

## Link 2

### Intermediate Care Facility for Persons with Developmental Disabilities

#### Application Requirements

17-003.01A Applicant Responsibilities: An applicant for an initial ICF/MR license must:

1. Intend to provide shelter, food and training or habilitation services, advice, counseling, diagnosis, treatment, care, nursing care, or related services are provided for a period of more than 24 consecutive hours to four or more persons residing at the facility who have mental retardation or related conditions, including epilepsy, cerebral palsy, or other developmental disabilities;
2. Comply with the applicable codes, guidelines, and standards specified in 175 NAC 17-007;
3. Submit a written application to the Department as provided in 175 NAC 17-003.01B;
4. Receive approval, in writing from the Department, of schematic plans and, if new construction, of construction plans; and
5. Notify the Department at least 30 working days prior to planned occupancy.

17-003.01B **Application Requirements:** The applicant may construct an application or obtain an application form from the Department. The application must include:

1. Full name of the facility to be licensed, street and mailing address, telephone number,
2. and facsimile number, if any;
2. Type of facility to be licensed;
3. Name of the administrator;
4. Name(s) and address(es) of the facility owner(s);
5. Ownership type;
6. Mailing address of the owner;
7. Preferred mailing address for receipt of official notices from the Department;
8. List of names and addresses of all persons in control of the facility. The list must include all individual owners, partners, limited liability company members, parent companies, and members of boards of directors owning or managing the operations and any other persons with financial interests or investments in the facility. In the case of publicly held corporations, the individual owners listed must include any stockholders who own 5% or more of the company's stock;
9. Legal name of the individual or business organization (government, corporation, partnership, limited liability company, or other type) to whom the license should be issued and a statement that the individual or organization accepts the legal responsibility for compliance with 175 NAC 17;
10. Applicant's federal employer identification number, if not an individual;
11. Applicant's social security number if the applicant is an individual. (To ensure social security numbers are not part of public records and are used only for administrative purposes, applicants may submit social security numbers in a separate document.);
12. Number of beds;
13. Signature(s) of:
  - a. The owner, if the applicant is an individual or partnership;
  - b. Two of its members, if the applicant is a limited liability company;
  - c. Two of its officers, if the applicant is a corporation; or
  - d. The head of the governmental unit having jurisdiction over the facility to be licensed, if the applicant is a governmental unit;
14. Copy of the registration as a foreign corporation filed with the Nebraska Secretary of State, if applicant is a foreign corporation;
15. Schematic plans;
16. For new construction, construction plans completed in accordance with the Engineers and Architects Regulation Act, Neb. Rev. Stat. §§ 81-3401 to 81-3455. Construction plans and description must include the following:
  - a. Project name; description of the project with quantity and floor area information on bed, bathing, toileting, dining, and activity locations, and building systems; street address; and contact person;
  - b. Site plan, floor plans, elevations, wall and building sections, construction details, plumbing and electrical diagrams, and construction component schedules;

- c. Complete list of names, titles, and telephone numbers of other authorities reviewing or inspecting the construction;
  - d. Upon Department request, any additional information that may be required for review, such as structural and mechanical calculations, electrical system calculations, and product and equipment information; and
  - e. Certification, if any, from a licensed architect or engineer that the construction plan and any revisions thereof meet the requirements of 175 NAC 17-007;
17. Planned occupancy date;
  18. Copies of zoning approval from the relevant jurisdiction;
  19. Occupancy certificates issued by the State Fire Marshal or delegated authority; and
  20. Required licensure fee specified in 175 NAC 17-004.09.