



## NOTICE 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.

Substantive policy statements and agency guidance documents do not include internal procedural documents which may only affect the internal procedures of the agency and do 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

[M15-74]

**1. Title of the guidance document and the guidance document number by which the document is referenced:**

GD-110-PHS-EMS: Controlled Substance Storage Security Guidance

**2. Date of the publication of the guidance document and the effective date of the document if different from the publication:**

Date of publication: May 8, 2015  
Effective date: May 1, 2015

**3. Summary of the contents of the guidance document:**

This guidance document provides technical assistance to the emergency medical services community to identify and discuss areas of vulnerability in the storage, use, administration, and maintenance of pre-hospital agents and controlled substances utilized by authorized emergency medical care technicians and emergency medical services provider organizations.

**4. Statement as to whether the guidance document is a new document or a revision:**

The guidance document is a new document.

**5. The agency contact person who can answer questions and comments about the agency guidance document:**

Name: Terry Mullins, Bureau Chief  
Address: Arizona Department of Health Services  
Bureau of Emergency Medical Services and Trauma System  
150 N. 18th Ave., Suite 540  
Phoenix, AZ 85007-3248

Telephone: (602) 364-3150  
Fax: (602) 364-3568  
E-mail: Terry.Mullins@azdhs.gov

or

Name: Jeff Bloomberg, Manager  
Address: Arizona Department of Health Services  
Office of Administrative Counsel and Rules  
1740 W. Adams, Suite 203  
Phoenix, AZ 85007

Telephone: (602) 542-1020  
Fax: (602) 364-1150  
E-mail: Jeff.Bloomberg@azdhs.gov

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

A copy of the guidance document is available, free of charge, from the Arizona Department of Health Services, Office of Administrative Counsel and Rules at the following web address: <http://www.azdhs.gov/ops/oacr/rules/guidance/index.php>. A copy of the guidance document may also be obtained from the Arizona Department of Health Services, Bureau of Emergency Medical Services and Trauma System, 150 N. 18th Avenue, Suite 540, Phoenix, AZ 85007, for 25 cents per page. Payment is accepted in cash or money order made payable to the Arizona Department of Health Services.