**Section 405.7 Provisions Pertaining to Permits**

a) A permit shall not be issued prior to the following:

1) Completion of the application for license and submission to the Department;

2) Employment of an administrator who meets the standards set forth in Section 405.10 and who has passed the background check requirements of 89 Ill. Adm. Code 385, Background Checks and development of a projected staffing plan indicating the timetable by which qualified staff shall be hired;

3) Established procedures and forms for records and reports required by Sections 405.18, 405.19, and 405.20;

4) A written plan which indicates that requirements for a license shall be met within the permit period; and

5) Demonstration of financial capability through an annual projected budget showing anticipated operating expenses and income.

b) A permit shall not be issued retroactively.

c) The permit shall not be renewable.

d) The permit shall not be transferred or transmitted to another person or other legal entity.

e) The permit shall not be valid for a name or address different from the name or address shown on the issued permit.

f) A current permit shall be on display at the agency headquarters at all times while the agency is operating under a permit.

g) A license shall be issued anytime within the six months period covered by the permit provided the facility achieves and maintains compliance with the standards prescribed by this Part.

h) There shall be no fee or charge for the permit.

(Source: Amended at 21 Ill. Reg. 4513, effective April 1, 1997)