

Explanation of Substantive Policy Statements

According to the Arizona Revised Statutes, a substantive policy statement is “a written expression which informs the general public of an agency's current approach to, or opinion of, the requirements of the federal or state constitution, federal or state statute, administrative rule or regulation, or final judgment of a court of competent jurisdiction, including, where appropriate, the agency's current practice, procedure or method of action based upon that approach or opinion. A substantive policy statement is advisory only. A substantive policy statement does not include internal procedural documents which only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties, confidential information or rules made in accordance with this chapter.” A.R.S. § 41-1001(22).

In other words, substantive policy statements are filed with the Secretary of State in order to provide notice to the public about how an agency handles certain legal requirements, but substantive policy statements do not impose additional requirements on the public. Currently, the Arizona State Board of Dental Examiners does not have any substantive policy statements on file with the Secretary of State.