

APPLICATION DOCUMENTS  
FOR  
**RESIDENTIAL FACILITIES FOR GROUPS (AGC)**  
INITIAL/CHOW APPLICATION

DATE TO HCQC	DOCUMENT	REFERENCE
	<b>APPLICATION FORM</b> (must be NOTORIZED ORIGINAL)	NRS 449.040
	<b>APPLICATION ATTACHMENT TO SELECT LICENSE ENDORSEMENTS</b>	NAC 449.190
	<b>FEE OF \$2,386.00 + FEE PER BED OF \$200.00</b>	NAC 449.016
	<b>BUSINESS LICENSE ZONING APPROVAL</b>	NAC 449.011(4)(e) NRS 449.040(10)
	<b>CERTIFICATE OF INSURANCE</b>	NAC 449.204(2)
	<b>SURETY BOND</b> (must be ORIGINAL)	NRS 449.065
	<b>LEASE AGREEMENT</b> (if applicable)	NAC 449.011(4)(f)
	<b>PARTNERSHIP AGREEMENT</b> (if applicable)	NAC 49.011(4)(a)(4)
	<b>ARTICLES OF INCORPORATION</b> (for corporations only)	NAC 449.011(4)(g)
	<b>ARTICLES OF ORGANIZATION</b> (for LLC's only)	NAC 449.011(4)(g)
	<b>GOVERNING BODY BYLAWS</b> (for corporations only)	NAC 449.011(4)(g)
	<b>OPERATING AGREEMENT</b> (for LLC's only)	NAC 449.011(4)(g)
	<b>3 YEAR BUSINESS HISTORY</b> (if less than 3 year history, then resume(s) and 3 letters of reference for the applicant(s) including corporate officers)	NAC 449.011(3)
	<b>FINANCIAL STATUS INFORMATION or STATEMENT</b>	NAC 449.011(3)
	<b>ADMINISTRATOR LICENSE</b> (name of facility must be on license)	NRS 449.0355
	<b>3 LETTERS OF REFERENCE FOR ADMINISTRATOR</b>	NAC 449.011(3)
	<b>FORM INDICATING COMPLIANCE WITH NRS 449.176 TO NRS 449.188 FOR EMPLOYEES AND/OR INDEPENDENT CONTRACTORS</b>	NRS 449.176
	<b>CERTIFICATE OF COMPLIANCE FROM STATE FIRE MARSHAL</b>	NRS 449.150(1)
	<b>MEDICAL LABS ATTESTATION</b>	NRS 652.080
	<b>FLOOR PLAN WITH DIMENSIONS</b>	NRS 449.040(7)
	<b>PLAN REVIEW APPLICATION ON FILE</b> (for facilities w/11 or more beds)	NAC 449.179 (1)(a)
	<b>PERMIT FOR KITCHEN</b> (for 11 or more residents)	NAC 449.217(6)
	<b>BILL OF SALE</b> (for CHOW only)	NRS 449.040(7)
	<b>RENEWAL ATTESTATION</b>	
	<b>APPLICANT/ LICENSEE MUST SUBMIT FINGERPRINTS TO DEPARTMENT OF PUBLIC SAFETY AND SUBMIT A BACKGROUND CHECK REPORT (INCLUDING ALL CORPORATE OFFICERS)</b>	NRS 449.176
	<b>POLICIES AND PROCEEDURES MANUAL</b>	NRS 449.040 (7)
	<b>ELDER ABUSE, NEGLECT &amp; EXPLOITATION TRAINING</b>	SENATE BILL (SB) 129 - 2011
	<b>MANDATORY TRAINING/DESK REVIEW PRIOR TO SURVEY: YOU WILL BE CONTACTED FOR A MEETING</b>	