



NOTICES OF SUBSTANTIVE POLICY STATEMENT

The Administrative Procedure Act (APA) requires the publication of Notices of Substantive Policy Statement 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 APA.

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**DEPARTMENT OF HEALTH SERVICES**

[M16-222]

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

SP-064-PHL-VRS: Clarification of a Procurement Organization as a "Responsible Person"

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

Date of issuance: September 23, 2016

Effective date: October 1, 2016

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

The purpose of this substantive policy statement is to notify the public of the Department's interpretation of the term "responsible person" as it applies to the completion and submission of information for the registration of a deceased individual's death, when a procurement organization is authorized to provide final disposition of human remains according to Arizona Revised Statutes (A.R.S.) § 36-844 or 36-849.

4. Federal or state constitutional provision; federal or state statute, administrative rule, or regulation; or final court judgment that underlies the substantive policy statement:

A.R.S. §§ 36-325, 36-831, 36-844, and 36-849

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

The substantive policy statement is a revised document. The substantive policy statement has been revised to update references and clarify the content of the substantive policy statement. The substantive policy has also been renamed from SP-064-PHS-VRS: Clarification of the Term "Responsible Person" to SP-064-PHL-VRS: Clarification of a Procurement Organization as a "Responsible Person" to reflect its contents and organizational changes within the Department.

6. The agency contact person who can answer questions about the substantive policy statement:

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7. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the statement:

The substantive policy statement is available, free of charge, on the Arizona Department of Health Services website at: <http://azdhs.gov/director/administrative-counsel-rules/rules/index.php#sps-licensing>. Copies of the substantive policy statement may also be obtained from the Arizona Department of Health Services, Division of Public Health Licensing, Bureau of Vital Records, 150 N. 18th Ave., Suite 550, 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.