



## Nevada Ryan White Parts ABCD Common Guidance Document Order of Documents in Eligibility Packet

### **Required Document Order for Brand New Client**

- 1) Coversheet / Affidavit of Understanding
- 2) Application (CGD 15-53) or two-page Client Report from CAREWare (currently Part B only)
- 3) **Universal Registration Letter (CGD 15-58)**
- 4) Proof of Identification
- 5) Privacy Practice Acknowledgement (CGD 15-56)
- 6) Document Checklist (CGD 15-54)
- 7) Proof of Diagnosis
- 8) Current Labs (no older than 6 months due within 60 days)
- 9) Proof of Residency
- 10) Proof of Income Level
- 11) Proof of Household Size (CGD 16-03)
- 12) **Survey of Existing Insurance Coverage (CGD 16-10) & Insurance Cards / Explanation of Health Insurance Benefits Packet from insurance company or employer**
- 13) Other Documents (Grievance form, miscellaneous documents)
- 14) All Parts Consent for Release of Confidential Information (CGD 15-51)

### **Required Document Order for Annual Enrollment**

- 1) Coversheet / Affidavit of Understanding
- 2) Application (CGD 15-53) or two-page Client Report from CAREWare (currently Part B only)
- 3) **Universal Registration Letter (CGD 15-58)**
- 4) Privacy Practice Acknowledgement (CGD 15-56)
- 5) Document Checklist (CGD 15-54)
- 6) Current Labs (no older than 6 months due within 60 days)
- 7) Proof of Residency
- 8) Proof of Income Level
- 9) Proof of Household Size (CGD 16-03)
- 10) **Survey of Existing Insurance Coverage (CGD 16-10) & Insurance Cards / Explanation of Health Insurance Benefits Packet from insurance company or employer**
- 11) Other Documents (Grievance form, miscellaneous documents)
- 12) All Parts Consent for Release of Confidential Information (CGD 15-51)



**Nevada Ryan White Parts ABCD  
Common Guidance Document  
Order of Documents in Eligibility Packet**

**Required Document Order for Recertification with Changes**

- 1) Six Month Self-Attestation Form (CGD 15-46)
- 2) **Universal Registration Letter (CGD 15-58)**
- 3) Any Document(s) that correspond with a change
- 4) Labs if Receiving Outpatient Services through Ryan White

**Required Document Order for Recertification without Changes**

- 1) Six Month Self-Attestation Form (CGD 15-46)
- 2) **Universal Registration Letter (CGD 15-58)**
- 3) Labs if Receiving Outpatient Services through Ryan White