

NOTICES OF AGENCY GUIDANCE DOCUMENTS

The Administrative Procedure Act requires the publication of guidance documents and substantive policy statements issued by agencies (A.R.S. § 41-1013(B)(14)). Substantive policy statements and guidance documents are written expressions which inform the general public of an agency's current approach to rule or regulation practice. A substantive policy statements 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 GUIDANCE DOCUMENT

DEPARTMENT OF HEALTH SERVICES

- Title of the guidance document and the guidance document number by which the document is referenced:**
Arizona Cancer Registry Coding Handbook (GD-014-PHS-PHT)

This handbook includes: Standards of the Commission on Cancer, Volume I and II and the Arizona Cancer Registry Supplement.
- Date of the publication of the guidance document and the effective date of the document if different from the publication or issuance date:**
Standards of the Commission on Cancer, Volume I published January 1996
Standards of the Commission on Cancer, Volume II published January 1996, Supplement published January 1998
Arizona Cancer Registry Supplement, First Edition published January 1998
- Summary of the contents of the guidance document:**
The handbook is a description of coding and abstracting procedures for reporting facilities and Cancer Registry personnel to report cancer cases.
- A statement as to whether the guidance document is a new document or a revision:**
The document is a revision. The Arizona Cancer Registry Coding Handbook and Procedure Manual previously filed was published November 1992 and was effective January 1, 1993. Since then there have been several revisions to this manual. This current guidance document is the updated version.
- The name, address, and telephone number of the person to whom questions and comments about the guidance document may be directed:**
Name: Georgia Armenta Yee, Office Chief

Address: Office of Health Registries
Department of Health Services
2700 N. 3rd Street, Suite 4075
Phoenix, Arizona 85004

Telephone: (602) 542-7308
Fax: (602) 542-7362
- Information about where a person may obtain a copy of the guidance document and the costs for obtaining the document:**
Information about or a copy of the document can be requested from the above address or telephone number at no cost.

NOTICE OF AGENCY GUIDANCE DOCUMENT

DEPARTMENT OF HEALTH SERVICES

- Title of the guidance document and the guidance document number by which the document is referenced:**
ADHS Case Definitions for Public Health Surveillance (GD-012-PHS-EDC)
- Date of the publication of the guidance document and the effective date of the document if different from the publication or issuance date:**
Published April 1991, revised May 1999

Arizona Administrative Register
Notices of Guidance Documents

3. Summary of the contents of the guidance document:

This manual provides a listing of definitions, report forms, and the Arizona Administrative Code for notifiable infectious diseases, lead poisoning, pesticide poisoning, and pesticide related illness. Sample forms are also included.

4. A statement as to whether the guidance document is a new document or a revision:

The document is a revision.

5. The name, address, and telephone number of the person to whom questions and comments about the guidance document may be directed:

Name: Ken Komatsu, Manager

Address: Bureau of Epidemiology and Disease Control Services
Department of Health Services
Infectious Disease Epidemiology Section
3815 N. Black Canyon Highway
Phoenix, Arizona 85015

Telephone: (602) 230-5932

6. Information about where a person may obtain a copy of the guidance document and the costs for obtaining the document:

Information about or a copy of the document can be requested from the above address or telephone number. A copy, without binder, will require the fee of \$5.00 each and one week for preparation.