

## **Directions and Support for DVACO Preferred SNF Network Application**

## October 1, 2018

## **APPLICATION FORM**

 The application form is to be completed online. The form can be found at the following link:

https://fs26.formsite.com/DVACO/SNF-Application-Form/index.html

- Once the form is accessed, please complete a User ID and Password! Please, <u>Do this first!</u> This will allow you to save responses, edit, and return to the document as many times as needed. The "save" button is located at the end of the application. Please utilize one UserID and Password for your respective SNF.
- Information submitted for your facility is secure and may not be viewed by other facilities.
- Once you have completed the form you may sign and SUBMIT. The SUBMIT button is also located at the bottom of the application. Please do not SUBMIT until you have completed and reviewed your application.
- A signature is required from the administrator or responsible officer for your Skilled Nursing Facility. The computer mouse is used to sign the application.

If you need assistance with the form, please contact Riosg@DVACO.org.

Thank you,

Beth Souder, MSPT, PT

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