



APPLICATION DOCUMENTS FOR
**Community Based Living Arrangement - Organization
 (CBLA Org)**

INITIAL/CHOW APPLICATION

Org Name: _____

Type: Corp Assoc LLC Partnership

Facility Address: _____

Beds: _____

Credential #: _____

Applicant(s): _____

DATE RECEIVED	DOCUMENT	REFERENCE
	Application for Provisional Certificate to become a CBLA Provider	NAC 433.330
	Copy of Nevada State Business License # Exp:	NAC 433.330(2)(a)
	Copy of current business license from county, city or town in which business is located (or written verification of exception from requirement to obtain local business license) Jurisdiction: Exp:	NAC 433.330(2)(a)
	Federal Tax Identification Number of Organization #	NAC 433.330(2)(b)
	Articles of Incorporation or Bylaws (corporations only)	NAC 433.330(2)(c)
	Articles of Association	NAC 433.330(2)(c)
	Articles of Organization (LLC's only)	NAC 433.330(2)(c)
	Organization's Constitution	NAC 433.330(2)(c)
	Partnership Agreement (if applicable)	NAC 433.330(2)(c)
	List of Members of Governing Body of Applicant	NAC 433.330(2)(d)
	Name, title and principal business address of each officer and member of its governing body	NAC 433.330(2)(e)(1)
	The signature of the chief executive officer or an authorized representative	NAC 433.330(2)(e)(2)
	For each member of the governing body: 3 or more letters of professional reference	NAC 433.330(2)(f)(1)
	Provide proof of fingerprinting completion	NAC 433.330(2)(f)(2)
	Complete State Background check	NAC 433.330(2)(f)(2)
	Complete Federal Background check	NAC 433.330(2)(f)(2)
	Proof of sufficient working capital to provide services for at least 3 months without compensation	NAC 433.330(2)(g)
	Copies of Policies and Procedures relating to the provision of services	NAC 433.330(2)(h)
	Schedule Applicant interview Date: _____	NAC 443.336(1)
	Complete a Division approved administration of medication program	NAC 433.336(1)
	Community Based Living Arrangement (CBLA) Services Mandatory Training	NAC 433.336(2)
	Proof of Completion of 16 hours of training concerning the provision of services provided by the Division of Public and Behavioral Health	NAC 433.336(2)
	Issue Provisional Certificate Date: _____	NAC 433.336(3)

When submitting your application packet you MUST turn in all of the documents on this checklist, with the exception of Certificate of Compliance from State Fire Marshall & background check reports, or your application packet will be considered incomplete and returned to you.



APPLICATION DOCUMENTS FOR
**Community Based Living Arrangement - Person
 (CBLA Person)**

INITIAL/CHOW APPLICATION

Applicant Name: _____

DBA: _____

Facility Address: _____

Beds: _____

Credential #: _____

DATE RECEIVED	DOCUMENT	REFERENCE
	3 or more letters of professional reference for applicant	NAC 433.330(1)(a)
	Certification, signed by applicant, they will maintain confidentiality	NAC 433.330(1)(b)
	Proof of successful completion of CPR course from American Red Cross or American Heart Association	NAC 433.330(1)(c)
	Proof of Current Standard First Aid Certification	NAC 433.330(1)(d)
	Provide proof of fingerprinting completion	NAC 433.330(1)(e)
	Complete a State Background check	NAC 433.330(1)(e)
	Complete a Federal Background check	NAC 433.330(1)(e)
	Copy of Social Security Card	NAC 433.330(1)(f)
	Proof of sufficient working capital to provide services for at least 3 months without compensation	NAC 433.330(1)(g)
	Copy of Nevada State Business License # Exp:	NAC 433.330(1)(h)
	Copy of current business license from county, city or town in which business is located (or written verification of exception from requirement to obtain local business license) Jurisdiction: Exp:	NAC 433.330(1)(h)
	Schedule Applicant Interview Date:	NAC 443.336(1)
	Complete a Division approved administration of medication program	NAC 433.336(1)
	Community Based Living Arrangement (CBLA) Services Mandatory Training	NAC 433.336(2)
	Proof of Completion of 16 hours of training concerning the provision of services provided by the Division of Public and Behavioral Health	NAC 433.336(2)
	Issue Provisional Certificate Date:	NAC 433.336(3)

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