**Policy**

It is a policy of the Bureau of Services to the Blind and Visually Impaired (BSBVI) to allow previously licensed Operators to return to the program if it is determined that they possess the skills and abilities to successfully manage a facility.

**Procedure**

This procedure outlines the evaluation process to be followed by BEN staff following a written request by a previously licensed Operator to be reinstated into the BEN program. If the licensee has not operated a facility for twelve months, an assessment must be completed prior to reissuing the license. The assessment may include:

1. A background check consisting of a report on the candidate’s 3 year work and residence history and criminal record, including outstanding warrants;
2. A credit check;
3. Submission to the Program Chief a reinstatement letter which includes the rationale for the request citing any conditions that may have changed since the license was surrendered;
4. A summary report by BEN staff regarding the operator’s performance history and previous corrective action;
5. An interview with the Program Chief and a member of the Nevada Committee of Blind Vendors;
6. Determination by the Program Chief of whether or not the license will be reinstated and any conditions included therein (covering such issues as loan repayments, and other fiscal or operating concerns); and
7. Completion of reports required for issuance of a license (NAC 426.115).

Failure to sign a consent for the release of confidential information will nullify the

reinstatement application.