

APPLICATION DOCUMENTS CHECKLIST FOR LICENSE RENEWAL YEAR 2019



DOCUMENT	REFERENCE
NV business ID (all) verify standing with Secretary of State/Silverflume	NAC 449.011
Surety Bond (AGC, HHA, HIC, ICF, LSK, PCA, PCS, PCO, SNF) (call Kali Moriarty in the Carson City office for surety bond questions)	NRS 449.0302
Liability Insurance (ADA, ADC, AGC, BPR, CTC, HHA, HBR, HOS, ICF, IMR, ISO, MDX, PCA, PCS, PCO, RUH, SNF)	NAC 449.204 NAC 449.15335 NRS 449.0302
Accreditation HOS, RUH, HHA, HPC ASC, OPF, PRTF – accreditation required within 6 months of licensure	NAC 449.9745 NAC 449.999424
Fee – per schedule	NAC 449.016 NAC 449.013
Bed Count & Staffing Plan (Hospitals only)	NRS 449.242 NRS 449.2421
Proof of Elder Abuse, Neglect & Exploitation training (AGC, ADC, SNF, PCS, PCO, ISO, HIC)	NRS 449.093

- Check for outstanding fees due before renewing – all fees due must be paid before licensure can be renewed/renewal application is processed.
- The facility types listed below are eligible to apply for installment agreements. If approved, license payments must be made in two installments, due Nov. 1 and April 15. For installment payment agreement information, contact Michelle Smothers at msmothers@health.nv.gov.
 - AGC
 - HIC
 - HWH
 - TLF

ADA = alcohol/drug abuse treatment facility

ADC = adult day care

AGC = residential facility for groups

BPR = business that provides referrals to residential facilities for groups

CTC = community triage center

HBR = agency to provide nursing in the home-branch office

HHA = agency to provide nursing in the home

HIC = home for individual residential care

HOS = hospital

HWH = halfway house for released offenders

ICF = intermediate care facility

IMR = facility for intermediate care for persons with intellectual disabilities

ISO = intermediary service organization

LSK = facility for refractive surgery

MDX = center for medical detoxification

OPF = outpatient facility

PCA & PCS = personal care agency

PCO = personal care agency certified as an intermediary service organization

PRTF = psychiatric residential treatment facility

RUH = rural hospital

SNF = skilled nursing facility

