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# Arizona Administrative REGISTER

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## NOTICES OF SUBSTANTIVE POLICY STATEMENT

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The *Administrative Procedure Act* (APA) requires the publication of Notices of Substantive Policy Statement issued by agencies (A.R.S. § 41-1013(B)(9)).

Substantive policy statements are written expressions which inform the general public of an agency's current approach to rule or regulation practice.

Substantive policy statements are advisory only. A substantive policy statement does not include internal procedural documents that only affect an agency's

internal procedures and does not impose additional requirements or penalties on regulated parties or include confidential information or rules made in accordance with the APA.

If you believe that a substantive policy statement does impose additional requirements or penalties on regulated parties, you may petition the agency under A.R.S. § 41-1033 for a review of the statement.

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### NOTICE OF SUBSTANTIVE POLICY STATEMENT BOARD OF NURSING

[M19-83]

1. **Title of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**  
Revised Guidelines and Criteria for Executive Director or Designee Closing Of Complaints Resolved Through Settlement
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
November 19, 2009; rev May 21, 2013; rev January 31, 2014, rev July 26, 2019
3. **Summary of the contents of the substantive policy statement:**  
Intent is to promote more efficient resolution that are resolved through settlement that is consistent with prior Board decisions and actions.
4. **Federal or state constitutional provision; federal or state statute, administrative rule, or regulation; or final court judgment that underlies the substantive policy statement:**  
A.R.S. § 32-1667. Violations: classification
5. **A statement as to whether the substantive policy statement is a new statement of a revision:**  
Revision to revised policy dated January 31, 2014
6. **The name, address, and telephone number of the person to whom questions and comments about the policy statement may be directed:**  
Name: Joey Ridenour, Executive Director, MN, RN, FAAN  
Address: State Board of Nursing  
1740 W. Adams St., Suite 2000  
Phoenix, AZ 85007-2607  
Telephone: (602) 771-7801  
E-mail: [jridenour@azbn.gov](mailto:jridenour@azbn.gov)
7. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**  
Copies of this policy statement may be obtained at no cost via e-mail to the person listed above or on the Board website [www.azbn.gov/laws-and-rules](http://www.azbn.gov/laws-and-rules). Hard copies may be obtained by contacting the person listed above for \$0.25 per page.

### NOTICE OF SUBSTANTIVE POLICY STATEMENT BOARD OF OSTEOPATHIC EXAMINERS IN MEDICINE AND SURGERY

[M19-84]

1. **Title of the Substantive Policy Statement and the substantive policy statement number by which the substantive policy statement is referenced:**  
19-01 "Board Certified in Pain"
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
August 10, 2019
3. **Summary of the contents of the substantive policy statement:**  
A.R.S. § 32-3248.01 specifies that health professionals, who believe a patient should be prescribed more than ninety (90) morphine milligram equivalents per day, must first consult with an allopathic or osteopathic physician who is board-certified in pain. The substantive policy clarifies the Board's definition of "board-certified in pain."



- 4. **Federal or state constitutional provision; federal or state statute, administrative rule, or regulation; or final court judgment that underlies the substantive policy statement:**  
A.R.S. § 32-3248.01
- 5. **A statement as to whether the substantive policy statement is a new statement or a revision:**  
New statement
- 6. **The agency contact person who can answer questions about the substantive policy statement:**  
Name: Justin Bohall  
Address: Board of Osteopathic Examiners in Medicine and Surgery  
1740 W. Adams St., Suite 2410  
Phoenix, AZ 85007  
Telephone: (602) 771-2522  
E-mail: [Justin.Bohall@azdo.gov](mailto:Justin.Bohall@azdo.gov)  
Website: [www.azdo.gov](http://www.azdo.gov)
- 7. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**  
A person may obtain a copy of the substantive policy statement by contacting the individual listed in item 6, or visiting the Board’s website at [www.azdo.gov](http://www.azdo.gov).

**NOTICE OF SUBSTANTIVE POLICY STATEMENT  
BOARD OF OSTEOPATHIC EXAMINERS IN MEDICINE AND SURGERY**

[M19-85]

- 1. **Title of the Substantive Policy Statement and the substantive policy statement number by which the substantive policy statement is referenced:**  
19-02 Acceptable Courses in Accordance with A.R.S. § 32-3248.02 and A.A.C. R4-22-207(A)(3).
- 2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
August 10, 2019
- 3. **Summary of the contents of the substantive policy statement:**  
A.R.S. § 32-3248.02 specifies that health professionals must complete a minimum number of hours of Continuing Medical Education that is opioid-related, substance use disorder-related, or addiction-related each renewal period. The substantive policy clarifies the Category of courses that meet this requirement.
- 4. **Federal or state constitutional provision; federal or state statute, administrative rule, or regulation; or final court judgment that underlies the substantive policy statement:**  
A.R.S. § 32-3248.02
- 5. **A statement as to whether the substantive policy statement is a new statement or a revision:**  
New statement
- 6. **The agency contact person who can answer questions about the substantive policy statement:**  
Name: Justin Bohall  
Address: Board of Osteopathic Examiners in Medicine and Surgery  
1740 W. Adams St., Suite 2410  
Phoenix, AZ 85007  
Telephone: (602) 771-2522  
E-mail: [Justin.Bohall@azdo.gov](mailto:Justin.Bohall@azdo.gov)  
Website: [www.azdo.gov](http://www.azdo.gov)
- 7. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**  
A person may obtain a copy of the substantive policy statement by contacting the individual listed in item 6, or visiting the Board’s website at [www.azdo.gov](http://www.azdo.gov).

**NOTICE OF SUBSTANTIVE POLICY STATEMENT  
BOARD OF OSTEOPATHIC EXAMINERS IN MEDICINE AND SURGERY**

[M19-86]

- 1. **Title of the Substantive Policy Statement and the substantive policy statement number by which the substantive policy statement is referenced:**  
20-01 Determination of Residence for Licensure Applicant submitted pursuant to A.R.S. § 32-4302.
- 2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
August 10, 2019
- 3. **Summary of the contents of the substantive policy statement:**  
A.R.S. § 32-4302 specifies that a person who meets the specified requirements may be issued a license from the Board using the Application Process termed “Universal Licensing Recognition”. The substantive policy specifies what evidence may be submitted



to the Board to provide proof of established residence in Arizona.

**4. Federal or state constitutional provision; federal or state statute, administrative rule, or regulation; or final court judgment that underlies the substantive policy statement:**

A.R.S. § 32-4302

**5. A statement as to whether the substantive policy statement is a new statement or a revision:**

New statement

**6. The agency contact person who can answer questions about the substantive policy statement:**

Name: Justin Bohall  
Address: Board of Osteopathic Examiners in Medicine and Surgery  
1740 W. Adams St., Suite 2410  
Phoenix, AZ 85007  
Telephone: (602) 771-2522  
E-mail: [Justin.Bohall@azdo.gov](mailto:Justin.Bohall@azdo.gov)  
Website: [www.azdo.gov](http://www.azdo.gov)

**7. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**

A person may obtain a copy of the substantive policy statement by contacting the individual listed in item 6, or visiting the Board's website at [www.azdo.gov](http://www.azdo.gov).

**NOTICE OF SUBSTANTIVE POLICY STATEMENT  
BOARD OF PSYCHOLOGIST EXAMINERS**

[M19-87]

**1. Title of substance policy statement and policy number:**

Title: Determination of Residence  
Policy Statement #: SP.08-19

**2. Issue/Effective date:**

August 27, 2019

**3. Summary of the contents of the substantive policy statement:**

The substantive policy statement addresses the residence requirements for applicants applying for licensure by universal recognition, pursuant to A.R.S. § 32-4302.

**4. Federal or state statute that underlies the substantive policy statement:**

A.R.S. § 32-4302

**5. Statement as to whether the substantive policy statement is a new statement or revision:**

This is a new substantive policy statement.

**6. Agency contact person who can answer questions about the substantive policy statement:**

Name: Jennifer Michaelsen, Interim Executive Director  
Address: Board of Psychologist Examiners  
1740 W. Adams St., Suite 3403  
Phoenix, AZ 85007  
Telephone: (602) 542-8159  
Fax: (602) 542-8279  
E-mail: [jennifer.michaelsen@psychboard.az.gov](mailto:jennifer.michaelsen@psychboard.az.gov)  
Website: <https://psychboard.az.gov/>

**7. Where to obtain a copy and the costs for obtaining the policy statement:**

Copies of the substantive policy statement are available, at no charge, from 8:00 a.m. until 5:00 p.m., Monday through Friday, at the Arizona Board of Psychologist Examiners, located at 1740 W. Adams, Suite 3403, Phoenix AZ 85007, or on the Board's website at <https://psychboard.az.gov/>