Joe Lombardo Governor

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 1550 E College Parkway Carson City, NV 89706 (775) 687-4210 (main) (702) 792-0143 (fax) ELKO Office 1010 Ruby Vista Drive, Suite 104 Elko, NV 89801 (775) 687-0800 (main) (702) 792-0143 (fax) LAS VEGAS Office 7150 Pollock Drive Las Vegas, NV 89119 (702) 486-3545 (main) (702) 792-0143 (fax) RENO Office 10375 Professional Circle Reno, NV 89521 (775) 687-0800 (main) (702) 792-0143 (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 Ap	plica	ant (Last, First, Middle):			Social Security Number:		Date of Birth:		Age:	
Gender:		Preferred Language:	Ethnicity/F	Race:	Medicaid Number: Veteran or Spouse of Vet					
Marital State	arital Status (Choose one): Current Living Situation:									
Divorced	1	☐ Married ☐ Neve	r Married	🗆 Li	ving with 🛛 🗍 G	roup H	Home/	Assisted Li	ving	
					Family/Others Alone Unhoused Other:					
Physical Add	Physical Address: Mailing Address (If different from physical address):									
Primary Tele	epho	one Number:			Email Address:					
Secondary Te	elep	bhone Number:			The best time to contac	t me	is:			
Referring Pa	rty	Name and Relationship:			Referring Party Telepho	one Nu	umber	/Email:		
 I choose to assign someone as my authorized representative to speak on my behalf. Yes No 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 To verify this information, I understand I must submit proof to ADSD of the guardianship, POA, or the Support Decision Making Agreement. 						□ No □N/A				
Medical diag	Medical diagnoses related to my care needs: 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			
					Yes No N/A	, I am	age 6	5 +		
-	-	ervision and /or reminders ing, dressing/undressing, hy			_	es of d	-	ving:] No		
I need at lea	st o	ne of any of the following	services (che	eck all th	at apply):					
 Case Management: support with managing services Emergency Alert Device: quickly report an emergency or fall Adult Day Care: socialization, meals, recreation, supervision Homemaker: laundry, shopping, and light housekeeping services Companion: companionship/emotional support Home delivered meals or meal preparation Respite: short-term break for primary caregiver Group Home or Assisted Living: 24 hour care 						ation caregiver				
I am currentl the following			lome Health		Personal Care Services [] Ho	mema	aker 🗌 VA Att	Aid & tendance	
	Т	otal Monthly Gross Income (b ADSD will request verific		F	Total Resources (i.e. check policy, burial policy, stocks/bond trusts, etc). ADSD will request v	ls, Go F	und Me			
Applicant:	\$				\$					
Spouse:	\$				\$					

Voluntary Questions:	How do you describe yourself? (Mark one)	Which of the following best represents your						
What sex were you assigned at birth,	Male Female	sexual orientation identity? (Mark one)						
such as on your original birth certificate?	Transgender Man/Transgender Male							
(Mark one)	Transgender Woman/Transgender Female	Straight or Heterosexual						
Male Female	Gender queer/gender non-conforming	🗌 Gay 📄 Lesbian						
Prefer not to disclose	Prefer not to disclose	Bisexual						
	Different Identity, Please specify:	Prefer not to disclose						
		Not, listed: Please specify:						
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 ommited. 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)

Relationship to Applicant

Date

I, the AR, confirm the individual applying for services is aware this application has been submitted on their behalf.



Richard Whitley, MS

Director

DEPARTMENT OF

HEALTH AND HUMAN SERVICES

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Dena Schmidt Administrator

Authorization to Release Information

Servi	ing and Disability	Protective a (APS)		tism Treatme stance Progra P)		Communication Access Services (CAS)	Developmental Services (DS)		
lnte	ermediate Care Facility (ICF)	☐Long-Term Care Ombudsman Program (LTCOP)	Interv	vada Early vention ces (NEIS)		Elderly (COPE - Home and Con Waiver for the - Home and Con Waiver for Per Disabilities (PI	ntions Program from the munity Based Services Frail Elderly (HCBS FE) munity Based Services son's with Physical		
	ice for Consumer h Assistance (OCHA)	☐Senior Rx/Dx		ki Assistance ram (TAP)		☐Other (Specify below)			
	(Indivi	dual Legal Name Printed)				(Dat	e of Birth)		
	(Ind	ividual Mailing Address)				(City, St	ate, Zip Code)		
l autl	horized ADSD to:	Release informatio	n to:			Receive information from:			
Nam	e of person/provider/org	anization/facility/prog	am:						
Phor	ne:				Fax:				
Reas	son for Request: To de	termine the individual'	s elig	ibility and/o	or to co	ordinate services.	,		
	ther (specify):								
– 99.3 and th care c of the	consent is provided in accordant of regarding disclosure of edu- ne Health Insurance Portability operations (45 CFR 164.506). authorization, except as permi- cific Information Autho	cational or early interventio and Accountability Act of The Participant's service, p itted by law.	n reco 1996 (H aymer	rds; 45 CFR 1 HPAA) and is nt, enrollment,	64.508 r to be us or eligib	egarding the disclosure of ed only to facilitate treatm ility for benefits will not be	mental health information; ent, payment, and/or health conditioned on the provision		
Reco	ords Date Range:	From:	To:						
	A	T	YPE O						
	Assessments			History and F	-	o			
	Developmental Screeners			-		Studies/ Test results			
	Intake Evaluations and Recor	ds		Consultation Reports					
	Legal Records			Educational F					
	Medical information including and hospital records; including AIDS related information**					reatment Plans including port Plan (IFSP), Care Pla			
Mental Health information including psychological testing and psychiatric evaluations***				Financial Records					
	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 Division or it's programs

One (1) year from the date of signature, unless otherwise specified by a condition or event, whichever is earlier

Other:

(Please describe) Relationship: Parent Legal Guardian/Designee Custodian Self Other (Parent/Guardian/Custodian/Self Printed Name) (Parent/Guardian/Custodian/Self Signature) (Signature Date) (Signature of ADSD Employee) (Signature Date)

Aging and Disability Services Division 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	t registered to vote where you live now, would you li	ike to apply to register to vote?
Yes A	Application mailed as requested via phone No	o Already registered
11 2 0	register or declining to register to vote will not affect ded by this agency.	the amount of assistance that you
IF YOU DO	NOT CHECK EITHER BOX, YOU WILL BE CON	SIDERED 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 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: (<u>Required</u> if participant gave a "YES" response above)

NOT TO REGISTER TO VOTE AT THIS TIME.

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								🗆 Yes 🛛	□ No	
	If you checked "No" to the above ques Will you be at least 18 years of age on or			m.					🗆 Yes 🛛	No	
	If you checked "No" to the above question but are at least 17 years of age, do you wish to preregister to vote? 🛛 Yes 🖓 No										
	If you checked "No" to both of the pric	r quest	ions, do not complete	this fo	rm.						
2.	Last Name		First Name				Mido	dle Na	me		Suffix
	Neurale Decidential Address - Contractory			A .	-) 0t			Ch		Chata	Zia Ca da
3.								State NV	Zip Code		
4.	Mailing Address – If Different From Above (P.	D. Box o	r Mail Service Address A	cceptak	ole) Apt.	.#	City			State	Zip Code
5.	Birth Date (MM/DD/YYYY)		6. Place of Birth (Stat	te or Co	untry)			7.	Telephone Number	(Optional)	
8.											
0.	 I have a valid NV Driver's License or ID Card and that number is: 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 – 										
	□ I have not been issued a NV Drive				-	-		-			you will
	be contacted by your County Elec										
9.	Note: ID numbers provided all If applicable, check one of the following:	ove ai	e confidential and n	iot avc	illable fol	r publi	ic inspe	ction			
	Military Domestic (or military spous	e or de	pendent) – Only chec	k if you	u are on ad	ctive d	uty and	will b	e absent from your	place of registi	ration
	Military Overseas (or military spous	e or de	pendent)								
	U.S. Citizen Overseas		·-1								
10.	Email Address (Optional) – Email Address is Co	onfident	lai	11.		HEC	KTH	IS B	OX TO RECE	IVE A SAN	MPLE
					B	ALLO	OT IN	I LA	RGER TYPE		
12.	Party Registration – Check Only One Box	13.	I swear or affirm I a						-		
	Democratic Party		indicated in Box 1 continuously reside				-	-		-	
	Independent American Party		the next election at	which	l intend to	o vote.	The res	ident	ial address listed he	erein is my sole	legal place of
	Libertarian Party of Nevada		residence and I clair and acknowledge tl			-	-			-	
	Nonpartisan (No Political Party)		unless my prereg					-		-	
	Republican Party		cancelling voter r am not currently								
	Other Party – Write in below		penalty of perjury							Niction. Tue	
				SIGNA	TURE OF	APPL	LICANT	(REC	QUIRED) 🖊		
										(MM / DD /	YYYY)
14	Your name and residential address when		ere last registered to	unte (O	ntional)-	(Name	ellsed 4	۵ddre	ss State etc.)		
14.	Tour name and residential address when	c you w		1010 (0	ptionaly	(Name	c Oscu, r	luure	<i>33, 5tate, etc.)</i>		
15.	Important! If you are assisting a person to re	egister to	o vote and you are not a	a Field R	legistrar ap	pointed	d by a Co	ounty (Clerk / Registrar of Vo	oters or an emplo	yee of a voter
	registration agency, you MUST complete the Full Name	followin Iailing Ad		iired. Fa			felony. Iip Code			Signature	
	, annanne jv	ann ig Ai			City/.	State	ip couc			Signature	
	OFFICIAL	USE (ONLY. DO NOT V	VRITE	IN THE	SHAD	DED AF	REA	BELOW.		
	DATE STAMP		GENCY	CA	NCELLED			APP	LICATION NO.		
		□FII □M	ELD REGISTRAR	INA	ACTIVE			REC	EIVED BY:		
			PERSON	PR	ECINCT						
			THER								
	X Detach Here X				ch Here ⊁					C Detach Here 🔀	
	AME OF PERSON RETAINING THIS APPLICATIO ency Stamp or Name of Agent, Election Officia		ELECTIC (Contact Inform		CIAL OR AG Address, Te		ne, Fax)	VOTER APPLICATION RECEIPT (Please Retain Receipt)			t)
	Person Retaining Application)								Your voter registration to your County Election		
									days after receiving Election Office will m	g your information	n, your County
									Card or a notice that a complete your registr	additional informati	•
									complete your registr	adon.	
									APPLICATION NO	0.	

INSTRUCTIONS

- PREREGISTRATION: Every citizen of the United States who is 17 years of age or older but Box 1less 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 If you register with a minor political party or as a nonpartisan, you will receive a party. 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. ٠ Online – By the Thursday preceding the primary or general election. Online Registration available at<u>www.RegisterToVoteNV.gov</u>

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 5 th 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



FIRST CLASS STAMP NECESSARY FOR MAILING