

**PROPOSED REGULATION OF THE
STATE BOARD OF HEALTH**

LCB FILE NO. R057-201

**The following document is the initial draft regulation proposed
by the agency submitted on 05/08/2020**

**COMMUNITY-BASED LIVING ARRANGEMENT SERVICES
PROPOSED REGULATIONS OF THE STATE BOARD OF HEALTH**

EXPLANATION

Black regular font = Existing language in chapter NAC 433

Blue bold italic = Proposed language found in LCB File No. R134-18

~~[Red brackets with strikethrough]~~ = Proposed omitted material LCB File No. R134-18

= Proposed omitted NAC 433

Green italic = New regulations from AB252

Orange Italic = Additions to NAC R134-18

Light Blue italic = New proposed additions to NAC 433

AUTHORITY: NRS 449.0302

Section 1. *Chapter 449 of NAC is hereby amended by adding thereto the provisions set forth in sections 2 to 15.*

Sec 2. *As used in this chapter, unless the context otherwise requires, the words and terms defined in sections 3 to 15, inclusive, of this regulation have the meanings ascribed to them in those sections.*

Sec. 3. *“CBLA Facility” means a home operated by a provider in which services are provided.*

Sec. 4. *“Resident” means a person who receives services either at a CBLA facility operated by the provider or a person who receives CBLA services in their own home by a CBLA service only provider.*

(a) “Electronic signature” means a user-name attached to or logically associated with a record and executed or adopted by a person with the intent to sign an electronic application or other document.

(b) “Signature” includes, without limitation, an electronic signature.

Sec. 5. *Each employee or independent contractor of a provider who provides services must:*

1. Be currently certified in standard first aid through a course from the American Red Cross or American Heart Association or their successor organizations or, if the applicant submits proof that the course meets or exceeds the requirements of the American Red Cross or the American Heart Association or their successor organizations, an equivalent course in standard first aid; and

2. Have successfully completed a course in cardiopulmonary resuscitation according to the guidelines of the American Red Cross or American Heart Association or their successor organizations.

3. Except a licensed or certified person pursuant to Title 54 of NRS; each natural person responsible for the operation of a provider of community-based living arrangement services and employee of community-based living arrangement services who supervises or provides support to recipients of community-based living arrangement services must complete 16 hours of training, approved by the division, concerning the provision of community-based living arrangement services to persons with mental illness within 30 days of hire or before providing services.

(a) Each natural person responsible for the operation of a provider of community based living arrangement services and employee on an annual basis must complete 8 hours of continuing education on training approved by the division.

4. If a caregiver assists a resident of a Community Based Living Arrangement home or service only residential facility in the administration of any medication, including, without limitation, an over-the-counter medication or dietary supplement, the caregiver must:

(a) Before assisting a resident in the administration of a medication, receive the training required pursuant to paragraph (e) of subsection 6 of NRS 449.0302, which must include at least 16 hours of training in the management of medication consisting of not less than 12 hours of classroom training and not less than 4 hours of practical training, and obtain a certificate acknowledging the completion of such training;

(b) Receive annually at least 8 hours of training in the management of medication and provide the residential facility with satisfactory evidence of the content of the training and his or her attendance at the training;

(c) Annually pass an examination relating to the management of medication approved by the Bureau.

5. An applicant for a Community Based Living Arrangement License must post a surety bond amount equal to 2 months operating expenses of the applicant. Place that amount in escrow or take another action prescribed by the Division to ensure that if the applicant becomes insolvent, recipients of community-based living arrangement services may continue to receive services for 2 months at the expense of the applicant.

Sec. 6. 1. A CBLA facility must be owned or leased by the provider who operates the facility.

2. A provider who operates a CBLA facility shall ensure that the facility:

(a) Has not more than 6 residents; and

(b) Remains in compliance with all applicable state and local building codes, zoning requirements and business licensing requirements.

Sec. 7. 1. A provider, who operates a CBLA facility, shall not authorize a resident to share a room in a facility with more than one other resident. A bedroom that is occupied by:

(a) One resident must have at least 80 square feet of floor space.

(b) Two residents must have at least 120 square feet of floor space.

2. A provider who operates a CBLA facility shall provide for each resident a separate bed that is at least 36 inches wide and has a comfortable and clean mattress, at least two sets of clean sheets, at least one blanket, at least one pillow and at least one bedspread.

3. A provider who operates a CBLA facility shall not:

(a) Use a bedroom for any other purpose; or

(b) Use any of the following as a bedroom for a resident:

(1) A hallway, stairway, unfinished attic, garage, storage area, shed or similar area; or

(2) A room that can only be reached by passing through a bedroom occupied by another resident.

Sec. 8. 1. A provider who operates a CBLA facility shall:

- (a) *Furnish each common area with comfortable furniture.*
 - (b) *Provide a dining area with a sufficient number of tables and chairs to provide seating for the number of residents for which the facility is [] license. The tables and chairs must be sturdy, of proper height for dining and have surfaces that are easily cleaned.*
 - (c) *Provide a kitchen that allows for the sanitary preparation of food and is furnished with equipment that is clean and in good working condition.*
 - (d) *Ensure that all perishable food is refrigerated at a temperature of 41 degrees Fahrenheit or less, all frozen food is kept at a temperature of 0 degrees Fahrenheit or less and all stored foods have not expired.*
 - (e) *Ensure that food is not stored for longer than the length of time recommended by the United States Department of Health and Human Services in "Storage Times for the Refrigerator and Freezer," which is hereby adopted by reference. This chart may be obtained:*
 - (1) *From the United States Department of Health and Human Services for free at 200 Independence Avenue, S.W., Washington, D.C. 20201, and at the Internet address <https://www.foodsafety.gov/keep/charts/storagetimes.html>; or*
 - (2) *Under the circumstances described in subsection 4, on an Internet website maintained by the Division.*
- 2. Except as otherwise provided in this section, the most current version of the guidelines adopted by reference pursuant to paragraph (e) of subsection 1 which is published will be deemed to be adopted by reference.*
- 3. If the Division determines that an update of or revision to the guidelines adopted by reference pursuant to paragraph (e) of subsection 1 are not appropriate for use in the State of Nevada, the Division shall present this determination to the State Board of Health and the State Board of Health will not adopt the update or revision, as applicable.*
- 4. If the guidelines adopted by reference pursuant to paragraph (e) of subsection 1 cease to exist, the last version of the guidelines that was published shall be deemed to be the current version.*

Sec. 9. *A provider who operates a CBLA facility shall ensure that:*

- 1. The facility has a safe and sufficient supply of water, adequate drainage and an adequate system for the disposal of sewage.*
- 2. Each faucet for a sink, tub, shower or other similar fixture is operable with hot and cold running water.*
- 3. Each toilet is operational.*
- 4. Each container used to store garbage outside of the facility is kept reasonably clean and covered to prevent rodents from entering the container.*
- 5. Each container used to store garbage in the kitchen is covered with a lid or kept in an enclosed cupboard that is clean and prevents infestation by rodents and insects.*
- 6. The premises of the facility are free of:*
 - (a) Offensive odors, insects, rodents and accumulation of dirt, garbage or other refuse; and*
 - (b) Hazards, including, without limitation, obstacles that impede the free movement of residents inside and outside of the facility.*
- 7. Each window in the facility that is capable of being opened and each door that is left open to provide ventilation is screened to prevent insects from entering the facility.*
- 8. The facility has sufficient electrical lighting to ensure the comfort and safety of residents.*
- 9. The temperature of the facility does not exceed 82 degrees Fahrenheit or drop below 68 degrees Fahrenheit.*
- 10. The facility remains in compliance with all applicable federal, state and local laws, regulations and ordinances concerning sanitation, safety and accessibility for persons with disabilities.*

Sec. 10. *A provider who operates a CBLA facility shall ensure that:*

- 1. Portable multipurpose class ABC fire extinguishers are installed throughout the facility at the direction of the governmental entity that has jurisdiction over fire safety at the facility.*
- 2. Each portable fire extinguisher available at a facility is inspected, recharged and tagged at least once each year by a person certified by the State Fire Marshal to conduct such inspections.*
- 3. Each exit is maintained free of obstructions.*
- 4. Smoke detectors are installed at the facility at the direction of the governmental entity that has jurisdiction over fire safety at the facility and maintained operational.*
- 5. Smoking does not occur in the facility.*
- 6. An extinguishing receptacle approved by the governmental entity that has jurisdiction over fire safety at the facility is placed in each area on the premises of the facility where smoking is allowed.*
- 7. A five day supply of emergency water and food as part of their disaster preparedness.*

Sec. 11. *1. A provider who operates a CBLA facility:*

(a) Shall maintain a policy concerning visitation by family, friends or acquaintances of residents and employees who enter the facility.

(b) Shall not allow a minor child of the provider or an employee of the provider to be present at the facility when services are provided.

2. A child of a resident may visit the resident in accordance with the policy maintained pursuant to subsection 1 and the individualized plan prepared pursuant to NAC 433.360 for the resident.

Sec. 12. *NAC 449.013 & NAC 449.016 is hereby amended to read as follows:*

An Applicant for a license to operate a CBLA facility or CBLA services only, must pay to the Division the following nonrefundable fees:

Pay \$100 for initial license application fee and \$50 renewal every year after.

Sec. 13. NAC 433.306 is hereby amended to read as follows:

“Community-based living arrangement services” or “services” has the meaning ascribed to it in [NRS 433.605](#) [NRS 449.0026](#).

Sec. 14. NAC 433.339 is hereby amended to read as follows:

1. Each of the following constitutes a ground for denial of ~~an application for~~ *a License issued pursuant to NRS 449.99863:*

~~(a) Failure by the applicant to submit a complete application for a provisional certificate within the time required by NAC 433.333.~~

(b) Inability of the applicant to provide proper care for the number and types of intended recipients of services.

(c) Misrepresentation or failure by the applicant to disclose any material fact in *an* application submitted to the Division or in any financial record or other document requested by the Division.

(d) Conviction of the applicant, an officer or employee of the applicant, *an independent contractor of the applicant who oversees the provision of services or an adult who will be present during the provision of services* of a crime relevant to any aspect of the provision of services, including, without limitation:

- (1) Murder, voluntary manslaughter or mayhem;
- (2) Assault or battery with intent to kill or to commit sexual assault or mayhem;

- (3) Sexual assault, statutory sexual seduction, incest or lewdness or indecent exposure that is punished as a felony, or any other sexually related felony;
 - (4) A felony involving domestic violence;
 - (5) A misdemeanor involving domestic violence, within the immediately preceding 7 years;
 - (6) A misdemeanor involving assault or battery, within the immediately preceding 7 years;
 - (7) Abuse or neglect of a child or contributory delinquency;
 - (8) A violation of any federal or state law regulating the possession, distribution or use of any controlled substance or any dangerous drug as defined in [chapter 454](#) of NRS, within the immediately preceding 7 years;
 - (9) Abuse, neglect, exploitation, isolation or abandonment of an older person or vulnerable person, including, without limitation, a violation of any provision of [NRS 200.5091](#) to [200.50995](#), inclusive, or a law of any other jurisdiction that prohibits the same or similar conduct;
 - (10) A violation of any law relating to the State Plan for Medicaid or a law of any other jurisdiction that prohibits the same or similar conduct, within the immediately preceding 7 years;
 - (11) A violation of any provision of [NRS 422.450](#) to [422.590](#), inclusive;
 - (12) A criminal offense under the laws governing Medicaid or Medicare, within the immediately preceding 7 years;
 - (13) Any offense involving fraud, theft, embezzlement, burglary, robbery, fraudulent conversion or misappropriation of property, within the immediately preceding 7 years;
 - (14) Any felony involving the use or threatened use of force or violence against the victim or the use of a firearm or other deadly weapon; or
 - (15) An attempt or conspiracy to commit any of the offenses listed in this paragraph, within the immediately preceding 7 years.
- (e) Exclusion of the applicant, an officer or employee of the applicant or an independent contractor of the applicant who oversees the provision of services from participation in Medicare, Medicaid or any other federal health care program pursuant to federal law.
- (f) The existence of any major deficiency in the proposed services to be provided by the applicant which would preclude compliance with [\[\] any provision of this chapter or chapter 433 of NRS](#).
- ~~—2. If an application is denied, the Division shall give the applicant a written notice of the denial in the manner provided by [NAC 439.345](#).~~
- (Added to NAC by Bd. of Health by R090-16, 6-21-2017, eff. 7-1-2017)

Section 15

- 1. Any owner or employee that has a current medication management training certificate that provides assistance to residents in the administration of medications shall maintain:*
 - (a) A log for each medication received by the facility for use by a resident of the facility. The log must include:*
 - (1) The type and quantity of medication received by the facility;*
 - (2) The date of its delivery;*
 - (3) The name of the person who accepted the delivery;*
 - (4) The name of the resident for whom the medication is prescribed; and*
 - (5) The date on which any unused medication is removed from the facility or destroyed.*
 - (b) A record of the medication administered to each resident. The record must include:*
 - (1) The type of medication administered;*
 - (2) The date and time that the medication was administered;*
 - (3) The date and time that a resident refuses, or otherwise misses, an administration of medication; and*
 - (4) Instructions for administering the medication to the resident that reflect each current order or prescription of the resident's physician.*

(5) An over-the-counter medication or a dietary supplement may be given to a resident only if the resident's physician has approved the administration of the medication or supplement in writing or the facility is ordered to do so by another physician. The over-the-counter medication or dietary supplement must be administered in accordance with the written instructions of the physician. The administration of over-the-counter medications and dietary supplements must be included in the record required pursuant to Sec 15.

Section 16

“Service Only Provider” means a CBLA provider who does not operate a facility but only provides services at the resident’s own home.

Operation of Provider

NAC 433.348 Duties of provider. ([NRS 433.324](#), [433.609](#)) A provider shall:

1. Comply with any state or federal statute or regulation as required for the Division to receive state or federal money for the provision of services, including, without limitation, any standard of care set forth in:

(a) The State Plan for Medicaid; and

(b) The Medicaid Services Manual established by the Division of Health Care Financing and Policy of the Department of Health and Human Services.

2. Comply with all applicable state or federal requirements concerning fiscal management, reporting and employment.

3. Comply with the individualized plan prepared pursuant to [NAC 433.360](#) for each person who receives services.

4. Assure the health and welfare of persons receiving services. Any assessment by the Division of a provider's compliance with the requirements of this subsection must be based upon the self-reporting of persons receiving services from the provider, the observations of members of the staff of the Division and any other information available to the Division.

5. Establish internal procedures for quality assurance.

6. Promptly report to the Division any change in the officers or ownership of the provider.

7. Cooperate with any investigation by the Division.

8. Monitor the living environment of persons receiving services from the provider and establish policies to immediately assist such persons who are living in unsafe or unhealthy environmental conditions to correct those conditions or in finding alternative residences.

9. Develop and implement policies concerning the hiring of persons who will provide services.

10. Maintain a personnel file for each employee or independent contractor who provides services. The personnel file must contain, without limitation:

(a) Information concerning the job duties, essential functions, physical capabilities and language proficiency of the employee or contractor; and

(b) Proof that the employee or independent contractor is in compliance with the requirements of section 5 of this regulation, if applicable.

11. Ensure that each employee or independent contractor who provides services is capable of:

*(a) Carrying out the responsibilities established in the individualized plan established pursuant to NAC 433.360 for each person to whom the employee or independent contractor provides services and properly qualified by training and experience to do so; and
(b) Communicating effectively with each person to whom the employee or independent contractor provides services.*

12. Comply with the policies adopted by the Commission on Behavioral Health pursuant to subsection 1 of NRS 433.314.

(Added to NAC by Bd. of Health by R090-16, 6-21-2017, eff. 7-1-2017)

NAC 433.351 Policies and procedures of governmental or organizational provider. ([NRS 433.324](#), [433.609](#)) If a provider is a governmental entity or an organization, it shall, in conformance with *the provisions of this chapter and chapter 449 of NRS*, establish policies and procedures for the provision of services and the welfare of the persons it serves.

(Added to NAC by Bd. of Health by R090-16, 6-21-2017, eff. 7-1-2017)

NAC 433.363 Contract for provision of services. ([NRS 433.324](#), [433.609](#)) A provider shall enter into a written contract for the provision of services with each person who will receive services or his or her parent or guardian, if applicable, *and if the person is being served by the Division or another entity* for which the provider is providing services, the Division [] or other entity. the Division. The contract must prescribe the services that will be provided to the person and the payment that the provider will receive for those services.

(Added to NAC by Bd. of Health by R090-16, 6-21-2017, eff. 7-1-2017)

NAC 433.369 Record regarding recipient of services: Contents and availability for review. ([NRS 433.324](#), [433.609](#)) A provider shall keep a separate record regarding each person for whom services are provided. Each such record must include the information needed for providing services, to substantiate billing and for the planning and periodic reevaluation of the needs of the person who is receiving services. The record must be :

1. Kept in a secure location, which, if the provider operates a CBLA facility, must be on the premises of the facility; and

2. Made available for review by the person who is receiving services or his or her guardian, if applicable, and the Division.

(Added to NAC by Bd. of Health by R090-16, 6-21-2017, eff. 7-1-2017)

NAC 433.375 Rights of recipient of services. ([NRS 433.324](#), [433.609](#))

1. Any person who receives services has the same rights that are afforded to a consumer by [chapter 433](#) of NRS and any regulations adopted pursuant thereto.

2. A person has the right to file a complaint with the Division against a provider[*in the form prescribed by the Division.*

(Added to NAC by Bd. of Health by R090-16, 6-21-2017, eff. 7-1-2017)

Quality Assurance Reviews and Discipline

NAC 433.378 is hereby amended as follows:

NAC 433.378 Quality assurance review. ([NRS 433.324](#), [433.609](#), [433.613](#))

1. The Division:

(a)] May conduct a quality assurance review at any time during the *licensure* of a provider ; *and
(b) Shall conduct an [] inspection of each provider that operates a CBLA facility or CBLA service only provider,*

at least once each year during the [] licensure of the provider. [] An inspection conducted pursuant to this paragraph must include, without limitation, an inspection of the CBLA facility or CBLA services only .

2. In conducting *an inspection* , the Division may:

(a) Obtain any information or otherwise review any aspect of the provider's system of delivery of services, including, without limitation, any:

(1) Policies and procedures of the provider;

(2) Personnel or clinical records maintained by the provider;

(3) Documentation regarding any administrative or personnel matter directly related to the health and welfare of any person who is receiving services;

(4) Financial information concerning the provider or any person receiving services; and

(5) Information concerning the quality of care provided to any person receiving services;

(b) Interview or otherwise solicit information from any person receiving services, any employee or independent contractor of any provider or any other agency with knowledge of any person receiving services, and any member of the family or any guardian, friend or advocate of any person receiving services;

(c) Observe the services provided to any person receiving services[]; *and*

(d) Inspect any facility or other premises operated by the provider to determine compliance with the provisions of this chapter and chapter 449 of NRS.

3. After completing *an inspection*, the Division shall make available to the provider a report that describes each violation. The provider shall correct any violation described in the report.

(Added to NAC by Bd. of Health by R090-16, 6-21-2017, eff. 7-1-2017)

NAC 433.381 is hereby amended as follows:

NAC 433.381 Authorized actions of Division upon determination of deficiencies; grounds for sanctions; authorized sanctions. ([NRS 433.324](#), [433.609](#), [433.613](#))

1. If the Division determines pursuant to a quality assurance review that there are any deficiencies in the provision of services by a provider related to the health or welfare of a person receiving such services, the Division may:

(a) Deny, suspend or revoke the [license](#) of the provider;

(b) Require the provider to prepare and submit to the Division a written plan of correction, which must be approved by the Division; or

(c) Require changes concerning the provision of services by the provider before the Division issues, renews or reinstates a [license](#).

2. *If the Division requires a provider to prepare and submit to the Division a written plan of correction, the provider shall do so not later than 10 days after the report of violations is made available to the provider pursuant to subsection 3 of NAC 433.378. Failure to do so constitutes a separate violation for which the Division may deny, suspend or revoke the [] license of the provider or impose any sanction listed in subsection*

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3. If the Division determines that a written plan of correction is unacceptable, the Division may:

(a) Require the provider to resubmit the written plan of correction; or

(b) Develop a mandatory directed plan of correction for the provider.

4. The Division may impose any sanction described in [NAC 449.9982 to NAC 449.99939](#) and subsection [\[\] 5 of this section](#) upon a provider for:

(a) Any aspect of the provision of services by the provider which poses a probable risk of harm to the health or welfare of a person receiving services;

(b) Any refusal by the provider to participate in any aspect of *an inspection* ; or

(c) The failure or refusal of the provider to implement or maintain any action required by the Division to correct a deficiency identified during *an inspection* [], *including, without limitation, failure to submit a timely plan of correction, if required.* 5. As a sanction imposed pursuant to subsection 2[] *or 4* the Division may, without limitation:

- (a) Require the provider to:
 - (1) Participate in training concerning the provision of services;
 - (2) Comply with additional measures of accountability concerning the provision of services;
 - (3) Comply with additional measures of review by the Division; or
 - (4) Comply with additional performance requirements concerning the provision of services;
 - (b) Terminate or amend any contract that the Division has with the provider; or
 - (c) Suspend or reduce any payment otherwise owed by the Division to the provider.
- (Added to NAC by Bd. of Health by R090-16, 6-21-2017, eff. 7-1-2017)

NAC 433.384 is hereby amended as follows:

NAC 433.384 Grounds for revocation of *license*. ([NRS 433.324](#), [433.609](#)) Each of the following acts and omissions is a ground for revocation of a *license* :

1. Any misrepresentation of or failure to disclose any material fact in the application for the *license* or in any financial record or other document requested by the Division.
2. A lack of personnel in sufficient numbers or qualifications to provide proper care and support for the persons receiving services.
3. Conviction of the provider [] any employee or independent contractor of the provider *or any adult present during the provision of services* of a crime.
4. Any deficiency of the provider relating to the provision of services that poses an imminent or probable risk of harm to the health or welfare of any person receiving services.
5. Any violation of any requirement set forth in *this chapter or chapter 449 of NRS*.
6. Any accumulation or pattern of minor violations of the provisions of [] *this chapter or chapter 433 of NRS*, if the violations taken as a whole endanger the health or welfare of any person who is receiving services.
7. Any fraudulent activity by the provider or an employee or independent contractor of the provider, including, without limitation, any fraudulent billing, falsification of records or misuse or misappropriation of the property of a person who is receiving services.
8. Failure to comply with any obligation set forth in the contract entered into pursuant to [NAC 433.363](#).
9. Any refusal to participate in any aspect of *an inspection* or any other review or investigation by the Division.
10. The failure or refusal of the provider to implement or maintain any action required by the Division to correct a deficiency identified during *an inspection* or any other review or investigation by the Division.
11. Abuse, neglect, exploitation or coercion of a person who is receiving services.
12. Harassing, coercive, intimidating, insulting, abusive or disruptive language or behavior directed at an employee of the Division, an employee or independent contractor of the provider, another provider or a person or entity providing services other than community-based living arrangement services, a person who is receiving services or a family member or guardian of such a person.
13. Exclusion of the provider, an officer or employee of the provider or an independent contractor of the provider who oversees the provision of services from participation in Medicare, Medicaid or any other federal health care program pursuant to federal law.

(Added to NAC by Bd. of Health by R090-16, 6-21-2017, eff. 7-1-2017)

NAC 433.393 is hereby amended as follows:

NAC 433.393 Appeal. ([NRS 433.324](#), [433.609](#))

1. If a provider is aggrieved by any sanction imposed pursuant to [NAC 433.381](#) or any decision concerning the denial, suspension or revocation of a *license*, the provider may submit a request for an appeal to the Administrator of the Division pursuant to the procedures set forth in [NAC 439.300](#) to [439.395](#), inclusive.

2. Except in the case of an immediate termination of the provision of services pursuant to [NAC 433.390](#), the effective date of a revocation is stayed upon receipt of a request for appeal until the hearing officer renders a decision regarding the appeal.

(Added to NAC by Bd. of Health by R090-16, 6-21-2017, eff. 7-1-20)

OMITTED REGULATIONS

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~~**NAC 433.330—Contents of application for provisional certificate. (NRS 433.324, 433.607, 433.609)**~~
~~An application for a provisional certificate must be submitted to the Division on a form furnished by the Division and must include:~~

- ~~—1. For an applicant who is a natural person:~~
- ~~—(a) Three or more letters of professional reference;~~
- ~~—(b) A certification, signed by the applicant, that the applicant will maintain the confidentiality of information relating to any person who receives services;~~
- ~~—(c) Proof that the applicant has successfully completed a course in cardiopulmonary resuscitation according to the guidelines of the American Red Cross or American Heart Association;~~
- ~~—(d) Proof that the applicant is currently certified in standard first aid through a course from the American Red Cross or American Heart Association or, if the applicant submits proof that the course meets or exceeds the requirements of the American Red Cross or the American Heart Association, an equivalent course in standard first aid;~~
- ~~—(e) Written verification, on a form prescribed by the Division, that the fingerprints of the applicant were taken and forwarded electronically or by another means directly to the Central Repository for Nevada Records of Criminal History and that the applicant has given written permission to the law enforcement agency or other authorized entity taking the fingerprints to submit the fingerprints to the Central Repository for submission to the Federal Bureau of Investigation and to such other law enforcement agencies as the Division deems necessary for reports on the applicant's background to the Division and the applicant;~~
- ~~—(f) A copy of the social security card of the applicant;~~
- ~~—(g) Proof that the applicant has sufficient working capital to provide services for at least 3 months without compensation;~~
- ~~—(h) If applicable, a copy of the applicant's state business license and a copy of the current business license issued for the applicant's business by the county, city or town in which the applicant's business is located or written verification that the applicant is exempt from any requirement to obtain a business license; and~~
- ~~—(i) Any other information required by the Division.~~
- ~~—2. For an applicant other than a natural person:~~
- ~~—(a) If applicable, a copy of the state business license of the organization and a copy of the current business license issued for the applicant's business by the county, city or town in which the applicant's business is located or written verification that the applicant is exempt from any requirement to obtain a business license;~~
- ~~—(b) The federal tax identification number of the organization;~~

- ~~—(c) A copy of the bylaws, articles of incorporation, articles of association, articles of organization, partnership agreement, constitution and any other substantially equivalent documents of the applicant, and any amendments thereto;~~
- ~~—(d) A list of the members of the governing body of the applicant;~~
- ~~—(e) If the applicant is an association or a corporation:~~
 - ~~—(1) The name, title and principal business address of each officer and member of its governing body;~~
 - ~~—(2) The signature of the chief executive officer or an authorized representative; and~~
 - ~~—(3) If the applicant is a corporation, the name and address of each person holding more than 10 percent of its stock;~~
- ~~—(f) For each member of the governing body:~~
 - ~~—(1) Three or more letters of professional reference; and~~
 - ~~—(2) Written verification, on a form prescribed by the Division, that the fingerprints of the member of the governing body were taken and forwarded electronically or by another means directly to the Central Repository for Nevada Records of Criminal History and that the member of the governing body has given written permission to the law enforcement agency or other authorized entity taking the fingerprints to submit the fingerprints to the Central Repository for submission to the Federal Bureau of Investigation and to such other law enforcement agencies as the Division deems necessary for reports on the member's background to the Division and the applicant;~~
- ~~—(g) Proof that the applicant has sufficient working capital to provide services for at least 3 months without compensation;~~
- ~~—(h) Copies of any policies and procedures of the applicant relating to the provision of services; and~~
- ~~—(i) Such other information as may be required by the Division.~~
- ~~—(Added to NAC by Bd. of Health by R090-16, 6-21-2017, eff. 7-1-2017)~~

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