

NOTICES OF SUBSTANTIVE POLICY STATEMENTS

The Administrative Procedure Act requires the publication of substantive policy statements issued by agencies (A.R.S. § 41-101(B)(14)). Substantive Policy Statements are written expressions which inform the general public of an agency's current approach to rule or regulation practice. Substantive policy statement does not include internal procedural documents which may only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties in accordance with A.R.S. Title 41.

NOTICE OF SUBSTANTIVE POLICY STATEMENT

ARIZONA DEPARTMENT OF INSURANCE

1. **Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**
Arizona's New Continuing Education Law (Circular Letter 1998-4)
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**
July 20, 1998
3. **Summary of the contents of the substantive policy statement:**
The circular letter identifies those classes of licenses affected by the new laws, describes the new laws, notifies licensees that the Department will use a survey to determine the approximate number of people who will be impacted by the legislation, and describes the Continuing Education Review Committee.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**
This is a new statement.
5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**
Name: Lisa Block
Address: Arizona Department of Insurance
2910 North 44th Street, Suite 210
Phoenix, Arizona 85251
Telephone: (602) 912-8456
Fax: (602) 912-8452
6. **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 may be obtained from the internet at <http://www.state.az.us/id> or from the person listed in question #5 at a cost of .25 cents per page.