

JIM GIBBONS
Governor

MICHAEL J. WILLDEN
Director



RICHARD WHITLEY, MS
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State Health Officer

STATE OF NEVADA
DEPARTMENT OF HEALTH AND HUMAN SERVICES
HEALTH DIVISION
BUREAU OF LICENSURE AND CERTIFICATION

Health Facilities/Lab Services
1550 E. College Parkway
Suite 158
Carson City, Nevada 89706
(775) 687-4475
Fax: (775) 687-6588

Health Facilities/Lab Services
4220 S. Maryland Parkway
Suite 810, Building D
Las Vegas, Nevada 89119
(702) 486-6515
Fax: (702) 486-6520

Emergency Medical Services
4150 Technology Way
Suite 200
Carson City, Nevada 89706
(775) 687-7590
Fax: (775) 687-7595

Emergency Medical Services
1020 Ruby Vista Drive
Suite 103
Elko, Nevada 89801
(775) 753-1154
Fax: (775) 756-4112

Emergency Medical Services
P.O. Box 1227
Tonopah, Nevada 89049
(775) 482-3722
Fax: (775) 782-6975

February 5, 2008

Dear Applicant:

The regulations for an *Agency to Provide Personal Care Services in the Home*, (Nevada Revised Statutes 449.0021) were filed with the Secretary of State and became effective on January 30, 2008.

Congratulations to all the stakeholders who participated in the development of the draft regulations. LCB File Number 182-07, the final approved regulations, reflects your contribution towards meeting the legislative intent of Assembly Bill 377 passed during the 2005 Legislative Session and Assembly Bill 576 passed during the 2007 Legislative Session for licensing agencies that provide non-medical personal care services to elderly or disabled persons.

***You may now apply for a license for your
Agency to Provide Personal Care Services in the Home.***

We have enclosed the following information:

1) *The regulations* for an Agency to Provide Personal Care Services in the Home, please be sure that you read and understand your responsibilities as a licensee.

2) *Fact Sheet*

3) *Application packet* - please complete, sign and notarize the application

4) *Checklist of documents that you must provide with your application:*

Please include all of these documents when you submit your application. If your application is incomplete and there are items missing, we will send you a letter indicating what needs to be submitted however, this may delay the processing of your application.

All of these documents may also be downloaded from our website at:

www.health.nv.gov/blc

After you submit your complete application that is signed and notarized along with the initial licensing fee of \$1374 per agency license and we receive your state fire marshal approval, we will schedule an inspection survey of your agency by our bureau. We will schedule these surveys for all agencies in the order that we receive the complete application packet. Upon successful completion of your on-site survey, you will receive your license.

The Bureau of Licensure and Certification has two offices to serve you. Please submit your application and supporting documents to your designated office.

Southern Nevada	Northern Nevada including surrounding rural and frontier areas
Bureau of Licensure and Certification 4220 South Maryland Parkway Suite 810, Building D Las Vegas, NV 89119 (702) 486-6515	Bureau of Licensure and Certification 1550 East College Parkway Suite 158 Carson City, NV 89706 (775) 687-4475

If you were already in operation prior to January 30, 2008, you may continue to operate while your application is being processed.

We want to thank you in advance for submitting your application as soon as possible. If you have any questions please contact our offices at the telephone numbers listed above or visit our website at www.health.nv.gov/blc.

Sincerely,

Jennifer Dunaway, HFS IV