



### HHA Agency Manager Qualification Review Form

ALL AGENCIES EXCEPT HOME HEALTH  
**Attachment E-Agency Manager Qualification Review Form**

If the agency is applying for more than one type of agency, complete an additional Attachment E form for each manager.

Choose one: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

#### Agency Manager Information

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

Daytime Phone Number (include area code and extension) \_\_\_\_\_

**See Section 245.30 for the requirements for the agency manager.**

List applicable professional licenses, registrations and/or certifications currently held with the license number, date of expiration and state that issued the license, registration or certification. **ATTACH A COPY OF YOUR CURRENT ILLINOIS LICENSE IF APPLICABLE.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Previous Employer Name \_\_\_\_\_

Address of Previous Employer \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

Starting (month and year) \_\_\_\_\_ Ending (month and year) \_\_\_\_\_ Total Hours Worked Weekly \_\_\_\_\_

Duties \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



**HHA Agency Manager Qualification Review Form**

Have you ever been convicted of a criminal offense?  Yes  No

Are there any pending or administratively resolved issues concerning your professional license in Illinois or in another state?  
 Yes  No

If you answered "yes" to either or both of the above statements, please describe the criminal offense and/or the pending or administratively resolved licensure details in detail, including the state of administrative action (Section 245.130b)2). You may attach an additional sheet of paper if necessary for the explanation.

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I signify that the information contained in this form is true and correct to the best of my knowledge and belief. I realize that misrepresentation of this information at any time may be cause for denial of this application, or future revocation of a license.

\_\_\_\_\_  
Signature of Applicant (Original Signature)

\_\_\_\_\_  
Date

**ATTACH A COPY OF YOUR CURRENT ILLINOIS LICENSE, IF APPLICABLE**