

Virginia Department of Social Services (VDSS) Division of Licensing

Revised Instructions for VELA ALF Initial Applications

Below are revisions to the requirements found in VELA for ALF Initial Applications.

Rules, Requirements, or Policies and Procedures

The VELA application currently states the applicant is to submit “a copy of all the rules, requirements, policies and procedures of the ALF”.

Only a copy of all rules, requirements, or policies and procedures of the assisted living facility **required by the regulations** need to be submitted.

Staff Information Sheet

The link in VELA to the Staff Information Sheet should not be used. The revised Staff Information Sheet listed under Initial Application on the website should be the version uploaded.