



COMMUNITY BASED CARE PROGRAM APPLICATION

IF YOU NEED HELP COMPLETING ANY PART OF THIS FORM, LET US KNOW.

COMMUNITY BASED CARE (CBC) PROGRAMS YOU MAY APPLY FOR:

COPE - Community Service Options Program for the Elderly

COPE provides services to seniors to help them maintain independence in their own homes as an alternative to a long-term care facility. COPE services include the following non-medical services: Case Management, Homemaker, Social Adult Day Care, Adult Companion, Attendant Care, Personal Emergency Response System, Chore and Respite.

ELIGIBILITY - Must be 65 years or older and be at risk of long-term care facility placement within 30 days without services to keep them in their home and community. Priority given to those meeting criteria of Nevada Revised Statute (NRS) 426 – unable to bathe, toilet and feed self without assistance.

PAS - Personal Assistance Services

PAS provides community-based, in home services to enable adult persons with severe physical disabilities to remain in their own homes and avoid placement in a long-term care facility. PAS services include authorizations for Personal Care Services assisting an individual with daily tasks such as bathing, dressing, grooming, toileting, transferring/ambulating, eating, housekeeping, shopping, laundry, and meal preparation. PAS recipients may share in the cost of their services, based upon a sliding scale formula.

ELIGIBILITY -- Applicants must be age 18 or over and have a severe physical disability as determined by a licensed medical professional outlined in NAC 427A. Note: PAS Services are for those that do not meet the financial criteria for Nevada Medicaid or are waiting for the Home and Community Based Services Waiver for the Frail Elderly (HCBS FE) or Home and Community Based Services Waiver for Persons with Physical Disabilities (HCBS PD). Per Nevada Administrative Code (NAC) 427A in order for an application to be considered complete, it must be submitted with a written statement from a licensed physician, physician assistant or registered nurse certifying the applicant's need for essential personal care. The applicant may submit a written statement, or, a completed CBC-423 form, both of which are required to be signed and dated by a medical professional as noted above. If this statement/CBC-423 form is not returned with the application, the application will not be considered a referral for the PAS program.

HCBS FE Waiver - Home and Community Based Services Waiver for the Frail Elderly

The HCBS FE Waiver authorizes services to seniors to help them maintain independence in their own homes and communities as an alternative to long-term care facility placement.

HCBS FE Waiver services include the following: Case Management, Homemaker, Social Adult Day Care, Adult Companion, Personal Emergency Response System, Chore, Respite, Augmented Personal Care provided in residential care settings and access to State Plan Personal Care Services.

ELIGIBILITY -- Must be 65 years or older; at risk of long-term care facility placement within 30 days without services; and require at least one monthly HCBS FE Waiver service. Must apply for and be determined financially eligible for Medicaid through the Division of Welfare and Supportive Services (DWSS).

HCBS PD Waiver - Home and Community Based Services Waiver for Persons with Physical Disabilities

The HCBS PD Waiver authorizes services to individuals who have been diagnosed with a physical disability to help them maintain independence in their own homes and communities as an alternative to long-term care facility placement. HCBS PD Waiver services include the following: Case Management, Attendant Care, Homemaker, Chore, Respite, Assisted Residential Care, Environmental Accessibility Adaptations, Specialized Medical Equipment/Supplies, Personal Emergency Response System (PERS), Home Delivered Meals and access to State Plan Personal Care Services.

ELIGIBILITY -- Must be 18 years or older; at risk of long-term care facility placement within 30 days without services, must be certified as physically disabled by the Division of Health Care Financing and Policy (DHCFP) Central Office Physician Consultant; and require at least one monthly HCBS PD Waiver service. Must apply for and be determined financially eligible for Medicaid through the Division of Welfare and Supportive Services (DWSS).

Financial Eligibility

Must apply for and be determined financially eligible by ADSD for COPE, and PAS programs, and by DWSS for the HCBS FE and HCBS PD Waivers.

Please refer to adsd.nv.gov for more information.

To report suspected abuse, neglect, exploitation, isolation or abandonment of vulnerable adults, 18 years and older, please call:

- **Las Vegas/Clark County** (702) 486-6930
- **Statewide/All Other Areas** (888) 729-0571

If a vulnerable adult is in immediate danger, the local police, sheriff's office or emergency medical service should be contacted. If the person is not in immediate danger, the report should be made via one of the designated phone numbers.

READ THIS PAGE CAREFULLY BEFORE FILLING OUT THE APPLICATION

1. Read each page carefully and **answer every question**. If the answer is "none," then write in "NONE." Failure to answer all questions on the application may cause a delay in processing times.
2. If you need help filling out the form, you may want to ask your family, a friend or a case manager from the Community Based Care unit.
3. Remember, you are certifying to the correctness of your answers whether you are completing the form yourself, or acting for another person who is unable to complete the form.

Community Based Care will verify the answers you give on this form. Willful concealment of income or assets could result in a denial or termination of program eligibility.

4. If you are applying for someone other than yourself, check boxes and fill out form as needed in regards to the person who will be receiving services.
5. Verifications of income and resources will be needed to process the application. If the verifications are not received with the application, an intake case manager will request the required documents.

PLEASE RETURN THE COMPLETED APPLICATION TO THE APPROPRIATE OFFICE LOCATION BELOW

**ADSD Carson City Office
Community Based Care**

3416 Goni Road, Suite D-132
Carson City, NV 89706
(775) 687-0574 Fax
CBCNorthSupport@adsd.nv.gov
(775) 687-4210

**ADSD Elko Regional Office
Community Based Care**

1010 Ruby Vista Drive, Suite 104
Elko, NV 89801
(775) 753-8543 Fax
CBCNorthSupport@adsd.nv.gov
(775) 738-1966

**ADSD Las Vegas Regional Office
Community Based Care**

3320 W Sahara Ave, Suite 100
Las Vegas, NV 89102
(702) 486-3569 Fax
CBCSouthIntake@adsd.nv.gov
(702) 486-3545

**ADSD Reno Regional Office
Community Based Care**

9670 Gateway Drive, Suite 100
Reno, NV 89521
(775) 688-2969 Fax
CBCNorthSupport@adsd.nv.gov
(775) 687-0800

***Ask for CBC intake if you have any questions on filling out the application**

Personal Assistance Services (PAS) ☐ Community Service Options Program for the Elderly (COPE) ☐
 HCBS Frail Elderly (FE) Waiver ☐ HCBS Physical Disabilities (PD) Waiver ☐

[illegible]

HOUSEHOLD

The applicant/recipient, their spouse, and any minor dependent child(ren), under the age of 18 residing in the home more than ½ time.

Income – List Anyone in the Household including Applicant

Income Type:	Source:	Received by Whom?	Gross Amount:	Frequency:
Social Security (RSDI)			\$	
Social Security (RSDI)			\$	
Supplemental Security Income (SSI)			\$	
Supplemental Security Income (SSI)			\$	
Veterans Benefits			\$	
Job Income			\$	
Pension			\$	
IRA/401K Distributions			\$	
OTHER:			\$	
OTHER:			\$	
OTHER:			\$	

Has applicant applied for but not yet received any other income? Yes ☐ No ☐

Date Applied: _____

If Yes, who will be receiving and from what source?

Resources – List all Owned or Shared Ownership			
Resource Type:	Owner(s):	Source/Company:	Value:
Savings Account			\$
Savings Account			\$
Checking Account			\$
Checking Account			\$
Trust			\$
Savings Bond			\$
Safe Deposit Box			\$
IRA			\$
401K			\$
Burial Insurance			\$
Life Insurance			\$
Cash on Hand			\$
Vehicle			\$
Vehicle			\$
Vehicle			\$
Other			\$
Other			\$

Has the applicant, within 60 months of the date of this application, divested or transferred his or her assets in an attempt to qualify for services from the program for which they are applying? Yes ☐ No ☐

If Yes, where were the assets divested or transferred from?

If Yes, date

Medical Expenses - Personal Assistance Services ONLY Include Expenses Paid For By Applicant Only			
Medical Expense:	Company/ Source:	Amount paid:	Frequency of Payments:
Prescriptions		\$	
Medical Insurance/ Premiums		\$	
Other		\$	
Other		\$	
Other		\$	

Social/Health Information	
Diagnosis:	Physician Name/Phone Number:
Does the Applicant have Decision Making Difficulties?: Yes No Unknown _____	
Does the Applicant have Short Term Memory Difficulties?: Yes No Unknown _____	
Other Care Needs:	
Current Services Receiving (Hospice, Home Health etc.):	
Does the Applicant Need Help With Any of the Following? (check all that apply) <div> <input type="checkbox"/> Bathing <input type="checkbox"/> Eating <input type="checkbox"/> Dressing <input type="checkbox"/> Mobility <input type="checkbox"/> Grooming <input type="checkbox"/> Transfers <input type="checkbox"/> Toileting </div>	Does the Applicant Use Any of the Following Equipment? (check all that apply) <div> <input type="checkbox"/> Cane Wheelchair Walker Other: _____ </div>

Service Needs
Is the Applicant in need of any of the following services (check all that apply):
<input type="checkbox"/> Group Home or Assisted Living Placement <input type="checkbox"/> Homemaker services <input type="checkbox"/> Personal Emergency Response System (PERS) <input type="checkbox"/> Respite <input type="checkbox"/> Adult Day Care/Companion services <input type="checkbox"/> Environmental Accessibility Adaptations for the home <input type="checkbox"/> Durable Medical Equipment <input type="checkbox"/> Home Delivered Meals

Signature and Affirmation

I hereby apply for services through Aging and Disability Services Division (ADSD). I certify all the information is true and correct to the best of my knowledge and no facts have been omitted.

I make this application with the understanding:

- I authorize and consent to the release of any and all information concerning me and my family to ADSD by the holder of the information, regardless of the manner or form held (including, without limitation, information made confidential by law or otherwise). I release the holder of such information from any liability resulting from the disclosure of the required information.
- I will report any changes in circumstances within 10 days, including changes in my income, assets, living situation, or abilities.
- I will report any additional income or assets I receive within 30 days of receipt.
- I authorize ADSD to contact my employer to obtain wage information.
- I will furnish any additional information which may be required to determine eligibility.
- I will notify ADSD when I no longer need services.
- I understand, if I am eligible for Medicaid, I must pursue eligibility through them and depending on the outcome, my services and eligibility through the ADSD State Programs (PAS and COPE) may be affected.

By signing this application, you are authorizing the Department of Health and Human Services to make investigations necessary to determine eligibility for benefits you receive or will receive under FE/PD/COPE/PAS program. You understand that information gathered during the assessment process may be shared with ADSD sister state agencies and contracted service providers to ensure adequate care is authorized and received. Information provided to ADSD may be verified or investigated by state officials including Quality Control staff. If you do not cooperate in the investigation, your benefits may be denied or terminated. If you make false or misleading statements, misrepresent, conceal or withhold facts necessary to ADSD to make an accurate determination of benefits, or alter any documents, your benefits may be denied, terminated, or reduced. You may be held responsible for repayment of all monies, services and benefits for which you were not entitled. Additionally, you may be disqualified from receiving benefits in the future and criminally prosecuted. You understand the law provides penalties for persons hiding facts or not telling the truth.

This authorization constitutes a full and complete release from any liability from disclosure of such information. A reproduced copy of this authorization legally constitutes an original copy.

ADSD provides services without discrimination of any kind due to race, national origin, color, gender, religion, age, or disability (including AIDS and related conditions) as required by federal regulations.

Signature or Mark of Applicant

Date

Authorized Representative Print and Sign

Date

Authorized Representative Relationship to Applicant (Power of Attorney, Guardian etc.)

Please provide proof of guardianship, POA, etc.

ADSD Case Manager

Date

Voter Registration Inquiry Form

New Applicant/Certification ☐ Recert ☐ Change of Address ☐ Other ☐
(eligibility redeterm; annual review, etc.) (not applying for ADSD services)

If you are not registered to vote where you live now, would you like to apply to register to vote?

Yes ☐ Application mailed as requested via phone ☐ No ☐ Already registered ☐

Applying to register or declining to register to vote will not affect the amount of assistance that you will be provided by this agency.

IF YOU DO NOT CHECK EITHER BOX, YOU WILL BE CONSIDERED TO HAVE DECIDED NOT TO REGISTER TO VOTE AT THIS TIME.

If you would like help in filling out the voter registration application form, we will help you. The decision whether to seek or accept help is yours. You may fill out the application form in private.

If you believe that someone has interfered with your right to register or to decline to register to vote, your right to privacy in deciding whether to register or in applying to register to vote, or your right to choose your own political party or other political preference, you may file a complaint with the County Clerks and Registrars where you reside.

Signature

Date

Please print name

ADSD Representative
(when individual does not sign)

DIVISION USE ONLY

OUTCOME: (Required if participant gave a “YES” response above)

- ☐ Individual completed application in office or assistance was provided by staff during home visit and brought back to the office for submission to Elections Dept.
- ☐ Individual took application with them to complete and submit to Elections Dept.
- ☐ Application mailed to individual with other Agency forms or at the request of the individual.

Submission: Upon completion of this form immediately submit to your Site Voter Registration Coordinator.

Please submit immediately for accurate and timely reporting



STATE OF NEVADA VOTER REGISTRATION APPLICATION

Application No.

USE BLACK OR BLUE INK ONLY – PLEASE PRINT CLEARLY

WARNING: GIVING FALSE INFORMATION IS A FELONY AND INCLUDES A CIVIL PENALTY OF UP TO \$20,000.

All fields are required unless marked Optional. If you do not provide all of the required information, your application to register to vote will not be complete.

1.	Are you a citizen of the United States of America? <i>If you checked "No" to the above question, do not complete this form.</i> Will you be at least 18 years of age on or before election day? If you checked "No" to the above question but are at least 17 years of age, do you wish to preregister to vote? <i>If you checked "No" to both of the prior questions, do not complete this form.</i>			
2.	Last Name	First Name	Middle Name	Suffix
3.	Nevada Residential Address – See Instructions on Back (No P.O. Box/Business Address)		Apt. #	City
				State NV
4.	Mailing Address – If Different From Above (P.O. Box or Mail Service Address Acceptable)		Apt. #	City
				State
				Zip Code
5.	Birth Date (MM/DD/YYYY)		6.	Place of Birth (State or Country)
			7.	Telephone Number (Optional)
8.	<input type="checkbox"/> I have a valid NV Driver's License or ID Card and that number is: _____ <input type="checkbox"/> I have not been issued a NV Driver's License or ID Card. The last 4 digits of my Social Security Number are: XXX–XX–_____ <input type="checkbox"/> I have not been issued a NV Driver's License or ID Card, and I do not have a Social Security Number. If you select this option, you will be contacted by your County Election Department for more information once your application is received. <i>Note: ID numbers provided above are confidential and not available for public inspection.</i>			
9.	If applicable, check one of the following: <input type="checkbox"/> Military Domestic (or military spouse or dependent) – Only check if you are on active duty and will be absent from your place of registration <input type="checkbox"/> Military Overseas (or military spouse or dependent) <input type="checkbox"/> U.S. Citizen Overseas			
10.	Email Address (Optional) – Email Address is Confidential		11.	<input type="checkbox"/> CHECK THIS BOX TO RECEIVE A SAMPLE BALLOT IN LARGER TYPE
12.	Party Registration – Check Only One Box <input type="checkbox"/> Democratic Party <input type="checkbox"/> Independent American Party <input type="checkbox"/> Libertarian Party of Nevada <input type="checkbox"/> Nonpartisan (No Political Party) <input type="checkbox"/> Republican Party <input type="checkbox"/> Other Party – Write in below _____		13.	I swear or affirm I am a U.S. citizen. I will be at least 18 years old by the date of the next election, or if I indicated in Box 1 above that I am preregistering to vote, I am at least 17 years old. I will have continuously resided in Nevada at least 30 days in my county and at least 10 days in my precinct before the next election at which I intend to vote. The residential address listed herein is my sole legal place of residence and I claim no other place as my legal residence. If I am preregistering to vote, I understand and acknowledge that I will be deemed to have registered to vote as of the date of my 18th birthday unless my preregistration is cancelled by any of the means or for any of the reasons for cancelling voter registration pursuant to Chapter 293 of the Nevada Revised Statutes. I am not currently serving a term of imprisonment for a felony conviction. I declare under penalty of perjury that the foregoing is true and correct. <div><div>SIGNATURE OF APPLICANT (REQUIRED)</div><div></div><div>(MM / DD / YYYY)</div></div>
14.	Your name and residential address where you were last registered to vote (Optional) – (Name Used, Address, State, etc.)			
15.	Important! If you are assisting a person to register to vote and you are not a Field Registrar appointed by a County Clerk / Registrar of Voters or an employee of a voter registration agency, you MUST complete the following. Your signature is required. Failure to do so is a felony.			
	Full Name	Mailing Address	City/State/Zip Code	Signature

OFFICIAL USE ONLY. DO NOT WRITE IN THE SHADED AREA BELOW.

DATE STAMP	<input type="checkbox"/> AGENCY	CANCELLED	APPLICATION NO.
	<input type="checkbox"/> FIELD REGISTRAR	INACTIVE	RECEIVED BY:
	<input type="checkbox"/> MAIL	PRECINCT	
	<input type="checkbox"/> IN PERSON		
	<input type="checkbox"/> OTHER		

✂ Detach Here ✂		✂ Detach Here ✂		✂ Detach Here ✂	
NAME OF PERSON RETAINING THIS APPLICATION (Agency Stamp or Name of Agent, Election Official or Person Retaining Application)		ELECTION OFFICIAL OR AGENCY (Contact Information, Address, Telephone, Fax)		VOTER APPLICATION RECEIPT (Please Retain Receipt)	
				Your voter registration information has been transmitted to your County Election Office for processing. Within 10 days after receiving your information, your County Election Office will mail your Nevada Voter Registration Card or a notice that additional information is required to complete your registration.	
				APPLICATION NO.	

INSTRUCTIONS

Box 1 – PREREGISTRATION: Every citizen of the United States who is 17 years of age or older but less than 18 years of age and has continuously resided in this state for 30 days or longer may preregister to vote by any of the means available for a person to register to vote pursuant to Nevada law. If a person preregisters to vote, he or she shall be deemed to be a registered voter on his or her 18th birthday unless the person’s preregistration has been cancelled or he or she does not satisfy the voter eligibility requirements.

Box 2 – NAME: Required. Please write your name exactly as it appears on your Nevada Driver’s License, ID Card, or Social Security Card.

Box 3 – ADDRESS WHERE YOU LIVE: Required. Your home address is the street address assigned to the location at which you actually reside. If you reside at a location that has not been assigned a street address, a description of the location at which you actually reside must be provided. A P.O. Box or business address cannot be listed as a home address.

Box 4 – ADDRESS WHERE YOU RECEIVE MAIL: Optional. Include your mailing address if it is different than your physical address. Include P.O. Boxes and Mail Service Addresses, if applicable.

Box 8 – IDENTIFICATION: Required. Include your Nevada Driver’s License or Nevada Identification Card number. If you do not have a driver’s license or identification card issued by a Nevada DMV, include the last four digits of your Social Security Number. If you do not have a Nevada Driver’s License or Social Security Number, you will be contacted by your County Election Department for more information once your application is received.

Box 9 – MILITARY: Required, if applicable. Mark the applicable box.

Box 12 – POLITICAL PARTY AFFILIATION: Required. Mark your choice of a qualified political party, “Nonpartisan” or “Other.” If you mark “Other,” you may print the name of an unlisted political party. If you register with a minor political party or as a nonpartisan, you will receive a nonpartisan ballot for the Primary Election.

Box 13 – DECLARATION: Required. Sign and date. Voting Rights are immediately restored for all felony convictions upon release from prison.

Box 14 – UPDATING INFORMATION: Optional. You may include the last address where you were registered to vote. This helps the County Clerk / Registrar of Voters identify you as the applicant.

Box 15 – ASSISTANCE: Required, if applicable. If you are assisting a person to preregister or register to vote, you must complete Box 15. *FAILURE TO DO SO IS A FELONY.*

DEADLINES FOR SUBMITTING APPLICATION:

- ❖ By Mail – Postmarked by the fourth Tuesday preceding the primary or general election.
- ❖ In Person at your local County Clerk’s or Registrar of Voters Office – By the fourth Tuesday preceding the primary or general election.
- ❖ Online – By the Thursday preceding the primary or general election. Online Registration available at www.RegisterToVoteNV.gov
- ❖ For Special / Recall Elections – Contact your County Clerk or Registrar of Voters.

SAME-DAY VOTER REGISTRATION: Eligible Nevada voters can register to vote or update existing voter registration information in person at the polling place either during early voting or on Election Day.

INTERESTED IN BEING A POLL WORKER? Please contact your local County Clerk or Registrar of Voters Office.

NOTICE: You are urged to return your application to the County Clerk or Registrar of Voters in person or by mail. If you choose to give your completed application to another person to return to the County Clerk or Registrar of Voters on your behalf, and the person fails to deliver the application to the County Clerk or Registrar of Voters, you will not be preregistered or registered to vote, as applicable. Please retain the duplicate copy or receipt from your application to preregister or register to vote.

COUNTY	ELECTION DEPARTMENT ADDRESS	COUNTY	ELECTION DEPARTMENT ADDRESS
Carson City Clerk (775) 887-2087	885 East Musser Street, Suite 1025, Carson City, NV 89701	Lincoln Clerk (775) 962-8077	181 North Main Street, Suite 201, Pioche, NV 89043
Churchill Clerk (775) 423-6028	155 North Taylor Street, Suite 110, Fallon, NV 89406	Lyon Clerk (775) 463-6501	27 South Main Street, Yerington, NV 89447
Clark Registrar (702) 455-8683	965 Trade Drive, Suite A, North Las Vegas, NV 89030 P.O. Box 3909, Las Vegas, NV 89127	Mineral Clerk (775) 945-2446	105 South A Street, Suite 1, Hawthorne, NV 89415 P.O. Box 1450, Hawthorne, NV 89415
Douglas Clerk (775) 782-9014	1616 8 th Street, 2 nd Floor, Minden, NV 89423 P.O. Box 218, Minden, NV 89423	Nye Clerk (775) 482-8127	101 Radar Road, Tonopah, NV 89049 P.O. Box 1031, Tonopah, NV 89049
Elko Clerk (775) 753-4600	550 Court Street, 3 rd Floor, Elko, NV 89801	Pershing Clerk (775) 273-2208	398 Main Street, Lovelock, NV 89419 P.O. Box 820, Lovelock, NV 89419
Esmeralda Clerk (775) 485-6309	233 Crook Avenue, Goldfield, NV 89013 P.O. Box 547, Goldfield, NV 89013	Storey Clerk (775) 847-0969	26 South B Street, Drawer D, Virginia City, NV 89440
Eureka Clerk (775) 237-5262	10 South Main Street, Eureka, NV 89316 P.O. Box 694, Eureka, NV 89316	Washoe Registrar (775) 328-3670	1001 East Ninth Street, Bldg A, Rm 135A, Reno, NV 89512
Humboldt Clerk (775) 623-6343	50 West 5 th Street, #207, Winnemucca, NV 89445	White Pine Clerk (775) 293-6509	801 Clark Street, Suite 4, Ely, NV 89301
Lander Clerk (775) 635-5738	50 State Route 305, Battle Mountain, NV 89820		



FIRST CLASS
STAMP
NECESSARY
FOR MAILING