

Richard Whitley, MS *Director*



DEPARTMENT OF HEALTH AND HUMAN SERVICES

AGING AND DISABILITY SERVICES DIVISION Helping people. It's who we are and what we do.



Administrator Dena Schmidt

OFFICE OF COMMUNITY LIVING (OCL) INTAKE HOME AND COMMUNITY BASED SERVICES APPLICATION

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

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

Community Service Options Program for the Elderly (COPE)

Personal Assistance Services (PAS)

ADSD OFFICE LOCATIONS AND CONTACT INFORMATION:

CARSON City Office LAS VEGAS Office **RENO Office ELKO Office** 3208 Goni Road, Suite 1-181 1010 Ruby Vista Drive, Suite 104 7150 Pollock Drive 10375 Professional Circle Carson City, NV 89706 Elko, NV 89801 Las Vegas, NV 89119 Reno, NV 89521 (775) 687-4210 (main) (775) 738-1966 (main) (702) 486-3545 (main) (775) 687-0800 (main) (775) 688-2969 (fax) (775) 688-2969 (fax) (702) 792-0143 (fax) (775) 688-2969 (fax)

OCL INTAKE STATEWIDE EMAIL: CBCSouthIntake@adsd.nv.gov

We encourage all emails to be sent encrypted to protect the applicant's personal health and personally identifiable information. We will gladly send you an encrypted message upon request that will prompt you to follow the web instructions to open the protected email and then reply.

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.

* If you need assistance with completing this application, ask a family member, a friend or contact an ADSD local office.

READ CAREFULLY BEFORE SUBMITTING THIS APPLICATION
I understand failure to answer ALL questions on this application may result in delay in processing time. I understand willful concealment of income or asset information and false or misleading statements could result in a denial or termination of program eligibility. Whether you are completing the form yourself or acting on behalf of the person who will receive the services, you are certifying the correctness of the answers.
I understand that I must apply for and be determined financially eligible by ADSD for COPE and PAS programs, and by the Division of Welfare and Supportive Services (DWSS) for the HCBS FE and HCBS PD Waivers.
I understand that verifications of income and resources will be needed to process the application. Be prepared to obtain these documents promptly upon request.
I understand that if I have a Managed Care Organization (MCO), I may want to contact them to understand how applying for Full Medicaid services may affect my MCO services.
APPLICANTS UNDER THE AGE OF 65 : I understand that it is my responsibility to submit Medical Records within 30 days from the date the OCL Application was submitted. I understand medical records must include sufficient evidentiary information to support the reported physical disability that may include Diagnosis, Primary Care Physician office visit notes, medical History and Physical, physical summary, discharge summary or treatment and prognosis.
I understand if I do not meet the financial criteria for HCBS PD Waiver services and choose to apply for the PAS program, I may also be required to provide a statement or an additional form signed and dated by a medical practitioner to confirm the physical disability.

APPLICATION INFORMATION									
Name of Applic	cant (Last, First, Middle):			Social Security Number	:	Date of Birth:	Age:		
Gender:	Preferred Language:	Ethnicity/R	lace:	Medicaid Number:	Vete	ran or Spouse of	Veteran:		
NA - vital Ctatus	/o. \-		6	and the first City and a second	Ш	Yes ∐ No			
Marital Status ☐ Divorced	•	r Married		ent Living Situation: iving with	roun k	Home/Assisted Liv	ving		
Divorced		1 Warrica		Family/Others					
☐ Widowed ☐ Separated ☐ Unhoused ☐ Other:									
Physical Addres	Physical Address: Mailing Address (If different from physical address):								
Primary Teleph	one Number:			Email Address:					
Secondary Tele	phone Number:			The best time to contact	t me	is:			
Referring Party	Name and Relationship:			Referring Party Telepho	ne Nu	umber/Email:			
ADSD will only p	rovide information to the appl	icant or their	verifie	d authorized representative	e. Plea	se complete the fo	llowing:		
 To verify the Information 	 I choose to assign someone as my authorized representative to speak on my behalf? To verify this choice, I understand I must complete and sign the attached Authorization to Release Information form. I have a Power of Attorney (POA) Guardian Supported Decision Making Representative N/A 								
-	nis information, I understand port Decision Making Agree		mit pro	oof to ADSD of the guardi	anshi	p, POA, \[Yes	□No		
Medical diagno	Medical diagnoses related to my care needs: I am under the age of 65, and I have been diagnosed with a permanent physical disability, AND I am willing and able to submit medical records documenting the physical disability within 30 days of the application being submitted.						l able to		
						age 65 +			
•	pervision and /or reminders ring, dressing/undressing, h			_	es of d	· — ·			
I need at least	one of any of the following	services (che	ck all th	at apply):					
☐ Emergency A ☐ Adult Day Ca	☐ Case Management: support with managing services ☐ Companion: companionship/emotional support ☐ Emergency Alert Device: quickly report an emergency or fall ☐ Home delivered meals or meal preparation ☐ Adult Day Care: socialization, meals, recreation, supervision ☐ Respite: short-term break for primary caregiver ☐ Homemaker: laundry, shopping, and light housekeeping ☐ Group Home or Assisted Living: 24 hour care								
I am currently re	·	lome Health		Personal Care Services [] Ho	_	Aid &		
	Total Monthly Gross Income (b ADSD will request verific		k	Total Resources (i.e. checking, burial policy, stocks/bonds, Go F trusts, etc). ADSD will request v	und Me	s, IRA, 401K, Life insura e accounts, house, land			
Applicant: \$				\$	· ci ilicat				
Spouse: \$				Ś					

Voluntary Questions: What sex were you assigned at birth, such as on your original birth certificate? (Mark one) Male Female Prefer not to disclose	How do you describe yourself? (Mark one) Male Female Transgender Man/Transgender Male Transgender Woman/Transgender Female Gender queer/gender non-conforming Prefer not to disclose Different Identity, Please specify:	Which of the following best represents your sexual orientation identity? (Mark one) Straight or Heterosexual Gay Lesbian Bisexual Prefer not to disclose Not, listed: Please specify:
	SIGNATURE AND AFFIRMATION	
 correct to the best of my knowledge and I authorize and consent to the release holder of the information, regardly confidential by law or otherwise). disclosure of the required information. I will report any changes in circum abilities. I will report any additional incomes I authorize ADSD to contact my end I will furnish any additional information. I will notify ADSD when I no longer I understand, if I am eligible for M 	stances within 10 days, including changes or assets I receive within 30 days of receip aployer to obtain wage information. ation which may be required to determine	ipplication with the understanding: me and my family to ADSD by the without limitation, information made om any liability resulting from the in my income, assets, living situation, or pt. e eligibility. nem and depending on the outcome,
necessary to determine eligibility for bendunderstand that information gathered du contracted service providers to ensure adverified or investigated by state officials in benefits may be denied or terminated. If facts necessary to ADSD to make an accur denied, terminated, or reduced. You may you were not entitled. Additionally, you may you understand the law provides penalties	rizing the Department of Health and Huma efits you receive or will receive under FE/Plang the assessment process may be shared equate care is authorized and received. Infocuding Quality Control staff. If you do not you make false or misleading statements, notate determination of benefits, or alter any be held responsible for repayment of all may be disqualified from receiving benefits as for persons hiding facts or not telling the complete release from any liability from discally constitutes an original copy.	D/COPE/PAS program. You d with ADSD sister state agencies and formation provided to ADSD may be cooperate in the investigation, your misrepresent, conceal or withhold documents, your benefits may be conies, services and benefits for which in the future and criminally prosecuted. truth.
	ation of any kind due to race, national orig ditions) as required by federal regulations.	in, color, gender, religion, age, or
Signature or Mark of Applicant		Date
Authorized Representative (Print and Sign	Relationship to Applicant plying for services is aware this application	Date has been submitted on their behalf.

Joe Lombardo Governor Richard Whitley, MS Director



DEPARTMENT OF HEALTH AND HUMAN SERVICES

DHHS

Dena Schmidt Administrator

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Authorization to Release Information

Servi	ing and Disability ces Division D) Administration	□Adult I Services	Protective (APS)	_	tism Treatment stance Program P)	_	nunication ervices (CAS)	□Developmental Services (DS)
□Inte	ermediate Care Faci		□Long-Term Care Ombudsman Program (LTCOP)	Interv	vada Early vention ces (NEIS)	-	Elderly (CÓPÉ) Home and Com Waiver for the I Home and Com Waiver for Pers Disabilities (PD	tions Program from the nmunity Based Services Frail Elderly (HCBS FE) nmunity Based Services son's with Physical
	ice for Consumer h Assistance (OCHA	۸)	□Senior Rx/Dx	_	xi Assistance ram (TAP)	□Other (Specify below)	
		(Individ	dual Legal Name Printed)				(Date	e of Birth)
		(Indi	vidual Mailing Address)				(City St:	ate, Zip Code)
I autl	horized ADSD to:		Release information	on to:		Rece	ive informatio	
Nam	e of person/provi	der/orga	anization/facility/prog	ram:				
Phor	ne:				Fax	x:		
Reas	son for Request:	To det	ermine the individual	l's elig	ibility and/or to	coordinate	services.	
O	ther (specify):							
99.3and thecare of the	89 regarding disclosur ne Health Insurance P operations (45 CFR 10 authorization, except	re of educ Portability 64.506). T as perm	ational or early intervention and Accountability Act of The Participant's service,	on reco 1996 (I paymer	rds; 45 CFR 164.5 HIPAA) and is to b nt, enrollment, or e	508 regarding to e used only to eligibility for be	the disclosure of facilitate treatment nefits will not be	atient records; 34 CFR 99.30 mental health information; ent, payment, and/or health conditioned on the provision d below by selection
Reco	ords Date Range:	F	rom:	To:				
	Ta ,		-	YPE C	F INFORMATION			
ш	Assessments			lacksquare	History and Physi			
ш	Developmental Scree		1-		Lab / X rays /Imag		est results	
	Intake Evaluations ar	na Record	18	otag	Consultation Rep			
	Legal Records	ncludina l	out not limited to medical		Progress Notes a		Dlane including	but not limited to
	and hospital records; AIDS related informa	including tion**	but not limited to HIV/		Individual Family	Support Plan		ns, Service Plans
	Mental Health inform testing and psychiatri	ation inclu c evaluat	uding psychological ions***		Financial Records	3		
	Other				•			

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- * ADSD has elected not to disclose or release information relating to drug and alcohol treatment.
- **With some <u>exceptions</u>, HIV/AIDS related health information, or mental health treatment information may be re-disclosed by the recipient. **The recipient is prohibited from re-disclosing such information** or using the disclosed information for any other purpose without the specific written consent of the person to whom it pertains, unless permitted to do so under federal or state law.
- ***Information from mental health clinical records may be released if there is a **demonstrable need for the information**, provided that the disclosure will not reasonably be expected to be detrimental to the participant or another person.
- + If the authorized information is protected by the Family Educational Rights and Privacy Act it may not be disclosed without the written consent of the person to whom it pertains unless otherwise provided for in federal or state law. This authorization serves as written consent for the release of the aforementioned information.

I understand that:

I may request and obtain a copy of the Division's confidential information policy.

I do not have to sign this authorization; I understand that I may be denied treatment in some circumstances if I do not sign this consent because information may be required to determine my eligibility for services.

I may cancel this authorization at any time by submitting a written request to the Aging and Disability Services Division, except where a disclosure has already been made with my prior authorization.

A photocopy or fax of this form is as valid as the original.

If I experience discrimination because of the release or disclosure of HIV/AIDS – related information, I may contact the Office of Civil Rights to file a complaint.

ADSD releases information in the scope of their duties to make determinations necessary for eligibility and on-going service requirements.

Information used or disclosed pursuant to this authorization may be re-disclosed by the recipient and may no longer be protected by federal or state law.

I release ADSD employees from any liability arising from the release of information to the person/entity designated on

page 1.

I authorize the periodic use/disclosure of the information described above to the person/provider/organization/facility/program identified as often

as necessary.			
My authorization will expire:			
☐ If I am no longer receiving services from the Aging and Disabilities Services	s Divis	sion or it's	s programs
One (1) year from the date of signature, unless otherwise specified by a co	ondition	n or even	nt, whichever is earlier
Other:			
(Please describe)			
Relationship: Parent Legal Guardian/Designee Custod	ian [Self	☐Other
Described Out of the Court fine Out Print of Name of State of Name of State			
(Parent/Guardian/Custodian/Self Printed Name)			
(Parent/Guardian/Custodian/Self Signature)		(S	Signature Date)
(Signature of ADSD Employee)		(S	ignature Date)

Revised 5.2023 (Page 2 of 2)

Voter Registration Inquir	ry Form						
New Applicant/Certification Recert Change of (eligibility redeterm; annual review, etc.)	f Address Other (not applying for ADSD services)						
If you are not registered to vote where you live now, woul	d 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 no will be provided by this agency.	at affect the amount of assistance that you						
IF YOU DO NOT CHECK EITHER BOX, YOU WILL B NOT TO REGISTER TO VOTE AT THIS TIME.	E CONSIDERED TO HAVE DECIDED						
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 your right to privacy in deciding whether to register or in a							
choose your own political party or other political preference County Clerks and Registrars where you reside.	ce, you may file a complaint with the						
	ce, you may file a complaint with the Date						
County Clerks and Registrars where you reside.							
County Clerks and Registrars where you reside. Signature	Date ADSD Representative						
County Clerks and Registrars where you reside. Signature Please print name	Date ADSD Representative (when individual does not sign)						
County Clerks and Registrars where you reside. Signature Please print name VISION USE ONLY	Date ADSD Representative (when individual does not sign)						
County Clerks and Registrars where you reside. Signature Please print name VISION USE ONLY JTCOME: (Required if participant gave a "YES" response above Individual completed application in office or assistance was	Date ADSD Representative (when individual does not sign) Te) s provided by staff during home visit and						

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 If you checked "No" to the above ques Will you be at least 18 years of age on or If you checked "No" to the above questi If you checked "No" to both of the price	tion, do before on but a	o not complete this for election day? are at least 17 years o	of age, o	-	sh to preregis	ter to v	□ Yes	□ No □ No □ No	
2.	Last Name		First Name			Mic	ddle Na	ime		Suffix
3.	Nevada Residential Address – See Instruction	s on Bac	k (No P.O. Box/Business	s Addres	s) Apt	:.#	City		State NV	Zip Code
4.	Mailing Address – If Different From Above (P.	O. Box o	r Mail Service Address A	Acceptal	ole) Apt	# City			State	Zip Code
5.	Birth Date (MM/DD/YYYY)		6. Place of Birth (Sta	ate or Co	ountry)		7.	Telephone Numbe	er (Optional)	
8.	☐ I have a valid NV Driver's License ☐ I have not been issued a NV Drive ☐ I have not been issued a NV Drive be contacted by your County Elec Note: ID numbers provided all	r's Lice r's Lice ction D	ense or ID Card. The ense or ID Card, and epartment for mor	e last 4 I I do no re infor	ot have a mation o	Social Secur once your ap	ity Nu plicat	mber. If you seld ion is received.		, you will
9.	If applicable, check one of the following: Military Domestic (or military spous Military Overseas (or military spous U.S. Citizen Overseas	e or de	pendent)		u are on a	active duty and	d will b	e absent from you	ur place of regist	tration
10.	Email Address (Optional) – Email Address is Co	onfident	ial	11.				OX TO REC		MPLE
	Party Registration – Check Only One Box	13.	Lawar or affirm La	m a I I				ARGER TYPE		plaction or if !
12.	☐ Democratic Party	15.	I swear or affirm I a indicated in Box 1	above	that I ar	m preregister	ing to	vote, I am at lea	ast 17 years old	d. I will have
	☐ Independent American Party		continuously reside the next election at			-	-	-		
	☐ Libertarian Party of Nevada		residence and I clai	im no c	ther plac	e as my legal r	esider	nce. If I am prereg	sistering to vote	, I understand
	☐ Nonpartisan (No Political Party)		and acknowledge to unless my preres				_		-	-
	☐ Republican Party		cancelling voter							
	☐ Other Party – Write in below		am not currently penalty of perjur		_	=		· ·	nviction. I de	eclare under
			4	SIGNA	TURE O	F APPLICAN	T (REC	QUIRED) 👢	1	
									(MM / DD	/YYYY)
14.	Your name and residential address when	e you w	ere last registered to	vote (C)ptional)-	-(Name Used,	Addre	ess, State, etc.)		
15.	Important! If you are assisting a person to re	egister to	vote and you are not	a Field F	Registrar a	opointed by a C	County	Clerk / Registrar of V	oters or an empl	oyee of a voter
	registration agency, you MUST complete the Full Name	following lailing Ad		uired. F		so is a felony. /State/Zip Code			Signature	
					,				-8	
		1	ONLY. DO NOT \				_			
	DATE STAMP		GENCY ELD REGISTRAR		NCELLED			PLICATION NO.		
		□м			ACTIVE		REC	CEIVED BY:		
			PERSON THER	PR	ECINCT					
	➤ Detach Here ➤			≫ Deta	ch Here 🔀				≫ Detach Here ≫	
	AME OF PERSON RETAINING THIS APPLICATIO				ICIAL OR A				APPLICATION RE	
(Ag	ency Stamp or Name of Agent, Election Officia Person Retaining Application)	ii Or	(Contact Infon	mation,	Address, T	elephone, Fax)		Your voter registration your County Election Office will Card or a notice that complete your register.	ction Office for proce ng your informatic mail your Nevada \ at additional informa stration.	been transmitted essing. Within 10 on, your County oter Registration

INSTRUCTIONS

- 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.

<u>Box 4 – ADDRESS WHERE YOU RECEIVE MAIL:</u> 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 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

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

