

BEHAVIORAL HEALTH CERTIFICATIONS FOR EXCELLENCE IN NEVADA

INITIAL APPLICATION REQUIRED MATERIALS

- I-TF # ([Treatment Applicants Only](#))
 - Must register for through [SAMHSA](#) prior to BHCEN application submission.
- Current Business License or Proof of Exemption
- Proof of General Liability Insurance
- Proof of Professional Liability Insurance ([Treatment Applicants Only](#))
- Personnel list with name, date of hire and a copy of the professional certification/licenses for each clinical staff member. ([Treatment Applicants Only](#))
- Verification of a written statement signed by the operator of the service assuring that the service promotes a message to minors not to use alcohol, tobacco or illicit substances ([Prevention Applicants Only](#))
- Program's current policies and procedures manual
- Completed policies and procedures form
- Quality Assurance Plan
- Accreditations, licenses, and regulatory reports from other government agencies ([if applicable](#))
- Governing Board Bylaws/Operating Agreement and latest meeting minutes ([if applicable](#))

If the program will be serving individuals aged 16 years of age or younger a finger-print based background check must be completed through the Nevada Department of Public Safety.

Organizations applying for State Certification are encouraged to review and follow the regulations in [NAC: Chapter 458](#). Separate geographical locations will require a separate application submission. All levels of service adhere to the treatment criteria for addictive, substance-related, and co-occurring conditions as defined by the Division Criteria and [American Society of Addiction Medicine \(ASAM\)](#).