



STATE OF ARIZONA  
BOARD OF BEHAVIORAL HEALTH EXAMINERS  
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JANICE K. BREWER  
Governor

TOBI ZAVALA  
Executive Director

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**SUBSTANCE ABUSE CREDENTIALING COMMITTEE**  
**NOTICE OF AGENDA & PUBLIC MEETING**  
**Scheduled for October 16, 2014, at 9:00 AM**  
3443 North Central Avenue, Room 908, Phoenix, Arizona

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the general public and to members of the Substance Abuse Credentialing Committee that the Committee will hold a regular meeting open to the public on the date and at the time indicated above. (The meeting room is located on the 9<sup>th</sup> floor of the building.)

The Committee reserves the right to change the order of items on the agenda, except for those matters set for a specific time.

The Committee, upon majority vote of a quorum of the members, may hold an Executive Session on any item on the agenda, where applicable, for purposes of reviewing and considering confidential records, to obtain legal advice and/or to consider its position and instruct its attorneys pursuant to A.R.S. § 38-431.03(A)(2), (3) and (4). Executive Sessions are not open to the public.

Americans with Disabilities Act: Persons with a disability may request a reasonable accommodation, such as a sign language interpreter or a copy of this document in alternative format, by contacting Mary Wilson at 602-542-1832 or the TDD number at 800-367-8939.

The agenda for the meeting is as follows:

**1. Call to order**

**2. Roll call**

**3. Minutes: review, consideration and action.**

*A. September 18, 2014, general meeting minutes*

**4. Report from Chair**

The Committee may go into executive session to review and consider personnel records pursuant to A.R.S. §38-431.03(A)(1), to discuss confidential medical records pursuant to A.R.S. §38-431.03(A)(2) or to obtain legal advice pursuant to A.R.S. §38-431.03(A)(3).

**5. Report from the Executive Director and/or staff**

The Committee may go into executive session to review and consider personnel records pursuant to A.R.S. §38-431.03(A)(1), to discuss confidential medical records pursuant to A.R.S. §38-431.03(A)(2) or to obtain legal advice pursuant to A.R.S. §38-431.03(A)(3).

*A. General agency operations*

*B. Discussion regarding application review process requirements*

*C. Review, consideration, and possible action regarding SB1374 update*

*D. Review, consideration, and possible action regarding processes related to non-contemporaneous documentation*

**6. Board, committee and subcommittee reports (discussion and possible action)**

*A. Rules Subcommittee*

**7. National and regional trends and news regarding the profession(s)**

**8. Supervisor exemption requests: review, consideration and action**

The Committee may go into executive session to discuss confidential medical records pursuant to A.R.S. §38-431.03(A)(2) or obtain legal advice pursuant to A.R.S. Sec. 38-431.03(A)(3).

**9. Applications for renewal: review, consideration and action.**

**10. Consent agenda: review, consideration and action of requests for inactive status and deficiency extensions**

Any item on this consent agenda can be removed for independent discussion by committee members.

**11. Applications for inactive and exam extension requests: review, consideration and action**

**12. Applications for licensure: review, consideration and action.**

*Names of applicants to be reviewed are posted in the reception area of 3443 North Central, Suite 1700, Phoenix, AZ at least twenty-four (24) hours prior to the meeting*

The Board may go into executive session to discuss confidential medical records pursuant to A.R.S. §38-431.03(A)(2) or to obtain legal advice pursuant to A.R.S. §38-431.03(A)(3).

**13. Future agenda items**

**14. Call for public comment**

Those wishing to address the Committee do not need to request permission in advance; however, the Committee may limit those persons speaking during this time to a reasonable number on any given public matter. In addition, each person wishing to address the Committee will be given five (5) minutes to do so. Pursuant to A.R.S. § 38-431.01(H), the Committee can only take action on matters listed on the agenda. Action on public comment matters that are not listed on the agenda will be limited to directing staff to study the matter or to schedule the matter for further discussion at a later date.

**15. Establishment of future meeting dates**

*The next meeting is scheduled for November 20, 2014, at 9:00 a.m., at 3443 North Central Avenue, 9<sup>th</sup> floor conference room.*

**16. Adjournment**

October 8, 2014

Tobi Zavala  
Executive Director