

***Division of Licensing Services***  
***Office of Behavioral Health Licensing***

150 N. 18th Avenue, Suite 410  
Phoenix, Arizona 85007-3242  
(602) 364-2595  
(602) 364-4801 FAX

JANICE K. BREWER, GOVERNOR  
WILL HUMBLE, INTERIM DIRECTOR

Dear Applicant:

Enclosed is your renewal license application, which includes:

- An application for a Behavioral Health License
- Application instructions
- A Provider Application Checklist
- A License Fee Remittance form
- A Resource list
- A Program Description Checklist
- The Food Guide Pyramid

Reviewing these items can expedite the application review process and decrease the on-site survey time. If you have any questions regarding the application process or need clarification on rules, please call the surveyor of the day at 602-364-2595.

The Office of Behavioral Health Licensing encourages you to attend a provider education class. The information offered in this class can equip you with what you need to know so that you can accurately complete the application process and adequately prepare for your survey. The Office of Behavioral Health Licensing highly recommends this important training opportunity. Our next class will be held at:

Arizona Department of Health Services  
Division of Licensing Services  
150 N. 18<sup>th</sup> Ave.  
4<sup>th</sup> Floor  
Phoenix, AZ 85007

**YOU MUST CALL TO REGISTER: 602-364-2595**

Date and Time: \_\_\_\_\_

Thank you,  
Office of Behavioral Health Licensing