



## Arizona Board of Osteopathic Examiners In Medicine and Surgery

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### NOTICE REGARDING PUBLIC RECORDS REQUESTS

The staff has made every effort to interpret your request in a manner that provides the records of interest but the language of your request for public records may not correspond with the names or classifications of records used by the Arizona Board of Osteopathic Examiners.

Certain records or information you requested may have been redacted or withheld because various federal or state laws or court cases make those records or information confidential. Examples of redacted or withheld information include dates of birth, home addresses, social security numbers, birth certificates, investigative files and medical records. Some records may be marked “confidential” because at one time they were. At this time, they are no longer considered confidential and are considered public record.

If a disciplinary action was imposed against a physician, all final orders are copied and included, if requested. Copies of Board orders can also be read on the website, [www.azdo.gov](http://www.azdo.gov). If a case is pending for Administrative Hearing, the Complaint and Notice of Hearing or the Order of Summary Suspension may be requested. Exhibits from Administrative Hearings are provided only on specific request and only if they are deemed a public record.

Non-disciplinary actions do not appear on the Board’s website. If a non-disciplinary action was issued in the last five (5) years, a copy will be sent if specifically requested. If a complaint has been dismissed in the last five (5) years, a copy of the dismissal letter will be included if specifically requested. Requests for copies of all non-disciplinary actions and/or dismissal letters issued in the last five (5) years can be emailed to [questions@azdo.gov](mailto:questions@azdo.gov). Non-disciplinary actions and dismissals remain public record for five (5) years. After five (5) years, they are deleted from public record per A.R.S. § 32-1803(3).

Transcripts of hearings are not provided because the State of Arizona’s contract with court reporters requires transcripts be purchased directly from the court reporter. The Board does not routinely obtain transcripts of Investigative Hearings unless the Board has taken disciplinary action or if the case was moved to a formal Administrative Hearing (Office of Administrative Hearings). If the Board has a copy of the transcript, it is available for your review at the Board’s office. Please call in advance or provide a date and time on the public records request form so the specific record will be available upon your arrival. If no notice is given, anticipate a 30 minute minimum wait.

Minutes of meetings are provided pursuant to a request for a specific date of a meeting. Minutes will not be searched based on a name or a specific topic. You may read the minutes at the Board office dating back to 1942 and request copies of particular pages. Copies of minutes for meetings held during the last five (5) years are available on our website, [www.azdo.gov](http://www.azdo.gov).