

Congratulations, you have been approved to enter the Legislative Building on \_\_\_\_\_.

### **Step One: Entrance Badge Required**

Before entering the Legislative Building, you must receive a stick-on badge from an LCB staff person who will be located at the mobile site across Fifth Street from the Legislative Building.

To receive the stick-on badge you must:

1. If you are not fully vaccinated, make an appointment to receive a free COVID-19 test for the day you wish to enter the building. Making an appointment for a COVID test is quick and easy:

- (a) Create an account using NIC's Gov2Go platform [here](#).
- (b) Set your primary location to Nevada.
- (c) Select the "Enroll" button and enter the access code of "NVLegTesting."
- (d) Complete the registration form and schedule your appointment.

Once registered, you may make an appointment for the test. Testing is available from 8 a.m. until 2 p.m. Mondays, Tuesdays, Thursdays and Fridays and until 6 p.m. on Wednesdays. Testing must occur on the date you wish to enter the building. Please wait for your test results, which takes about 15 minutes, but sometimes can take longer. There is a tent where you can be seated while you wait with restrooms available outside the tents. You will receive notification of the test result by email. If you do not have a cellular phone or other device by which to receive the email, please let the person conducting the test know and they will inform the LCB staff person when your test result is available. When received, take the test results to the LCB staff person who will provide the badge required to enter the building. If your test result is positive, however, the Chief HR Counsel for the Legislative Counsel Bureau will be notified and will contact you with the next steps, will assist with any issues relating to presenting or testifying on that day and will help with arrangements for entering the Legislative Building on another day.

2. If you are fully vaccinated, instead of testing, you may submit your vaccination information to be verified. To do this, you may email your first name, last name, date of birth and phone number to be verified by the Department of Health and Human Services at [dcrowell@health.nv.gov](mailto:dcrowell@health.nv.gov) Information must be received by not later than 4:00 p.m. the day before you wish to enter the Legislative Building. Alternatively, there will be someone from the Department of Health and Human Services at the mobile site during the same hours as testing who can verify your vaccination status on site. If the information is verified via email, you may pick up a stick-on badge at the mobile testing area by providing your name to the person distributing badges. If your information is verified on-site, you will receive the badge after the information is verified. Once verified, your name will be provided to Risa Lang, Chief HR Counsel for LCB so that if you receive permission to enter the building on other dates, you will not need to have the information verified another time. If for any reason your vaccine information cannot be verified, you will be required to go to the testing location to be tested for

COVID-19. In that case, you may be tested without an appointment and will be required to demonstrate a negative test result before entering the Legislative Building.

If you have difficulty making an appointment or have questions relating to this process, you may contact Risa Lang, Chief Human Resources Counsel, at (775) 684-6834.

**Step Two: Enter through one of the Metal Detectors**

After you receive the stick-on badge, you may proceed directly to the front (West side) of the Legislative Building or to the garage area (immediately across from the East entrance to the Legislative Building) to pass through a metal detector. If you pass through the metal detector located in the garage area, you will receive a ticket to enter the building after you pass through the metal detector.

If you are authorized to enter the building and wish to enter the building after hours, you may do so if you have your vaccine verified in advance or have been issued a badge earlier that day. After hours, you may enter through the East entrance to the building and if you have not yet received a badge, you may receive a badge from the Legislative Police if your vaccine status has been verified. You will also be wanded by the Legislative Police if the metal detectors are no longer in service that day.

Your stick-on badge is valid for entry into the Legislative Building for the entire legislative day on which it is issued. You may re-enter the building if you leave, but you must pass through the metal detector each time you enter the building.