**Section 1130.950 Written Comments on Applications for Permit**

a) Provision for and Types of Written Comments

1) Written comments regarding an application and any supplemental information pertaining to an application shall be submitted in accordance with the Notice of Review requirements of this Subpart, in accordance with public hearing requirements established at the direction of the hearing officer, or in accordance with requirements for additional testimony established as a request from and at the direction of HFSRB.

2) Persons who have previously participated in any public hearings or submitted written comments related to a project shall not repeat previously submitted comments.

b) Submission of Comments

1) Written comments are to be submitted to HFSRB or its Administrator at:

Illinois Health Facilities and Services Review Board

525 West Jefferson St., 2nd Floor

Springfield IL 62761

2) Those written comments that have been addressed and submitted as described in this subsection will be included as part of the public record, provided that HFSRB receives the comments within the prescribed time frame and in accordance with the requirements of this Subpart. Persons submitting comments are responsible for assuring that the Board's staff receive the comments within the prescribed time frame. No person shall knowingly provide ex parte comment to any HFSRB member or staff in contravention of Section 1130.630(d) (see 20 ILCS 3960/4.2).

c) Format of Comments

1) Written comments shall contain a signature and the name and address of the person submitting the comments. Written comments shall be on 8½" by 11" paper .

2) All written comments shall be submitted within the allowable time frames established in Sections 1130(b) and 1130.920(a)(5), and shall be sent only by any recognized overnight courier or personal delivery service.

3) Written comments submitted by email or fax will not be accepted.

d) Forwarding of Comments to HFSRB and to Applicant

HFSRB staff shall forward all timely written comments to HFSRB members and the applicant prior to the HFSRB meeting date.

e) Ex Parte Comments

Written comments that are received after the prescribed date shall be considered ex parte and shall not be forwarded to HFSRB or to the applicant.

f) Validity of Comments

1) Written comments filed with HFSRB or oral statements made under oath to HFSRB regarding any Board matter that are subsequently found to be false or inaccurate will serve as a basis for an HFSRB investigation.

2) HFSRB may require the person who made the false or inaccurate comments or statements to appear before the Board. HFSRB may censure that person. Further, HFSRB may determine that person to be ineligible to provide written comments or oral statements concerning any future Board considerations.

(Source: Amended at 40 Ill. Reg. 14647, effective October 14, 2016)