**Section 401.530 Annual Reports**

a) On the 45th day of an adoption agency's license anniversary date*, an agency providing adoption services shall file an annual report with the* Department's regional licensing office *and with the Illinois Attorney General on forms prescribed by the Department, consisting of the following:*

1) *A balance sheet and a statement of income and expenses for the year;*

2) *Non-identifying information concerning the* adoptive *placements made by the agency during the year, consisting of:*

A) *The number of adoptive families in the process of obtaining a foster family license;*

B) *The number of adoptive families that are licensed and awaiting placement;*

C) *The number of biological parents with which the agency is actively working;*

D) The number of children placed in adoptive homes; and

E) *The number of adoptions initiated during the year and the status of each matter at the end of the year;*

3) *Any instance during the year in which the agency lost the right to provide adoption services in any state or country, had its license suspended for cause, or was the subject of other sanctions by any court, governmental agency, or governmental regulatory body relating to the provision of adoption services;*

4) *Any actions related to licensure that were initiated against the agency during the year by a licensing or accrediting body;*

5) *Any pending investigations by federal or State authorities;*

6) *Any criminal charges, child abuse charges, malpractice complaints, or lawsuits against the agency or any of its employees, officers, or directors related to the provision of adoption services and the basis or disposition of the actions;*

7) *Any instance in the year where the agency was found guilty of,* liable for, *or pled guilty to, any criminal or civil or administrative violation under federal, State, or foreign law that relates to the provision of adoption services;*

8) *Any instance in the year where any employee, officer, or director of the agency was found guilty of any crime or was determined to have violated a civil law or administrative rule under federal, State, or foreign law relating to the provision of adoption services;*

9) *Any civil or administrative proceeding instituted by the agency during the year and relating to adoption services, excluding uncontested adoption proceedings and proceedings filed pursuant to Section 12a of the Adoption Act;* [225 ILCS 10/7.6]

10) Description of fees, wages, salaries and other compensations described in Section 401.565(a) of this Part.

b) *Failure to disclose information required under this Section may result in the suspension of the agency's license for a period of 90 days. Subsequent violations may result in revocation of the license.* [225 ILCS 10/7.6]

c) Each licensed child welfare agency providing adoption services that maintains a website shall provide the agency's annual reports on its website.

d) The child welfare agency's annual report for the preceding 2 years shall be made available by the Department to the public, upon request, and shall be included on the website of the Department.

e) *Information disclosed in accordance with this Section shall be subject to the applicable confidentiality requirements of the Child Care Act and the Adoption Act.* [225 ILCS 10/7.6]

(Source: Added at 30 Ill. Reg. 2699, effective February 27, 2006)