



STATE OF ARIZONA
BOARD OF BEHAVIORAL HEALTH EXAMINERS
3443 NORTH CENTRAL AVENUE, SUITE 1700
PHOENIX, AZ 85012
PHONE: 602.542.1882 FAX: 602.364.0890
Board Website: www.azbbhe.us
Email Address: information@azbbhe.us

DOUGLAS A. DUCEY
Governor

TOBI ZAVALA
Executive Director

TEMPORARY LICENSE APPLICATION INSTRUCTIONS

I. Eligibility for a Temporary License

1. You must have already submitted an application for a license by examination or a license by endorsement to be eligible for a temporary license.
 - The Board shall issue a temporary license only in the same discipline for which application referenced above is made.
2. You must either:
 - a) Be currently licensed or certified by a state behavioral health regulatory entity

OR

 - b) Submit an application within 12 months of graduation from the education program submitted to meet licensure requirements and be approved for licensure pending passage of the required exam. **You are not eligible under this section if you have previously taken the required exam.**
3. You are not eligible for a temporary license if you:
 - a) Are the subject of a pending complaint or if you have had a license or certificate to practice a health care profession suspended or revoked by another state regulatory entity.
 - b) Have a criminal history or a history of disciplinary action by a state regulatory entity, unless Board approved.
 - c) Have been previously denied a license by the Board.

II. Practice Limitations for Temporary Licenses

If your request for a temporary license is approved, pursuant to A.A.C. R4-6-210, you shall not engage in the independent practice of behavioral health but rather, shall practice behavioral health only under direct supervision as prescribed in A.A.C. R4-6-211.

III. Fee

The temporary application fee of \$50 is non-refundable and can be paid by credit card on the Board's website, or by cashier's check or money order. Personal and business checks cannot be accepted.

IV. Additional Requirements and Restrictions for a Temporary License

The requirements and restrictions regarding temporary licenses are contained in A.A.C. R4-6-306. You will find the most current statutes and rules by visiting the Board's website at www.azbbhe.us.

PLEASE NOTE: If approved, temporary licenses will have an expiration date. If a temporary licensee withdraws their license application, fails to take or pass a required exam or is denied a license by examination or endorsement, the temporary license will expire and/or be immediately revoked.



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TEMPORARY LICENSE APPLICATION

Name _____

Social Security Number _____

Home Address _____

You must have already submitted an application for a license by examination or a license by endorsement to be eligible for a temporary license.

YES NO I have already submitted a licensure application.

YES NO I have previously taken an exam approved by the Board for licensure.

I am requesting a temporary license as follows (check one):

I am currently licensed or certified by a state behavioral health regulatory entity and I have submitted a verification of that license or certificate with my application.

OR

I submitted my licensure application within 12 months of graduation from the education program submitted to meet licensure requirements and my application is approved pending passage of the required exam. **I understand that I am not eligible if I previously took the required exam.**

AND

I am requesting a temporary license that requires prior Board approval under A.A.C. R4-6-306(B)(3) as follows:

YES NO I have a history of disciplinary action taken by a state behavioral health regulatory agency.

YES NO I have been arrested, charged with, convicted of, or pled nolo contendere to a criminal offense, other than a minor traffic violation (DUI history must be reported).

I certify under penalty of perjury that the above information and all supporting documents are true and accurate to the best of my knowledge.

 Signature of applicant

 Date signed

Office use only:

Background Criminal History F/P State Verification/Transcript Previously Denied Data Bank Exam: PASS / FAIL
 (Please circle one)

Credentialist's Initials: _____

Temporary License Expiration: 180 Days 1 Year

Processor's Initials: _____

Pursuant to A.R.S. § 41-1030, the following information must accompany all license applications.

41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

- A. A rule is invalid unless it is made and approved in substantial compliance with sections 41-1021 through 41-1029 and articles 4, 4.1 and 5 of this chapter, unless otherwise provided by law.
- B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.
- C. An agency shall not:
1. Make a rule under a specific grant of rulemaking authority that exceeds the subject matter areas listed in the specific statute authorizing the rule.
 2. Make a rule under a general grant of rulemaking authority to supplement a more specific grant of rulemaking authority.
- D. This section may be enforced in a private civil action and relief may be awarded against the state. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against the state for a violation of this section.
- E. A state employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the Agency's adopted personnel policy.
- F. This section does not abrogate the immunity provided by section 12-820.01 or 12-820.02.
- G. An agency shall prominently print the provisions of subsections B, D, E and F of this section on all license applications, except license applications processed by the corporation commission.
- H. The licensing application may be in either print or electronic format.