

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 APPRAISAL

[M10-437]

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

Guidelines for Evaluating Complex Experience From Applicants Seeking Certification as a Certified Residential Appraiser.

Arizona Board of Appraisal Substantive Policy Statement #6

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 expresses the need for the inclusion of at least two reports classified as "complex" as defined by A.R.S. § 32-3601(10) to be submitted with an application for Certified Residential Appraiser. It also explains that the requirement that a Certified Residential Appraiser possess the advanced technical ability and experience to competently complete a "complex" assignment in the residential one to four unit classification is implicit in the definition of State Certified Residential Appraiser as defined by A.R.S. § 32-3612(A)(2).

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

This is a new policy statement of an in place procedure.

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

Name: Dan Pietropaulo, Executive Director

Address: 1400 W. Washington St., Suite 260
Phoenix, AZ 85007

Telephone: (602) 542-1593

Fax: (602) 542-1598

E-mail: daniel.pietropaulo@appraisal.state.az.us

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.appraisal.state.az.us. Hard copies may be obtained from the person listed above for \$0.25 per page.

NOTICE OF SUBSTANTIVE POLICY STATEMENT

BOARD OF MASSAGE THERAPY

[M10-436]

- 1. Title of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**
SP-MT-002, Clarification of the term “supervised instruction” for purposes of A.R.S. § 32-4222, Qualifications for Licensure
- 2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**
October 25, 2010
- 3. Summary of the contents of the substantive policy statement:**
The substantive policy statement clarifies that supervised instruction includes two types of instruction: classroom and clinical. The policy states how the requirements in A.A.C. R4-15-101 are applied for classroom and clinical instruction and clarifies that classroom training may be provided in a classroom or distance learning format.
- 4. A statement as to whether the substantive policy statement is a new statement or a revision:**
This is a new substantive 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: Kathleen Phillips, Deputy Director
Address: 1400 W. Washington St., Suite 300
Phoenix, AZ 85007
Telephone: (602) 542-8604
Fax: (602) 542-8804
E-mail: kathleen.phillips@massageboard.az.gov
- 6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**
A free copy of the substantive policy statement may be obtained from the Arizona State Board of Massage Therapy, 1400 W. Washington St., Suite 300, Phoenix, AZ 85007 or on the Board’s web site at www.massageboard.az.gov.