

Hospital Patient and Visitor Notices

Illinois Requirements

Notice	When	Authority	Additional Information
<p>Verbal and written notice to police officers, firefighters, private emergency medical services providers, emergency medical technicians, and ambulance personnel who have provided or are about to provide transport services, emergency care, or life support services to a patient with a dangerous communicable disease.</p>	<p>For airborne or droplet transmitted diseases, within 48 hours of confirmed diagnosis, attempt to make verbal communication, followed by written notification.</p> <p>For blood borne diseases, within 72 hours of a confirmed diagnosis (other than AIDs, ARC, or HIV infection), written notification. The hospital shall attempt to make verbal communication before written notice, if the police officers, firefighters, private emergency medical services providers, emergency medical technicians, or ambulance personnel indicated both verbally and on the ambulance run sheet that a reasonable possibility exists that they have had blood or bodily fluid contact with the patient, or if hospital personnel have reason to know of a possible exposure.</p>	<p>Hospital Licensing Act (HLA), 210 ILCS 85/6.08.</p> <p>Hospital Licensing Requirements, 77 Ill. Adm. Code 250.725.</p>	<p>Notification must not include the name of the patient.</p> <p>Sample wording is available in the statute.</p> <p>Regulations contain a list of approximately 20 communicable diseases for which notice is required.</p> <p>See statute and regulation for additional notification requirements and conditions regarding notification for a confirmed diagnosis of AIDs, ARC, or HIV infection.</p> <p><i>See also</i> AIDS Confidentiality Act, 410 ILCS 305/9.</p>
<p>Notice of discharge to aged and disabled patients who qualify for Medicare.</p>	<p>“at least 24 hours prior to discharge.”</p>	<p>HLA, 210 ILCS 85/6.09(a).</p>	<p>When home health services are ordered, must also give the patient the case coordination unit’s telephone number and other contact information.</p>

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Last updated December 2020

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Written notice to patient of patient’s right to appeal the discharge pursuant to the federal Medicare program.	“At least 24 hours prior to discharge.”	HLA, 210 ILCS 85/6.09(c).	<p>Include the steps to follow and the telephone number to call to appeal the discharge.</p> <p>For standardized forms, see “Hospital Discharge Appeal Notices” at https://www.cms.gov/Medicare/Medicare-General-Information/BNI/index.html?redirect=/BNI.</p>
Notice to case coordination unit of patients being discharged to skilled nursing facility.	“at least 24 hours prior to discharge.”	HLA, 210 ILCS 85/6.09(a).	
Notice to case coordination unit of patients being discharged when home health services are ordered.	Prior to “pending discharge.”	HLA, 210 ILCS 85/6.09(a).	Must provide the patient with the case coordination unit’s telephone number and other contact information.
Notice to a long term care facility if the hospital initiated a criminal history background check, as required by 210 ILCS 85/6.09(d), on a patient being discharged to that facility.	Not specified.	HLA, 210 ILCS 85/6.09(d).	Upon receipt of the results, the hospital must promptly forward the results to the long term care facility.

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<p>Physician Certification Statement, or equivalent form, to ambulance service providers to establish medical necessity for Medicare purposes.</p> <p>If unable to provide the Statement or equivalent form, then provide to the patient a written notice and verbal explanation.</p>	<p>“at or prior to transport.”</p>	<p>HLA, 210 ILCS 85/6.22.</p>	<p>Must be formatted and completed in compliance with federal regulations or an equivalent form developed by the hospital.</p> <p>See 210 ILCS 85/6.22(c) for patient written notice requirements.</p> <p>The Statement and patient written notice are not required prior to transport if a delay in transport can be expected to negatively affect patient outcome.</p>
<p>Written notice to insured patients concerning out-of-network providers.</p>	<p>“During the admission or as soon as practicable thereafter...”</p>	<p>Fair Patient Billing Act, 210 ILCS 88/50.</p>	<p>See statute for specific notification requirements.</p>
<p>Written notice to patients regarding date of service, billing inquiries and disputes, person to call, ability to obtain an itemized bill, etc.</p>	<p>“provide with its bill...”</p>	<p>Fair Patient Billing Act, 210 ILCS 88/20 – 88/25.</p>	<p>See statutes for the specific information to be included with the bill.</p>

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<p>Written statement of hospital patient's rights as enumerated in the Medical Patient Rights Act.</p>	<p>"...at the time of admission or as soon thereafter as the condition of the patient permits."</p>	<p>Medical Patient Rights Act, 410 ILCS 50/5.</p>	<p>Give to parent, guardian, or authorized representative if patient cannot read.</p> <p>Statement should also include notice of how to initiate a grievance regarding improper discrimination with the hospital, the Department of Public Health, and the Department of Human Rights.</p> <p>See statute for specific information on the right not to be discriminated against by the hospital.</p>
<p>Written and oral information to alleged sexual assault survivors about emergency contraception and the risks associated with it; possibility of infection, sexually transmitted disease, and pregnancy; the need for follow-up examinations and lab tests; evidence collection and its use in criminal investigations; etc.</p>	<p>"provide, with the consent of the sexual assault survivor, and as ordered by the attending physician, advanced practice nurse, or physician assistant..."</p>	<p>Sexual Assault Survivors Emergency Treatment Act, 410 ILCS 70/2.2(b), 70/5(a).</p> <p>Sexual Assault Survivors Emergency Treatment Code, 77 Ill. Adm. Code 545.60(a).</p>	<p>See the statutes and regulation for a complete list of written and oral notifications.</p>
<p>Written notice to sexual assault survivor regarding billing for services.</p>	<p>Not specified.</p>	<p>Sexual Assault Survivors Emergency Treatment Act, 410 ILCS 70/7.5.</p>	<p>See statute for complete notice requirements. Note the notice requirements include but are not limited to those in the statute.</p>

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Notice	When	Authority	Additional Information
Information to parents and primary caregivers of all newborn children about the voluntary Shaken Baby Prevention Program.	Not specified.	Shaken Baby Prevention Act, 410 ILCS 260/20.	
Notice to mother of deceased fetuses of less than 20 weeks gestation of mother's right to arrange for burial or cremation.	Not specified.	HLA, 210 ILCS 85/11.4.	Notification may include options such as a ceremony, a certificate, or common burial or cremation. See statute for additional requirements.
Disclosure to patient by health care workers if they have an investment interest in a referral entity.	"When making a referral..."	Health Care Worker Self-Referral Act, 225 ILCS 47/20(b)(7).	Alternative facilities must be disclosed if reasonably available. See also federal requirements.
Notice to patient that with respect to statutorily required referrals for physical therapy, occupational therapy, athletic trainer, or general counselor services, patient may requests a referral for these services outside or independent of the authorized referring health care worker's group practice, facility, or health professional's or provider's office.	No specified.	Health Care Worker Self-Referral Act, 225 ILCS 47/50.	Notice may take the following or similar form: "For your information, the health care professionals in this practice (or legal entity) are financially integrated. If you are referred to a health care professional in this practice for physical therapy services, occupational therapy services, athletic trainer services, or genetic counselor services, please note that you may request and receive a referral for these services outside or independent of this practice."

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<p>A prominent statement that uninsured patients may qualify for an uninsured discount under state law.</p>	<p>On or with each hospital bill, invoice, or other summary of charges to an uninsured patient.</p>	<p>Hospital Uninsured Patient Discount Act, 210 ILCS 89/10(d).</p>	<p>Notification must also include information on how a patient may apply under the hospital's financial assistance policy.</p>
<p>Inform convicted sex offenders, sexual predators, and violent offenders against youth who are discharged or released from a hospital or other treatment facility where they were confined of (1) their duty to register under the Sex Offender Registration Act or Murderer or Violent Offender Against Youth Registration Act and (2) that if they establish residence, are employed, or attend school outside of Illinois, the individual must register in the new state within 3 or 5 days (depending upon the Act) after establishing residence, beginning employment, or beginning school.</p>	<p>"prior to discharge or release from the hospital..."</p>	<p>Sex Offender Registration Act, 730 ILCS 150/5-5.</p> <p>Murderer and Violent Offender Against Youth Registration Act, 730 ILCS 154/25.</p> <p>See 20 Ill. Admin. Code 1280.20, 1280.30, and 1283.40; 730 ILCS 150/2; 730 ILCS 154/5.</p>	<p>Require the person to read and sign a form stating that the duty to register and the procedure for registration was explained to him and that he understands the duty and procedure.</p> <p>Obtain information about where the person expects to reside, work, and/or attend school upon his or her discharge and shall report the information to Illinois State Police within 3 days.</p>
<p>Oral and written notice to patient that patient is not admitted to the hospital and is under observation status.</p>	<p>"Within 24 hours after a patient's placement into observation status by a hospital."</p>	<p>HLA, 210 ILCS 85/6.09b.</p>	<p>See statute for the requirements of the written notice.</p>

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<p>Statement notifying the public that the annual report of the community benefit plan is “public information, filed with the Attorney General, and available to the public on request from the Attorney General.”</p>	<p>Not specified, but statement must be made available to the public.</p>	<p>Community Benefits Act, 210 ILCS 76/20(c).</p>	<p>This Act does not apply to public hospitals, hospitals located outside a metropolitan statistical area, or a hospital with 100 or fewer beds. This requirement only applies to non-profit hospitals.</p>
<p>Notify subject of test or subject’s legally authorized representative of confirmed positive result of an HIV test.</p>	<p>“by personal contact whenever possible.”</p>	<p>AID Confidentiality Act, 410 ILCS 305/9.5.</p>	<p>Health care provider or professional must also provide subject or subject’s legally authorized representative with a referral to counseling and a referral to an appropriate medical facility for the treatment and management of HIV.</p> <p>See statute for provisions on the inability to contact the subject or subject’s legally authorized representative.</p>
<p>Health care professional who provide expedited partner therapy must provide the patient written materials (which are provided by IDPH) to be given to the partner(s), which include but are not limited to a notification of the risk to self, others, and the public health if the STD is not completely and successfully treated.</p>	<p>Not specified.</p>	<p>Illinois Sexually Transmissible Disease Control Act, 410 ILCS 325/6(e)(3).</p>	<p>See statute for the minimum required information to be included on the written materials.</p>

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<p>Written notification of any disclosure request under subsection (c).</p>	<p>“within 5 business days of such request.”</p>	<p>Mental Health and Developmental Disabilities Confidentiality Act, 740 ILCS 110/10(c).</p>	<p>See statute for notification requirements.</p>
<p>Inform parent or guardian of the importance of obtaining timely treatment for the infant in order to prevent the newborn from becoming HIV infant, and inform the mother of the newborn infant of the importance of obtaining treatment of her HIV infection.</p>	<p>Upon an HIV test showing that a newborn infant is preliminarily HIV-exposed.</p>	<p>Perinatal HIV Prevention Act, 410 ILCS 335/25.</p>	<p>IDPH will provide health care professional and health care facilities with written information that may be used to satisfy this obligation.</p>
<p>Offer an information packet to the person relinquishing the newborn infant, which includes a written notice regarding parental rights.</p>	<p>When a hospital “receives a newborn infant relinquished in accordance with this Act.”</p>	<p>Abandoned Newborn Infant Protection Act, 325 ILCS 2/35.</p>	<p>See statute for complete information packet requirements.</p> <p>If possible, must clearly inform the relinquishing person that his/her acceptance of the information is completely voluntary.</p>
<p>Notify pregnant individual or mother of nursing child upon discovery of an event that requires reporting under subsection (a) or (b).</p>	<p>No later than 24 hours after discovery.</p>	<p>Report and Notification of a Dose to an Embryo/Fetus or a Nursing Child, 32 Ill. Adm. Code 335.1100(e).</p>	<p>See regulation for specific notification requirements.</p>

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