

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 AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF INSURANCE

1. **Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**
Lost Cost Filings. (Circular Letter 1999-6).
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**
August 2, 1999.
3. **Summary of the contents of the substantive policy statement:**
This circular letter rescinds the Department's June 1, 1999, memorandum and Circular Letter 1998-8 to the extent it suggests that insurers may not nonadopt or delay adoption of loss cost filings by rate service organizations.
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: Vista Thompson Brown
Address: Arizona Department of Insurance
2910 N. 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:**
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 for 25¢ per page.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

BOARD OF MEDICAL EXAMINERS

1. **Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**
Guidelines for Delegating Authority to the Executive Director Allowing the Executive Director to Require Evaluations and Investigational Interviews. (SPS #8)
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**
Adopted by the Board July 28, 1999; originally published August 27, 1999.
3. **Summary of the contents of the substantive policy statement:**
Guidelines describing the circumstances of use for the Executive Director to require evaluations or investigational interviews which assist in information gathering.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**
This is a new statement.

Notices of Substantive Policy Statements

5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**

Name: Eric Nickell, Policy Development and External Relations Administrator
Address: Arizona Board of Medical Examiners
1651 East Morten Avenue, Suite 210
Phoenix, Arizona 85020
Telephone: (602) 255-3751

6. **Information about where a person may obtain a copy of the substantive policy statement:**

Available from the Board of Medical Examiners for a .25¢ per page copying cost.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

BOARD OF MEDICAL EXAMINERS

1. **Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Guidelines for Delegating Authority to the Executive Director to Refer Cases to the Board for a Formal Interview. (SPS #9)

2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

Adopted by the Board July 28, 1999; originally published August 27, 1999.

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

Guidelines describing the circumstances of use for the Executive Director to refer cases directly to a formal interview on a future Board meeting agenda.

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:**

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1651 East Morten Avenue, Suite 210
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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

BOARD OF MEDICAL EXAMINERS

1. **Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Guidelines for Delegating Authority to the Executive Director to Grant Uncontested Requests for Inactive Status and Cancellation of a License. (SPS #10)

2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

Adopted by the Board July 28, 1999; originally published August 27, 1999.

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

Guidelines describing the circumstances of use for the Executive Director to grant uncontested requests for inactive status and cancellation of a license pursuant to A.R.S. §§ 32-1431 and 32-1433.

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

This is a new statement.

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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

BOARD OF MEDICAL EXAMINERS

1. **Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Guidelines for Delegating Authority to the Executive Director to Enter into a Consent Agreement. (SPS #11)

2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

Adopted by the Board July 28, 1999; originally published August 27, 1999.

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

Guidelines describing the circumstances of use for the Executive Director to enter into a consent agreement if there is evidence of danger to the public health and safety.

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:**

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1651 East Morten Avenue, Suite 210
Phoenix, Arizona 85020
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6. **Information about where a person may obtain a copy of the substantive policy statement:**

Available from the Board of Medical Examiners Licensing Department for a .25¢ per page copying cost.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

BOARD OF MEDICAL EXAMINERS

1. **Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Guidelines for Delegating Authority to the Executive Director to Close Cases Resolved through Mediation. (SPS #12)

2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

Adopted by the Board July 28, 1999; originally published August 27, 1999.

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

Guidelines describing the circumstances of use for the Executive Director to close cases resolved through mediation.

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

This is a new statement.

Notices of Substantive Policy Statements

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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

BOARD OF MEDICAL EXAMINERS

1. **Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Guidelines for Delegating Authority to the Executive Director to Directly Refer Cases to a Formal Hearing. (SPS #13)

2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

Adopted by the Board July 28, 1999; originally published August 27, 1999.

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

Guidelines describing the circumstances of use for the Executive Director to directly refer cases to a formal hearing if evidence warrants suspension or revocation. In this delegation of authority, the term "cases" signifies only subsequent cases, that is, those cases which, because of their relevance to the original case, become additional evidence in a complaint filed by the board against a licensee.

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

This is a new statement.

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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

BOARD OF MEDICAL EXAMINERS

1. **Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Guidelines for Delegating Authority to the Executive Director to Dismiss Complaints. (SPS #14)

2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

Adopted by the Board July 28, 1999; originally published August 27, 1999.

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

Guidelines describing the circumstances of use for the Executive Director to dismiss complaints that do not involve medical incompetence.

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

Arizona Administrative Register
Notices of Substantive Policy Statements

This is a new statement.

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NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT
BOARD OF MEDICAL EXAMINERS

1. **Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**
Guidelines for Delegating Authority to the Executive Director to Deny Licenses. (SPS #15)
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**
Adopted by the Board July 28, 1999; originally published August 27, 1999.
3. **Summary of the contents of the substantive policy statement:**
Guidelines describing the circumstances of use for the Executive Director to deny licenses if applicants do not meet the requirements of law.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**
This is a new statement.
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