

# **NevadaLockbox.nv.gov**



## **Protecting Your Wishes**

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for Southern Nevada

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# What is the Nevada Lockbox?

- A no-cost safe electronic repository to store advance directives for healthcare and guardianship nominations
- Accessible only by you, your designees, and Authorized Entities

# What is the Nevada Lockbox?

- Established 2007 by Nevada Legislature amending NRS 449 – Medical Facilities and Other Related Entities

# What is the Nevada Lockbox?

- Required Secretary of State to establish and maintain the Registry of Advance Directives for Health Care on website

# What is the Nevada Lockbox?

- 2009 – Legislation to establish the Nevada Lockbox: an electronic registry maintained on the Internet to securely file the advance directives established in 2007

# What is the Nevada Lockbox?

- But also to store “other documents” people may wish to file, such as a will

# What is the Nevada Lockbox?

- The Lockbox was initially promoted as the “Living Will Lockbox” and used primarily to file advance directives for healthcare

# What is the Nevada Lockbox?

- 2017 – Senate Bill 229 added the filing of a Nomination of Guardianship to the Lockbox



# What is the Nevada Lockbox?

The Nevada Lockbox is one virtual filing repository with two registries:

- Advance Directive Registry
- Guardianship Registry

# Filing in the Nevada Lockbox

Advance Directive Registry  
requires

- Registration Agreement and
- Copy of the advance directive documents to be filed

# Filing in the Nevada Lockbox

- The Guardianship Registry requires the filing of the mandatory form, with witness signatures and notary acknowledgement

# Who has access to the Lockbox?

- The Registrant
- Registrant's designees
- Authorized Entities

# Who has access to the Lockbox?

- Registration Agreement asks to name Primary Contact
- Asks if contact is authorized access to advance directive in emergency

# Who has access to the Lockbox?

- **An Authorized Entity** is an individual or organization that the Lockbox has given permission to access the registry

# Who has access to the Lockbox?

- Authorized Entities for the **Advance Directive Registry** are providers of healthcare registered with the program

# Who has access to the Lockbox?

- Lockbox program for Advance Directive Registry has an application process for a provider of healthcare to become an Authorized User



# Who has access to the Lockbox?

- Administrative Contact manages the organization's access to the Advance Directive Registry
- Ensures compliance with all policies and procedures for use of the Lockbox

# Who has access to the Lockbox?

- Authorized Entities for the **Guardianship Registry** are the District Courts of the State of Nevada
- Law Enforcement

# Who has access to the Lockbox?

- NRS 225.380 – Restrictions upon access to individual lockboxes within the registry

# What is an Advance Directive?

- Instructions on a document that allows a person to express his or her wishes about end-of-life medical care

# What is an Advance Directive?

- Living Will
- Durable Power of Attorney for Healthcare Decisions
- Provider Order for Life-Sustaining Treatment (POLST)
- Do Not Resuscitate orders (DNRs)

# Advance Directive for Psychiatric Care

- New 2017 Legislation: Senate Bill 50 established the Advance Directive for Psychiatric Care
- Authorizes to be filed in the Nevada Lockbox

# Advance Directive for Psychiatric Care

- To direct a physician or other provider of healthcare in the event the person is incapable of making or communicating decisions regarding psychiatric care

# How Do I Create an Advance Directive?

- Attorney assistance or Physician (POLST)
- Online Resources:
  - Southern Nevada Senior Law Program [www.snslp.org/](http://www.snslp.org/)
  - Nevada Center for Health Ethics & Policy [www.nvlivingwill.com/](http://www.nvlivingwill.com/)
  - Nathan Adelson Hospice [www.nah.org/](http://www.nah.org/)
  - AARP [http://assets.aarp.org/external\\_sites/caregiving/end/index.html](http://assets.aarp.org/external_sites/caregiving/end/index.html)



# How Do I Register with the Advance Directive Registry?

- Complete Registration Agreement
- Form online at [www.NevadaLockbox.nv.gov](http://www.NevadaLockbox.nv.gov)
- Or contact our office  
(800) 450-8594 option#8

# How Do I Register with the Advance Directive Registry?

- Complete the Registration Agreement form
- Fax to (775) 684-7177 or mail signed registration agreement form along with a copy of your advance directives

# How Do I Register with the Advance Directive Registry?

- Documents are scanned and electronically stored in a secure repository
- Registrant will receive a confirmation letter with a wallet card

# How Do I Register with the Advance Directive Registry?

- May file a “Locator Form” instead of filing actual documents
- Only states the location of where you have stored your documents
- No documents are attached

# How Secure is the Lockbox?

- Access protected by password
- Only you, your designated representative, or an Authorized Entity (registered medical provider) can access

# How Secure is the Lockbox?

- You choose who you notify – family, friends, attorney, executor, estate planner – of access information

# Can I update or make changes to my Advance Directive?

- One you file, you may withdraw or amend documents
- May withdraw from the Lockbox entirely

# Can I update or make changes to my Advance Directive?

- You can revoke, replace or delete all of the documents stored as well as update your Registration Agreement
- However, any changes to actual advance directives must be made by the attorney, physician or agency that assisted you in creating those documents.



# Can I update or make changes to my Advance Directive?

- Must submit “Authorization to Change Documents” form to add, replace, or withdraw documents
- “Authorization to Change” form to make modifications to registrant information, withdraw from Registry, and revoke documents filed

# Can I update or make changes to my Advance Directive?

- All forms available on Secretary of State website: [www.nvsos.gov](http://www.nvsos.gov)
- Select “Online Services”
- Select “Nevada Lockbox”
- Select “Forms & Resources”

# Nevada Lockbox Today

- Active Registrants 15,221
- Advance Directive Registrants 14,352
- Guardianship Registrants 1,238
- Authorized Entities 79

# Nevada Lockbox Information

- Secretary of State website: [www.nvsos.gov](http://www.nvsos.gov) select “Online Services”
- E-mail [Lockbox@nvsos.nv.gov](mailto:Lockbox@nvsos.nv.gov)
- Telephone (702) 486-2887