or nonprescription drugs and

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other relevant medical information. The MRO shall also inform the employee of his or her right to request testing of a split specimen pursuant to Section 9140.50.

- 2) If the MRO is unable to contact the employee with a positive, adulterated or substituted test result within 72 hours after receipt of the test results from the laboratory, the MRO shall contact the DER and request that the DER direct the employee to contact the MRO as soon as possible.
- d) Verification of Positive, Substituted or Adulterated Results. To verify a positive, adulterated, or substituted test result, the MRO shall complete all of the following procedures:
- 1) Receive and review the test results from the laboratory;
  - 2) Verify that the collector and the laboratory utilized proper collection techniques;
  - 3) Ensure that the test result accurately identifies the employee;
  - 4) Review any documentation provided by the employee regarding currently or recently used prescription or nonprescription drugs and other relevant medical information and whether this information could have produced a positive, substituted or adulterated result;
  - 5) Review the results of the testing of a split specimen if that testing has been requested;
  - 6) Notify the DER in writing of the verified positive, substituted or adulterated test result within seven days after receiving the test result from the laboratory;
  - 7) Complete all applicable portions of the Chain of Custody Form and forward this form to the DER;
  - 8) Within 24 hours after notification of the DER of a positive, adulterated or substituted test result, notify the laboratory that the positive, adulterated or substituted test result has been submitted to the DER.

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- e) Verification of Negative Results. To verify a negative test result, the MRO shall complete all of the following procedures:
- 1) Receive and review the test results from the laboratory;
  - 2) Verify that the collector and the laboratory utilized proper collection techniques;
  - 3) Ensure that the result accurately identifies the employee;
  - 4) Notify the DER of the negative test result within 5 days after the receipt of the test result from the laboratory;
  - 5) Complete all applicable portions of the Chain of Custody Form and forward this form to the DER;
  - 6) Within 24 hours after notification of the DER of a negative test result, notify the laboratory that the negative test result has been submitted to the DER.

**Section 9140.50 Split Testing of Urine and Blood Specimens**

- a) Request to Test a Split Specimen
- 1) When the MRO notifies the employee that the employee has a positive, substituted or adulterated result, the employee may request a test of the split specimen within 72 hours from the time of notification by the MRO. The request by the employee may be verbal or in writing.
  - 2) If the employee has not requested a test of the split specimen within 72 hours, the employee may present to the MRO information documenting that serious injury, illness, lack of actual notice of the verified test result, inability to contact the MRO, or other circumstances unavoidably prevented the employee from making a timely request.
  - 3) If the MRO concludes from the employee's information that there was a legitimate reason for the employee's failure to contact the MRO within 72 hours, the MRO must direct that the test of the split specimen take place.

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- 4) When an MRO has been requested by the employee or directed by the MRO, the MRO shall immediately provide written notice to the laboratory that tested the primary specimen, directing the laboratory to forward the split specimen to a second laboratory. The laboratory shall forward a copy of the Chain of Custody Form to the second laboratory.
- b) **Cost of the Split Specimen Testing.** The employer shall ensure that the split specimen testing is conducted as required by this Section. The employer may seek payment or reimbursement of all or part of the cost of the split specimen from the employee. An employer shall not condition compliance with this Section on the employee's payment of split testing.
- c) **Procedural Requirements for the Laboratory Testing the Primary Specimen**
  - 1) The first laboratory at which the primary and split specimen arrive must check to see whether the split specimen is available for testing. If the split specimen is unavailable or appears insufficient, the laboratory must do the following:
    - A) Continue the testing process for the primary specimen. The laboratory shall report the results for the primary specimen without providing the MRO information regarding the unavailable split specimen.
    - B) Upon receiving a letter from the MRO instructing the laboratory to forward the split specimen to another laboratory for testing, report to the MRO that the split specimen is unavailable for testing. The laboratory shall provide as much information as possible about the cause of the unavailability.
  - 2) The laboratory testing the primary specimen is not authorized to open the split specimen under any circumstances.
  - 3) When the laboratory that tested the primary specimen receives written notice from the MRO to send the split specimen to another laboratory, it must forward both the split specimen in its original specimen bottle, with the seal intact, and a copy of the MRO's written request to the second laboratory.

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- 4) The laboratory that tested the primary specimen must not send to the second laboratory any information about the identity of the employee, excluding the initials of the employee on the specimen container or bottle.
- d) Procedural Requirements for the Laboratory Testing the Split Specimen
- 1) Testing of a Split Specimen When it is Tested to Reconfirm the Presence of Alcohol, Drugs or Other Intoxicating Compounds
    - A) The laboratory testing the split specimen must test the split specimen for the alcohol, drugs or other intoxicating compounds detected in the primary specimen.
    - B) If the test fails to reconfirm the presence of the alcohol, drugs or other intoxicating compounds that were reported positive in the primary specimen, the laboratory must conduct validity tests in an attempt to determine the reason for being unable to reconfirm the presence of alcohol, drugs or other intoxicating compounds
    - C) In addition, if the test fails to reconfirm the presence of the alcohol, drugs or other intoxicating compounds reported in the primary specimen, at the employer's discretion the laboratory may send the specimen or an aliquot of it, if a sufficient amount is available, for testing at another laboratory that has the capability to conduct another reconfirmation test.
  - 2) Testing of a Split Specimen When it is Tested to Reconfirm an Adulterated Test Result
    - A) The laboratory testing the split specimen must test the split specimen for the adulterant detected in the primary specimen, using the confirmatory test for the adulterant.
    - B) If the test fails to reconfirm the adulterant result reported in the primary specimen, the laboratory may send the specimen or an aliquot of it for testing at another laboratory that has the capability to conduct another reconfirmation test.

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- 3) Testing of a split specimen when it is tested to reconfirm a substituted test result. The laboratory testing the split specimen must test the split specimen using the confirmatory tests for creatinine and specific gravity.
- e) Reporting of Split Specimen Testing Results by Testing Laboratory. The laboratory responsible for testing the split specimen must report split specimen test results to the MRO immediately. The laboratory testing the split specimen shall not report results to or through the DER.

**Section 9140.60 Collection and Testing of Breath and Saliva for Alcohol Testing**

- a) Collectors for Alcohol Testing. A Screening Test Technician shall conduct only alcohol screening tests. Breath Alcohol Technicians may conduct alcohol screening and confirmation tests. The immediate supervisor of an employee may not act as the Screening Test Technician or Breath Alcohol Technician (in this Section, "the Technician") when that employee is tested, unless no other Technician is available. A Technician must meet the training requirements set forth in 49 CFR 40.213 (2012).
- b) Collection Site. The testing of breath and saliva may take place at a medical facility, a mobile facility, a dedicated collection facility, or any other location meeting the requirements of this Section. The collection site must provide visual and aural privacy to the employee being tested, sufficient to prevent unauthorized persons from seeing or hearing test results. The collection site must have all needed personnel, materials, equipment and facilities to provide for the collection and analysis of breath or saliva samples and a suitable clean surface for writing.
- c) Collection by Law Enforcement Officers. Nothing in this Section shall preclude the collection and testing of breath or saliva by a law enforcement officer. Notwithstanding the procedures for the collection and testing of breath and saliva set forth in this Section, testing and collection performed by a law enforcement officer shall be considered acceptable procedure for the collection and testing of breath and alcohol. Any collection or testing of breath or saliva performed by a law enforcement officer shall be subject to any objection pursuant to the Illinois Rules of Evidence and statutory rules of evidence when applicable.
- d) Collection Form. Alcohol testing shall be documented using a collection form as defined in Section 9140.5.

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- e) Devices for Alcohol Testing. All devices used for the testing of breath and saliva for alcohol shall meet the following requirements:
- 1) Alcohol Screening Test Devices. Evidential Breath Testing Devices and Alcohol Screening Devices on the NHTSA conforming products lists for evidential and non-evidential devices are the only devices allowed to be used to conduct alcohol screening tests. An Alcohol Screening Device shall be used only for screening tests for alcohol and not for alcohol confirmation tests.
  - 2) Alcohol Confirmation Test Devices. An alcohol confirmation test shall be performed with an Evidential Breath Testing Device that:
    - A) is listed on the NHTSA Conforming Products Lists for Evidential Breath Testing Devices;
    - B) provides a printed triplicate result (or three consecutive identical copies of a result) of each breath test;
    - C) assigns a unique number to each completed test, which the Technician and the employee can read before each test and that is printed on each copy of the result;
    - D) prints, on each copy of the result, the manufacturer's name for the device, its serial number, and the time of the test;
    - E) distinguishes alcohol from acetone at the 0.08 alcohol concentration level;
    - F) tests an air blank; and
    - G) performs an external calibration check.
- f) Use and Care of Devices for Alcohol Testing
- 1) Evidential Breath Testing Devices. Users of an Evidential Breath Testing Device must:

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- A) follow the manufacturer's instructions, including performance of external calibration checks at the intervals the instructions specify.
  - B) in conducting external calibration checks, use only calibration devices appearing on NHTSA's Conforming Products List for Calibrating Units for Breath Alcohol Tests.
  - C) maintain records of the inspection, maintenance and calibration of Evidential Breath Testing Device for two years; and
  - D) ensure that inspection, maintenance and calibration of the Evidential Breath Testing Device are performed by its manufacturer or a maintenance representative certified either by the manufacturer or by a state health agency or other appropriate state agency. If an Evidential Breath Testing Device fails an external check of calibration, the Evidential Breath Testing Device must be taken out of service. The Evidential Breath Testing Device may not be used again for alcohol testing until it is repaired and passes an external calibration check.
- 2) Alcohol Screening Device.
- A) Users of an Alcohol Screening Device must:
    - i) follow the quality assurance plan instructions created by the manufacturer of the Alcohol Screening Device; and
    - ii) follow all device and care requirements for Evidential Breath Testing Devices.
  - B) An Alcohol Screening Device that does not pass the specified quality control checks or has passed its expiration date shall not be used.
- g) Alcohol Screening Test Procedures
- 1) Initial Procedures. The Breath Alcohol Technician or Screening Test Technician shall take the following steps to begin all alcohol screening tests, regardless of the type of testing device used:

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- A) The Technician shall ensure that, when the employee enters the alcohol testing site, the alcohol testing process begins without undue delay.
  - B) If the employee is also going to provide a urine or blood specimen, the Technician shall, to the greatest extent practicable, ensure that the alcohol test is completed before the urine or blood collection process begins.
  - C) If the employee needs medical attention, this treatment shall not be delayed to conduct an Alcohol Screening Test.
  - D) The employee shall provide the Technician with positive identification.
  - E) The Technician shall explain the testing procedure to the employee.
- 2) Evidential Breath Testing Device or Non-evidential Breath Alcohol Screening Device. For an alcohol screening test using an Evidential Breath Testing Device or non-evidential breath Alcohol Screening Device, the Technician shall execute the following procedure:
- A) Select, or allow the employee to select, an individually wrapped or sealed mouthpiece from the testing materials.
  - B) Open the individually wrapped or sealed mouthpiece in view of the employee and insert it into the device in accordance with the manufacturer's instructions.
  - C) Instruct the employee to blow steadily and forcefully into the mouthpiece for at least six seconds or until the device indicates that an adequate amount of breath has been obtained.
  - D) Show the employee the displayed test result.
  - E) If the device is one that prints the test number, testing device name and serial number, time and result directly onto the collection

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form, the Technician shall ensure that the information has been printed correctly onto the collection form.

- F) If the device is one that prints the test number, testing device name and serial number, time and result, but on a separate printout rather than directly onto the collection form, the Technician shall affix the printout of the information to the collection form with tamper-evident tape or use a self-adhesive label that is tamper-evident.
  - G) If the device is one that does not print the test number, testing device name and serial number, time and result, or is a device not being used with a printer, the Technician shall record this information on the collection form.
- 3) Procedure for an Alcohol Screening Test using a Saliva Alcohol Screening Device or a Breath Tube Alcohol Screening Device. The Technician shall execute the following procedure when using the saliva Alcohol Screening Device:
- A) Check the expiration date on the device or on the package containing the device and show it to the employee. The device shall not be used after its expiration date.
  - B) Open an individually wrapped or sealed package containing the device in the presence of the employee.
  - C) Offer the employee the opportunity to use the device. If the employee uses it, the Technician shall instruct the employee to insert it into his or her mouth and use it in a manner described by the device's manufacturer.
  - D) If the employee chooses not to use the device, or in all cases in which a new test is necessary because the device did not activate, the Technician shall insert the device into the employee's mouth and gather saliva in the manner described by the device's manufacturer. The Technician shall wear single-use examination or similar gloves while doing so and change them following each test.

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- E) When the device is removed from the employee's mouth, the Technician shall follow the manufacturer's instructions regarding necessary next steps in ensuring that the device has activated.
  - F) If the Technician is unable to successfully follow these procedures, he or she shall discard the device and conduct a new test using a new device. The new device must be one that has been under the control of the Technician. The Technician shall note on the remarks section of the collection form the reason for the new test. The Technician shall offer the employee the choice of using the device or having the Technician use it unless the employee was responsible for the new test needing to be conducted.
  - G) If the Technician is unable to successfully follow the required procedures on the new test, he or she shall end the collection and include an explanation on the remarks section of the collection form. The Technician shall then direct the employee to take a new test immediately, using an Evidential Breath Testing Device for the screening test.
  - H) If the Technician is able to successfully follow the procedures, but the device does not activate, he or she shall discard the device and conduct a new test. In this case, the Technician shall place the device into the employee's mouth to collect saliva for the new test.
  - I) The Technician shall read the result displayed on the device no sooner than the device's manufacturer instructs. In all cases, the result displayed must be read within 15 minutes after the test. The Technician shall then show the device and its reading to the employee and enter the result on the collection form.
  - J) The Technician shall not re-use devices, swabs, gloves or other materials used in saliva testing.
- 4) Procedure for Breath Tube Alcohol Screening Device. The Technician shall execute the following procedure when using the breath tube Alcohol Screening Device:

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- A) Check the expiration date on the detector device and the electronic analyzer or on the package containing the device and the analyzer and show it to the employee. The Technician shall not use the device or the analyzer after its expiration date. The Technician shall not use an analyzer that is not specifically pre-calibrated for the device being used in the collection.
- B) Remove the device from the package and secure an inflation bag onto the appropriate end of the device, as directed by the manufacturer on the device's instructions.
- C) Break the tube's ampoule in the presence of the employee.
- D) Offer the employee the opportunity to use the device. If the employee chooses to use the device, instruct the employee to blow forcefully and steadily into the blowing end of device until the inflation bag fills with air.
- E) If the employee chooses not to hold the device, the Technician shall hold the device.
- F) When the employee completes the breath process, take the device from the employee, remove the inflation bag, and prepare the device to be read by the analyzer in accordance with the manufacturer's directions.
- G) If the Technician was unable to successfully complete these procedures, he or she shall discard the device and conduct a new test using a new one. The new device must be one that has been under the control of the Technician before the test. The Technician shall note on the remarks section of the collection form the reason for the new test.
- H) The Technician shall offer the employee the choice of holding the device or having the Technician hold it, unless the employee was responsible for the new test needing to be conducted.

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- I) If the Technician is unable to successfully follow the required procedures on the new test, he or she shall end the collection and put an explanation in the remarks section of the collection form.
  - J) The Technician shall then direct the employee to take a new test immediately, using another type of Alcohol Screening Device or an Evidential Breath Testing Device.
  - K) If the Technician was able to successfully follow the required procedures, and after having waited the required amount of time directed by the manufacturer for the detector device to incubate, the Technician shall place the device in the analyzer in accordance with the manufacturer's directions. The result must be read from the analyzer no earlier than the required incubation time of the device. In all cases, the result shall be read within 15 minutes after the test.
  - L) The Technician shall follow the manufacturer's instructions for determining the result of the test. He or she shall show the analyzer result to the employee and record it on the collection form.
  - M) The Technician shall never re-use detector devices or any gloves used in breath tube testing. The inflation bag must be voided of air following removal from a device. Inflation bags and electronic analyzers may be re-used but only in accordance with the manufacturer's directions.
- 5) Procedures Following an Alcohol Screening Test Result
- A) The Breath Alcohol Technician or the Screening Test Technician shall complete and sign the collection form.
  - B) If the test result is an alcohol concentration of less than 0.08, the Technician, must complete the collection form and transmit the result to the DER in a confidential manner.
  - C) If the test result is an alcohol concentration of 0.08 or higher, the Technician shall direct the employee to take an Alcohol Confirmation Test.

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- D) If the test result is any other result, the Technician shall note this result in the remarks section of the collection form.
- h) Alcohol Confirmation Test Procedures
- 1) Initial Procedures. Before starting the Alcohol Confirmation Test, the Breath Alcohol Technician shall execute the following procedure:
    - A) Ensure that the employee waits at least 15 minutes before taking an alcohol confirmation test, starting with the completion of the Alcohol Screening Test. After the waiting period has elapsed, the Breath Alcohol Technician shall begin the Alcohol Confirmation Test as soon as possible, but not more than 30 minutes after the completion of the Alcohol Screening Test.
    - B) The Breath Alcohol Technician shall observe the employee during the waiting period.
    - C) The employee shall be given the following instructions before beginning the waiting period:
      - i) Not to eat, drink, put anything, such as a cigarette or chewing gum, into his or her mouth, or belch;
      - ii) That the reason for the waiting period is to prevent inaccurate reading;
      - iii) That following the instructions concerning the waiting period is to the employee's benefit; and
      - iv) That the confirmation test will be conducted at the end of the waiting period, even if the instructions have not been followed.
    - D) If the Breath Alcohol Technician is aware that the employee has not followed the instructions, this should be noted in the remarks section of the collection form.

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- E) If the Breath Alcohol Technician did not conduct the Alcohol Screening Test for the employee, the Breath Alcohol Technician performing the Alcohol Confirmation Test shall require positive identification of the employee, explain the confirmation procedures, and use a new collection form. The Breath Alcohol Technician performing the Alcohol Confirmation Test must note on the remarks section of the collection form that a different Breath Alcohol Technician or Screening Test Technician conducted the Alcohol Screening Test.
  - F) Even if more than 30 minutes have passed since the screening test result was obtained, the Breath Alcohol Technician shall begin the Alcohol Confirmation Test, not another Alcohol Screening Test.
  - G) The Breath Alcohol Technician performing the Alcohol Confirmation Test shall note in the remarks section of the collection form the time that elapsed between the two events and, if the Alcohol Confirmation Test could not begin within 30 minutes after the screening test, the reason why.
- 2) Alcohol Confirmation Test Procedures. The Breath Alcohol Technician conducting the Alcohol Confirmation Test must execute the following procedures to complete the Alcohol Confirmation Test process:
- A) In the presence of the employee, conduct an air blank on the Evidential Breath Testing Device to be used for the Alcohol Confirmation Test before beginning the confirmation test and show the reading to the employee.
    - i) If the reading is 0.00, the test may proceed. If the reading is greater than 0.00, another air blank shall be conducted.
    - ii) If the reading on the second air blank is 0.00, the test may proceed. If the reading is greater than 0.00, the Breath Alcohol Technician must take the Evidential Breath Testing Device out of service. If the Evidential Breath Testing Device is taken out of service for an air blank reading greater than 0.00, the Evidential Breath Testing

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Device shall not be used until it is found to be within tolerance limits on an external check of calibration.

- B) Open a new individually wrapped or sealed mouthpiece in view of the employee and insert it into the device in accordance with the manufacturer's instructions.
  - C) The Breath Alcohol Technician and the employee shall both read the unique test number displayed on the Evidential Breath Testing Device.
  - D) Instruct the employee to blow steadily and forcefully into the mouthpiece for at least six seconds or until the device indicates that an adequate amount of breath has been obtained.
  - E) Show the employee the result displayed on the Evidential Breath Testing Device.
  - F) Show the employee the result and unique test number that the Evidential Breath Testing Device prints out.
  - G) If the Evidential Breath Testing Device provides a separate printout of the result, attach the printout to the collection form with tamper-evident tape, or use a self-adhesive label that is tamper-evident.
- 3) Procedures Following an Alcohol Confirmation Test Result. After the Evidential Breath Testing Device has printed the result of an alcohol confirmation test, the Breath Alcohol Technician shall execute the following procedures:
- A) Indicate the alcohol reading from the Evidential Breath Testing Device on the collection form and sign the collection form.
  - B) If the test produces any other results, indicate these results in the remarks section of the collection form.
  - C) Immediately transmit the collection form with the reported result directly to the DER and the employee in a confidential manner.

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**Section 9140.70 Preservation of Specimens and Records**

- a) Laboratories testing a primary specimen of blood or urine that was reported with a verified positive, adulterated or substituted result must retain the primary specimen for a minimum of three years. The specimen shall be kept in secure, long-term, frozen storage in accordance with requirements set forth by HHS.
- b) Within the three-year period, the MRO, the employee, or the DER may request in writing that the laboratory retain a specimen for an additional period of time, not to exceed one additional year.
- c) If a laboratory has not sent the split specimen to another laboratory for testing, the laboratory must retain the split specimen for the same period of time as the primary specimen and under the same storage conditions.
- d) Laboratories testing the split specimen must preserve the split specimen in accordance with subsections (a) and (b).
- e) Laboratories must retain all records pertaining to the testing of each employee specimen for a minimum of two years. Within this two-year period, the MRO, the employee or the DER may request in writing that the laboratory retain the records for an additional period of time, not to exceed two additional years.
- f) The employer shall maintain all collection forms for breath and saliva testing for a minimum of three years. Within this three-year period, the employee may request in writing that the employer retain the records for an additional period of time, not to exceed one additional year.
- g) Laboratories testing a specimen of blood or urine that was reported with a verified negative result shall discard both the primary and the split specimen as soon as possible.

**Section 9140.80 Materials Incorporated by Reference**

Copies of the incorporated material are available from the Illinois Workers' Compensation Commission, 100 West Randolph, Suite 8-200, Chicago, Illinois 60601 or on the Commission's Internet website, <http://www.iwcc.il.gov/>.

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## LISTING OF DERIVED WATER QUALITY CRITERIA

Pursuant to 35 Ill. Adm. Code 302.595 and 302.669, the following water quality criteria have been derived as listed. This listing updates revisions to existing criteria for the period July 1, 2012 through September 30, 2012.

A cumulative listing of criteria as of July 31, 1993 was published in 17 Ill. Reg. 18904, October 29, 1993. Listings of waterbodies for which water quality criteria were used during subsequent three month periods were published in 18 Ill. Reg. 318, January 7, 1994; 18 Ill. Reg. 4457, March 18, 1994; 18 Ill. Reg. 8734, June 10, 1994; 18 Ill. Reg. 14166, September 9, 1994; 18 Ill. Reg. 17770, December 9, 1994; 19 Ill. Reg. 3563, March 17, 1995; 19 Ill. Reg. 7270, May 26, 1995; 19 Ill. Reg. 12527, September 1, 1995; 20 Ill. Reg. 649, January 5, 1996; 20 Ill. Reg. 4829, March 22, 1996; 20 Ill. Reg. 7549, May 30, 1996; 20 Ill. Reg. 12278, September 6, 1996; 20 Ill. Reg. 15619, December 6, 1996; 21 Ill. Reg. 3761, March 21, 1997; 21 Ill. Reg. 7554, June 13, 1997; 21 Ill. Reg. 12695, September 12, 1997; 21 Ill. Reg. 16193, December 12, 1997; 22 Ill. Reg. 5131, March 13, 1998; 22 Ill. Reg. 10689, June 12, 1998; 22 Ill. Reg. 16376, September 11, 1998; 22 Ill. Reg. 22423, December 28, 1998; 23 Ill. Reg. 3102, March 12, 1999; 23 Ill. Reg. 6979, June 11, 1999; 23 Ill. Reg. 11774, September 24, 1999; 23 Ill. Reg. 14772, December 27, 1999; 24 Ill. Reg. 4251, March 17, 2000; 24 Ill. Reg. 8146, June 9, 2000; 24 Ill. Reg. 14428, September 29, 2000; 25 Ill. Reg. 270, January 5, 2001; 25 Ill. Reg. 4049, March 16, 2001; 25 Ill. Reg. 7367, June 8, 2001; 25 Ill. Reg. 12186, September 21, 2001; 25 Ill. Reg. 16175, December 14, 2001; 26 Ill. Reg. 4974, March 29, 2002; 26 Ill. Reg. 13370, September 6, 2002; 27 Ill. Reg. 1736, January 31, 2003; 27 Ill. Reg. 7350, April 18, 2003; 27 Ill. Reg. 17128, November 7, 2003; 28 Ill. Reg. 5038, March 19, 2004; 28 Ill. Reg. 8363, June 11, 2004; 28 Ill. Reg. 12943, September 17, 2004; 29 Ill. Reg. 1449, January 21, 2005; 29 Ill. Reg. 7239, May 20, 2005; 29 Ill. Reg. 12672, August 12, 2005; 29 Ill. Reg. 18963, November 18, 2005; 30 Ill. Reg. 5458, March 17, 2006; 30 Ill. Reg. 9195, May 12, 2006 and 30 Ill. Reg. 14377, September 1, 2006; 31 Ill. Reg. 4941, March 23, 2007; 31 Ill. Reg. 7477, May 25, 2007; 31 Ill. Reg. 13233, September 14, 2007; 31 Ill. Reg. 15875, November 26, 2007; 32 Ill. Reg. 4271, March 21, 2008; 32 Ill. Reg. 8454, June 6, 2008; 32 Ill. Reg. 13595, August 15, 2008; 32 Ill. Reg. 19961, December 19, 2008; 33 Ill. Reg. 3683, February 27, 2009; 33 Ill. Reg. 9191, June 26, 2009; 33 Ill. Reg. 13526, September 25, 2009; 33 Ill. Reg. 17178, December 18, 2009; 34 Ill. Reg. 6546, May 7, 2010; 34 Ill. Reg. 7811, June 4, 2010; 34 Ill. Reg. 13565, September 17, 2010; 34 Ill. Reg. 17490, November 12, 2010; 35 Ill. Reg. 3618, February 25, 2011; 35 Ill. Reg. 8574, June 3, 2011; 35 Ill. Reg. 12835, July 29, 2011; 35 Ill. Reg. 18973, November 14, 2011; 36 Ill. Reg. 3977, March 9, 2012; 36 Ill. Reg. 8521, June 8, 2012, and 36 Ill. Reg. 13326, August 17, 2012.

Aquatic life and human health criteria for General Use (35 Ill. Adm. Code 303.201) and Lake Michigan Basin (35 Ill. Adm. Code 303.443) waters are listed below. General Use human health

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## LISTING OF DERIVED WATER QUALITY CRITERIA

criteria are derived for protection of primary contact waters, criteria derived for waters not supportive of primary contact recreation are specified, where applicable. General Use and Lake Michigan Basin waters used as Public and Food Processing Water Supplies (35 Ill. Adm. Code 303.202) are subject to more stringent human health criteria as specified in their respective derivation procedures (35 Ill. Adm. Code 302.648 and 302.657 and 35 Ill. Adm. Code 302.585 and 302.590, respectively). Newly derived criteria or criteria used in NPDES permitting this quarter are highlighted in bold print.

**General Use Criteria**

Chemical: Acenaphthene	CAS #83-32-9
Acute criterion: 120 ug/l	Chronic criterion: 62 ug/l
Date criteria derived: November 14, 1991; revised February 1999	
Applicable waterbodies: Not used during this period.	
Chemical: Acenaphthylene	CAS # 208-96-8
Acute criterion: 190 ug/L	Chronic criterion: 15 ug/L
Date criteria derived: March 1, 1998	
Applicable waterbodies: Not used during this period.	
Chemical: Acetochlor	CAS #34256-82-1
Acute criterion: 150 ug/l	Chronic criterion: 12 ug/l
Date criteria derived: September 26, 2007	
Applicable waterbodies: Not used during this period.	
Chemical: Acetone	CAS #67-64-1
Acute criterion: 1,500 mg/l	Chronic criterion: 120 mg/l
Date criteria derived: May 25, 1993	
Applicable waterbodies: Not used during this period.	
Chemical: Acetonitrile	CAS #75-05-8
Acute criterion: 380 mg/l	Chronic criterion: 30 mg/l
Human health criterion (HTC): non-primary contact, 20 mg/L	
Date criteria derived: December 7, 1993; revised January 23, 2007	
Applicable waterbodies: Not used during this period.	
Chemical: Acrolein	CAS #107-02-8
Acute criterion: 2.7 µg/l	Chronic criterion: 0.22 µg/l
Date criteria calculated: February 1999; reviewed January 2008	

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Applicable waterbodies: Not used during this period.	
Chemical: Acrylonitrile	CAS #107-13-4
Acute criterion: 910 ug/l	Chronic criterion: 73 ug/l
Human health criterion (HNC): 0.21 ug/l	
Date criteria derived: November 13, 1991	
Applicable waterbodies: Not used during this period.	
Chemical: Aniline	CAS #62-53-3
Acute criterion: 120 µg/l	Chronic criterion: 15 µg/l
Date criteria calculated: July 24, 1998; reviewed April 15, 2009	
Applicable waterbodies: Not used during this period.	
Chemical: Anthracene	CAS #120-12-7
Acute criterion: 0.66 ug/L	Chronic Criterion: 0.53 ug/L
Human health criterion (HTC): 35 mg/l	
Date criteria derived: August 18, 1993, revised May 30, 2007	
Applicable waterbodies: Not used during this period.	
Chemical: Antimony	CAS #7440-36-0
Acute criterion: 1,200 ug/L	Chronic Criterion: 320 ug/L
Human health criterion (HTC): 12,000 ug/l	
Non-primary contact: 1,200 ug/l	
Public and food processing water supply: 6 ug/l	
Date criteria derived: September 29, 2008	
Applicable waterbodies: Not used during this period.	
Chemical: Atrazine	CAS #1912-24-9
Acute criterion: 82 ug/l	Chronic criterion: 9.0 ug/L
Date criteria derived: May 2, 2005	
Applicable waterbodies: Not used during this period.	
Chemical: Benzo(a)anthracene	CAS #56-55-3
Human health criterion (HNC): 0.16 ug/l	
Date criteria derived: August 10, 1993; revised February 1999	
Applicable waterbodies: Not used during this period.	
Chemical: Benzo(a)pyrene	CAS #50-32-8
Human health criterion (HNC): 0.016 ug/l	
Date criteria derived: August 10, 1993; revised February 1999	
Applicable waterbodies: Not used during this period.	
Chemical: Benzo(b)fluoranthene	CAS # 205-99-2
Human health criterion (HNC): 0.16 ug/l	

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<p>Date criteria derived: August 10, 1993; revised February 1999  Applicable waterbodies: Not used during this period.</p>
<p>Chemical: Benzo(k)fluoranthene CAS #207-08-9  Human health criterion (HNC): 1.6 ug/l  Date criteria derived: August 10, 1993; revised February 1999  Applicable waterbodies: Not used during this period.</p>
<p>Chemical: Bis(2-ethylhexyl)phthalate CAS #117-81-7  Human health criterion (HNC): 1.9 ug/l  Date criteria derived: February, 1999; reviewed: June 2009  Applicable waterbodies: Not used during this period.</p>
<p>Chemical: Bromodichloromethane CAS #75-27-4  Acute criterion: 10 ug/l Chronic criterion: 1 ug/l  Human health criterion (HNC): 13 ug/l  Date criteria derived: February 1, 1999  Applicable waterbodies: Not used during this period.</p>
<p>Chemical: Carbon tetrachloride CAS #56-23-5  Acute criterion: 3,500 ug/l Chronic criterion: 280 ug/l  Human health criterion (HNC): 1.4 ug/l  Date criteria derived: June 18, 1993  Applicable waterbodies: Not used during this period.</p>
<p>Chemical: 2-Chloroaniline CAS #95-51-2  Acute criterion: 75 ug/l Chronic criterion: 6 ug/l  Date criteria derived: June 21, 1996; reviewed April 15, 2009  Applicable waterbodies: Not used during this period.</p>
<p>Chemical: 4-Chloroaniline CAS #106-47-8  Acute criterion: 2.4 ug/l  Date criteria derived: February 26, 1992; reviewed April 15, 2009  Applicable waterbodies: Not used during this period.</p>
<p>Chemical: Chlorobenzene CAS #108-90-7  Acute criterion: 990 ug/l Chronic criterion: 79 ug/l  Date criteria derived: December 11, 1991  Applicable waterbodies: Not used during this period.</p>
<p>Chemical: Chloroethane CAS #75-00-3  Acute criterion: 13 mg/l Chronic criterion: 1 mg/l  Date criteria derived: December 11, 1991  Applicable waterbodies: Not used during this period.</p>

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Chemical: Chloromethane	CAS #74-87-3
Acute criterion: 16 mg/l	Chronic criterion: 1.3 mg/l
Date criteria derived: December 11, 1991	
Applicable waterbodies: Not used during this period.	
Chemical: Chloroform	CAS #67-66-3
Acute criterion: 1,900 ug/l	Chronic criterion: 150 ug/l
Human health criterion (HNC): 130 ug/l	
Date criteria derived: October 26, 1992	
Applicable waterbodies: Not used during this period.	
Chemical: Chrysene	CAS #218-01-9
Human health criterion (HNC): 16 ug/l	
Date criteria derived: August 10, 1993; revised February 1999	
Applicable waterbodies: Not used during this period.	
Chemical: 2,4-D	CAS #94-75-7
Acute criterion: 100 ug/l	Chronic criterion: 8 ug/l
Date criteria derived: July 1, 1993; reviewed April 15, 2009	
Applicable waterbodies: Not used during this period.	
Chemical: Dibenz(a,h)anthracene	CAS #53-70-3
Human health criterion (HNC): 0.016 ug/l	
Date criteria derived : February, 1999, reviewed June 2007	
Applicable waterbodies: Not used during this period.	
Chemical: 1,2-dichlorobenzene	CAS #95-50-1
Acute criterion: 210 ug/l	Chronic criterion: 17 ug/l
Date criteria derived: December 1, 1993	
Applicable waterbodies: Not used during this period.	
Chemical: 1,3-dichlorobenzene	CAS #541-73-1
Acute criterion: 500 ug/l	Chronic criterion: 200 ug/l
Date criteria derived: July 31, 1991	
Applicable waterbodies: Not used during this period.	
Chemical: 1,1-dichloroethane	CAS #75-34-3
Acute criterion: 20 mg/l	Chronic criterion: 2 mg/l
Date criteria derived: July 31, 1991	
Applicable waterbodies: Not used during this period.	
Chemical: 1,2-dichloroethane	CAS #107-06-2
Acute criterion: 25 mg/l	Chronic criterion: 4.5 mg/l
Human health criterion (HNC): 23 ug/l	

## ENVIRONMENTAL PROTECTION AGENCY

## NOTICE OF PUBLIC INFORMATION

## LISTING OF DERIVED WATER QUALITY CRITERIA

Date criteria derived: March 19, 1992 Applicable waterbodies: Not used during this period.	
Chemical: 1,1-dichloroethylene	CAS #75-35-4
Acute criterion: 3,000 ug/l	Chronic criterion: 240 ug/l
Human health criterion (HTC): 110 ug/l	
Non-primary contact: 120 ug/l	
Public and food processing water supply: 6.6 ug/l	
Date criteria derived: March 20, 1992; revised May 04, 2009 Applicable waterbodies: Not used during this period.	
Chemical: 1,2-dichloroethylene	CAS #540-59-0
Acute criterion: 14 mg/l	Chronic criterion: 1.1 mg/l
Date criteria derived: November 18, 2008 Applicable waterbodies: Not used during this period.	
Chemical: trans-1,2-dichloroethylene	CAS #156-60-5
Human health criterion (HTC): 34 mg/l	
Date criteria derived: February 1, 1999; reviewed December 2, 2010 Applicable waterbodies: Not used during this period.	
Chemical: 2,4-dichlorophenol	CAS #120-83-2
Acute criterion: 630 ug/l	Chronic criterion: 83 ug/l
Date criteria derived: November 14, 1991 Applicable waterbodies: Not used during this period.	
Chemical: 1,2-dichloropropane	CAS #78-87-5
Acute criterion: 4,800 ug/l	Chronic criterion: 380 ug/l
Date criteria derived: December 7, 1993 Applicable waterbodies: Not used during this period.	
Chemical: 1,3-dichloropropylene	CAS #542-75-6
Acute criterion: 99 ug/l	Chronic criterion: 7.9 ug/l
Date criteria derived: November 13, 1991 Applicable waterbodies: Not used during this period.	
Chemical: 2,4-dimethyl phenol	CAS #105-67-9
Acute criterion: 740 ug/l	Chronic criterion: 220 ug/l
Date criteria derived: October 26, 1992 Applicable waterbodies: Not used during this period.	
Chemical: 4,6-dinitro-o-cresol = 2-methyl-4,6-dinitrophenol	CAS #534-52-1
Acute criterion: 29 ug/l	Chronic criterion: 2.3 ug/l
Date criteria derived: November 14, 1991	

## ENVIRONMENTAL PROTECTION AGENCY

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## LISTING OF DERIVED WATER QUALITY CRITERIA

Applicable waterbodies: Not used during this period.	
Chemical: 2,4-dinitrophenol	CAS #51-28-5
Acute criterion: 85 ug/l	Chronic criterion: 4.1 ug/l
Date criteria derived: December 1, 1993	
Applicable waterbodies: Not used during this period.	
Chemical: 2,6-dinitrotoluene	CAS #606-20-2
Acute criterion: 1,900 ug/l	Chronic criterion: 150 ug/l
Date criteria derived: February 14, 1992	
Applicable waterbodies: Not used during this period.	
Chemical: Diquat	CAS #85-00-7
Acute criterion: 990 ug/l	Chronic criterion: 80 ug/l
Date criteria derived: January 30, 1996	
Applicable waterbodies: Not used during this period.	
Chemical: Ethyl mercaptan (ethanethiol)	CAS #75-08-1
Acute criterion: 17 ug/l	Chronic criterion: 2 ug/l
Date criteria derived: April 8, 2002	
Applicable waterbodies: Not used during this period.	
Chemical: Fluoranthene	CAS #206-44-0
Acute criterion: 4.3 ug/L	Chronic Criterion: 1.8 ug/L
Human health criterion (HTC): 120 ug/l	
Date criteria derived: August 10, 1993; revised June 6, 2007 (Acute/Chronic)	
Applicable waterbodies: Not used during this period.	
Chemical: Fluorene	CAS #86-73-7
Acute criterion: 59 ug/L	Chronic Criterion: 16 ug/L
Date criteria derived: June 6, 2007	
Applicable waterbodies: Not used during this period.	
Chemical: Formaldehyde	CAS #50-00-0
Acute criterion: 4.9 mg/l	Chronic criterion: 0.39 mg/l
Date criteria derived: January 19, 1993	
Applicable waterbodies: Not used during this period.	
Chemical: Hexachlorobenzene	CAS #118-74-1
Human health criterion (HNC): 0.00025 ug/l	
Date criteria derived: November 15, 1991	
Applicable waterbodies: Not used during this period.	
Chemical: Hexachlorobutadiene	CAS #87-68-3
Acute criterion: 35 ug/l	Chronic criterion: 2.8 ug/l

## ENVIRONMENTAL PROTECTION AGENCY

## NOTICE OF PUBLIC INFORMATION

## LISTING OF DERIVED WATER QUALITY CRITERIA

Date criteria derived: March 23, 1992 Applicable waterbodies: Not used during this period.	
Chemical: Hexachloroethane	CAS #67-72-1
Acute criterion: 380 ug/l	Chronic criterion: 31 ug/l
Human health criterion (HNC): 2.9 ug/l Date criteria derived: November 15, 1991 Applicable waterbodies: Not used during this period.	
Chemical: n-Hexane	CAS #110-54-3
Acute criterion: 250 ug/l	Chronic criterion: 20 ug/l
Date criteria derived: April 8, 2002 Applicable waterbodies: Not used during this period.	
Chemical: Indeno(1,2,3-cd)pyrene	CAS #193-39-5
Human health criterion (HNC): 0.16 ug/l Date criteria calculated: February, 1992, reviewed June 2007 Applicable waterbodies: Not used during this period.	
Chemical: Isobutyl alcohol = 2-methyl-1-propanol	CAS #78-83-1
Acute criterion: 430 mg/l	Chronic criterion: 35 mg/l
Date criteria derived: December 1, 1993 Applicable waterbodies: Not used during this period.	
Chemical: Methylene chloride	CAS #75-09-2
Acute criterion: 17 mg/l	Chronic criterion: 1.4 mg/l
Human health criterion (HNC): 330 ug/l Non-primary contact: 490 ug/l Public and food processing water supply: 4.6 ug/l Date criteria derived: January 21, 1992; revised November 25, 2008 Applicable waterbodies: Not used during this period.	
Chemical: Methyl ethyl ketone	CAS #78-93-3
Acute criterion: 320 mg/l	Chronic criterion: 26 mg/l
Date criteria derived: July 1, 1992 Applicable waterbodies: Not used during this period.	
Chemical: 4-methyl-2-pentanone	CAS #108-10-1
Acute criterion: 46 mg/l	Chronic criterion: 1.4 mg/l
Date criteria derived: January 13, 1992 Applicable waterbodies: Not used during this period.	
Chemical: 2-methyl phenol	CAS #95-48-7
Acute criterion: 4.7 mg/l	Chronic criterion: 0.37 mg/l

## ENVIRONMENTAL PROTECTION AGENCY

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## LISTING OF DERIVED WATER QUALITY CRITERIA

Date criteria derived: November 8, 1993 Applicable waterbodies: Not used during this period.	
Chemical: 4-methyl phenol	CAS #106-44-5
Acute criterion: 670 ug/l	Chronic criterion: 120 ug/l
Date criteria derived: January 13, 1992 Applicable waterbodies: Not used during this period.	
Chemical: Methyl tert-butyl ether (MTBE)	CAS #134-04-4
Acute criterion: 67 mg/l	Chronic criterion: 5.4 mg/l
Date criteria derived: September 18, 1997 Applicable waterbodies: Not used during this period.	
Chemical: Metolachlor	CAS #51218-45-2
Acute criterion: 380 ug/l	Chronic criterion: 30.4 ug/l
Date criteria derived: February 25, 1992; revised October 1, 2007 Applicable waterbodies: Not used during this period.	
Chemical: Naphthalene	CAS #91-20-3
Acute criterion: 510 ug/l	Chronic criterion: 68 ug/l
Date criteria derived: November 7, 1991; revised February 1999 Applicable waterbodies: Not used during this period.	
Chemical: 4-nitroaniline	CAS #100-01-6
Acute criterion: 1.5 mg/l	Chronic criterion: 0.12 mg/l
Date criteria derived: May 5, 1996 Applicable waterbodies: Not used during this period.	
Chemical: Nitrobenzene	CAS #98-95-3
Acute criterion: 15 mg/l	Chronic criterion: 8.0 mg/l
Human health criterion (HTC): 0.52 mg/l Date criteria derived: February 14, 1992; revised February 1999 Applicable waterbodies: Not used during this period.	
Chemical: PCBs	CAS #1336-36-3
Human health criterion (HNC): 0.056 ng/l Non-primary contact: 0.056 ng/l Public and food processing water supply: 0.056 ng/l	
Date criteria derived: December 6, 2011 Applicable waterbodies: Not used during this period.	
Chemical: Pentachlorophenol	CAS #87-86-5
Acute criterion: 20 ug/l	Chronic criterion: 13 ug/l
Date criteria derived: national criterion at pH of 7.8, September 1986	

## ENVIRONMENTAL PROTECTION AGENCY

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## LISTING OF DERIVED WATER QUALITY CRITERIA

Applicable waterbodies: Not used during this period.	
Chemical: Phenanthrene	CAS #85-01-8
Acute criterion: 46 ug/l	Chronic criterion: 3.7 ug/l
Date criteria derived: October 26, 1992	
Applicable waterbodies: Not used during this period.	
Chemical: Propylene	CAS #115-07-1
Acute criterion: 4.0 mg/l	Chronic criterion 0.40 mg/l
Date criteria derived: April 8, 2002	
Applicable waterbodies: Not used during this period.	
Chemical: Pyrene	CAS #120-00-0
Human health criterion (HTC): 3.5 mg/l	
Date criteria derived: December 22, 1992	
Applicable waterbodies: Not used during this period.	
Chemical: Styrene	CAS #120-42-5
Acute criterion: 2.5 mg/L	Chronic criterion: 0.2 mg/L
Date criteria derived: October 26, 1992; reviewed May 4, 2009	
Applicable waterbodies: Not used during this period.	
Chemical: Tetrachloroethylene	CAS #127-18-4
Acute criterion: 1,200 ug/l	Chronic criterion: 150 ug/l
Date criteria derived: March 23, 1992	
Applicable waterbodies: Not used during this period.	
Chemical: Tetrahydrofuran	CAS #109-99-9
Acute criterion: 220 mg/l	Chronic criterion: 17 mg/l
Date criteria derived: March 16, 1992	
Applicable waterbodies: Not used during this period.	
Chemical: Thallium	CAS #7440-28-0
Acute criterion: 86 ug/l	Chronic criterion: 11 ug/l
Human health criterion (HTC): 3.0 ug/l	
Non-primary contact: 3.0 ug/l	
Public and food processing water supply: 1.2 ug/l	
Date criteria derived: October 22, 2007; revised November 18, 2008	
Applicable waterbodies: Not used during this period.	
Chemical: 1,2,4-trichlorobenzene	CAS #120-82-1
Acute criterion: 370 ug/l	Chronic criterion: 72 ug/l
Date criteria derived: December 14, 1993; revised February 1999	
Applicable waterbodies: Not used during this period.	

## ENVIRONMENTAL PROTECTION AGENCY

## NOTICE OF PUBLIC INFORMATION

## LISTING OF DERIVED WATER QUALITY CRITERIA

<p>Chemical: 1,1,1-trichloroethane          Acute criterion: 4,900 ug/l          Date criteria derived: October 26, 1992          Applicable waterbodies: Not used during this period.</p>	<p>CAS #71-55-6          Chronic criterion: 390 ug/l</p>
<p>Chemical: 1,1,2-trichloroethane          Acute criterion: 19 mg/l          Human health criterion (HNC): 12 ug/l          Date criteria derived: December 13, 1993; revised February 1999          Applicable waterbodies: Not used during this period.</p>	<p>CAS #79-00-5          Chronic criterion: 4.4 mg/l</p>
<p>Chemical: Trichloroethylene          Acute criterion: 12,000 ug/l          Human health criterion (HNC): 25 ug/l          Non-primary contact: 26 ug/l          Public and food processing water supply: 2.5 ug/l          Date criteria derived: October 23, 1992; revised November 18, 2008          Applicable waterbodies: Not used during this period.</p>	<p>CAS #79-01-6          Chronic criterion: 940 ug/l</p>
<p>Chemical: 1,2,4-trimethylbenzene          Acute criterion: 360 ug/l          Date criteria derived: July 15, 1998; reviewed December 2, 2010          Applicable waterbodies: Not used during this period.</p>	<p>CAS #95-63-6          Chronic criterion: 29 ug/l</p>
<p>Chemical: Vinyl chloride          Acute criterion: 22 mg/l          Human health criterion (HNC): 1.5 ug/l          Non-primary contact: 2 ug/l          Public and food processing water supply: 0.025 ug/l          Date criteria derived: October 23, 1992; revised January 23, 2007; revised November 17, 2008          Applicable waterbodies: Not used during this period.</p>	<p>CAS #75-01-4          Chronic criterion: 1.7 mg/l</p>

**Lake Michigan Basin Criteria**

Chemical: Antimony  
Aquatic Life Criteria:

CAS #7440-36-0

## ENVIRONMENTAL PROTECTION AGENCY

## NOTICE OF PUBLIC INFORMATION

## LISTING OF DERIVED WATER QUALITY CRITERIA

<p>Acute criterion: 470 ug/l                      Chronic criterion: 120 ug/l  Date criteria derived: September 29, 2008  Applicable waterbodies: Not used during this period.</p>
<p>Chemical: Bis(2-ethylhexyl)phthalate                      CAS #117-81-7  <u>Aquatic Life Criteria:</u>  Acute criterion: 76 ug/l                      Chronic criterion: 17 ug/l  <u>Human Health Non-threshold Criteria:</u>  Public and food processing water supply: 2.8 ug/l  Non-drinking water: 3.2 ug/l  Date criteria derived: June 20, 2006  Applicable waterbodies: Not used during this period.</p>
<p>Chemical: 1,2-dichloroethylene                      CAS #540-59-0  <u>Aquatic Life Criteria:</u>  Acute criterion: 8.8 mg/l                      Chronic criterion: 0.98 mg/l  Date criteria derived: November 18, 2008  Applicable waterbodies: Not used during this period.</p>
<p>Chemical: Methylene Chloride                      CAS #75-09-2  <u>Aquatic Life Criteria:</u>  Acute criterion: 10,803 ug/l                      Chronic criterion: 1,200 ug/l  <u>Human Health Non-threshold Criteria:</u>  Public and food processing water supply: 47 ug/l  Non-drinking water: 2,600 ug/l  Date criteria derived: June 20, 2006  Applicable waterbodies: Not used during this period.</p>
<p>Chemical: Thallium                      CAS #7440-28-0  <u>Aquatic Life Criteria:</u>  Acute criterion: 54 ug/l                      Chronic criterion: 15 ug/l  <u>Human Health Threshold Criteria:</u>  Public and food processing water supply: 1.3 ug/l  Non-drinking water: 3.7 ug/l  Date criteria derived: June 20, 2006; revised November 18, 2008  Applicable waterbodies: Not used during this period.</p>
<p>Chemical: Vinyl Chloride                      CAS #75-01-4  <u>Aquatic Life Criteria:</u>  Acute criterion: 8,380 ug/l                      Chronic criterion: 931 ug/l  <u>Human Health Non-threshold Criteria:</u>  Public and food processing water supply: 0.25 ug/l</p>

ENVIRONMENTAL PROTECTION AGENCY

NOTICE OF PUBLIC INFORMATION

LISTING OF DERIVED WATER QUALITY CRITERIA

<p>Non-drinking water: 14.4 ug/l Date criteria derived: June 20, 2006 Applicable waterbodies: Not used during this period.</p>
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For additional information concerning these criteria or the derivation process used in generating them, please contact:

Brian Koch  
Illinois Environmental Protection Agency  
Division of Water Pollution Control  
1021 North Grand Avenue East  
Post Office Box 19276  
Springfield, Illinois 62794-9276  
217-558-2012

JOINT COMMITTEE ON ADMINISTRATIVE RULES  
ILLINOIS GENERAL ASSEMBLY

SECOND NOTICES RECEIVED

The following second notices were received by the Joint Committee on Administrative Rules during the period of October 30, 2012 through November 5, 2012 and have been scheduled for review by the Committee at its December 11, 2012 meeting. Other items not contained in this published list may also be considered. Members of the public wishing to express their views with respect to a rulemaking should submit written comments to the Committee at the following address: Joint Committee on Administrative Rules, 700 Stratton Bldg., Springfield IL 62706.

<u>Second Notice Expires</u>	<u>Agency and Rule</u>	<u>Start Of First Notice</u>	<u>JCAR Meeting</u>
12/13/12	<u>State Board of Education</u> , Certification (23 Ill. Adm. Code 25)	8/31/12 36 Ill. Reg. 13480	12/11/12
12/13/12	<u>State Board of Education</u> , Agricultural Education Program (23 Ill. Adm. Code 75)	8/31/12 36 Ill. Reg. 13496	12/11/12
12/13/12	<u>State Board of Education</u> , Calculation of Excess Cost under Section 18-3 of the School Code (23 Ill. Adm. Code 140)	8/31/12 36 Ill. Reg. 13501	12/11/12
12/13/12	<u>State Universities Retirement System</u> , Universities Retirement (80 Ill. Adm. Code 1600)	8/31/12 36 Ill. Reg. 13568	12/11/12
12/15/12	<u>Department of Financial and Professional Regulation</u> , Payday Loan Reform Act (38 Ill. Adm. Code 210)	3/9/12 36 Ill. Reg. 3605	12/11/12
12/19/12	<u>Department of Insurance</u> , Medical Malpractice Data Base (50 Ill. Adm. Code 928)	7/6/12 36 Ill. Reg. 9692	12/11/12
12/19/12	<u>Department of Natural Resources</u> , Designation	8/31/12	12/11/12

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JOINT COMMITTEE ON ADMINISTRATIVE RULES  
ILLINOIS GENERAL ASSEMBLY

SECOND NOTICES RECEIVED

of Restricted Waters in the State of Illinois (17  
Ill. Adm. Code 2030)

36 Ill. Reg.  
13514

**ILLINOIS ADMINISTRATIVE CODE**  
**Issue Index - With Effective Dates**

Rules acted upon in Volume 36, Issue 46 are listed in the Issues Index by Title number, Part number, Volume and Issue. Inquiries about the Issue Index may be directed to the Administrative Code Division at (217) 782-7017/18.

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