**Section 1125.350 Office of Finance and Administration**

a) The Office of Finance and Administration encompasses all administrative support activities essential to the overall operation of the Department.

b) The Office of Finance and Administration provides supportive and coordination services to all offices and regions within the Department including budget, State/Local Liaison Unit, employee services and benefits. Divisions within the Office include: Accounting Services, Information Technology, Vital Records, Human Resources, and Physical Services.

1) The Division of Vital Records is the Official Register of Vital Events in Illinois that include all births, deaths, marriages, adoptions and divorces.

2) The State/Local Liaison Unit is the liaison between the local health departments and the Department.

c) The Office also provides administrative support to the Regional Health Officers, who administer the Department's regional offices. The Regional Health Officers are responsible for coordinating various agency program activities at the regional level, including presiding over involuntary discharge and certificate of need hearings, serving as emergency liaisons, and serving as liaisons with local health agencies and community health associations.

(Source: Amended at 24 Ill. Reg. 2709, effective February 15, 2000)