

NOTICES OF SUBSTANTIVE POLICY STATEMENTS

The Administrative Procedure Act requires the publication of substantive policy statements issued by agencies (A.R.S. § 41-1013(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 statements are advisory only. A substantive policy statement does not include internal procedural documents that only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties or include confidential information or rules made in accordance with the Arizona Administrative Procedure Act. 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.

NOTICE OF SUBSTANTIVE POLICY STATEMENT

BOARD OF NURSING

[M10-392]

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

Guidelines for Requesting Respondent's Medical Records and Medical Information via Subpoena or Written Request

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

September 23, 2010

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

This policy statement describes the board process for requesting medical records and medical information via subpoena or written request, in accordance with A.R.S. § 32-1664(A)(4)(a) and (b).

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

This is a revised policy 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: Valerie Smith RN, MS, Associate Director of Investigations and Compliance

Address: Board of Nursing
4747 N. 7th St., Suite 200
Phoenix, AZ 85014

Telephone: (602) 771-7804

Fax: (602) 771-7888

E-mail: vsmith@azbn.gov

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 statement may be obtained at no cost via e-mail to the person listed above or on the Board web site: www.azbn.gov. Hard copies may be obtained by contacting the person listed above for \$0.25 per page.