



Division of Public Health Services

Public Health Preparedness Services

Bureau of State Laboratory Services

Office of Laboratory Licensure and Certification

250 N. 17th Avenue
Phoenix, Arizona 85007
(602) 364-0720
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JANICE K. BREWER, GOVERNOR
WILL HUMBLE, DIRECTOR

SMALL BUSINESS BILL OF RIGHTS

The Department has been provided the legal authority pursuant to A.R.S. § 36-495.01 to license all environmental laboratories engaged in compliance testing. Pursuant to A.R.S. § 36-495.07, the Department may make an initial inspection, and thereafter an annual inspection, or an inspection on its own initiative or on the receipt of a written complaint to determine compliance with this chapter or rules adopted pursuant to this chapter.

Pursuant to A.A.C. R9-14-617, 1 & 2, "A licensee or applicant shall ensure that each record and report required to be maintained by this Article is available for inspection and copying by the Department during normal business hours. The Department is permitted to remove copied records and reports from a laboratory."

Pursuant to A.R.S. § 36-495.06(A and B), the Department shall charge and collect a nonrefundable fee for a regular or a renewal license to cover the cost to the Department to conduct an on-site inspection. All laboratories located outside of this state that perform compliance testing shall be licensed pursuant to this chapter and shall pay all applicable fees and are subject to the same investigatory and disciplinary powers of the Department pursuant to A.R.S. § 36-495.14(A). In addition, pursuant to A.A.C. R9-14-619 (B), "an out-of-state laboratory shall pay all actual expenses incurred by the Department as a result of its location."

Pursuant to A.R.S. § 41-1009, "on initiation of an inspection of any premises of a regulated person, an agency person or regulator shall provide the following in writing:"

1. The authority under the law given to the Department as provided above;
2. That an inspector must present photo identification on entry of the premises;
3. That the regulated person is afforded an opportunity to have an authorized on-site representative of the regulated person accompany the agency inspector or regulator on the premises, except during confidential interviews;
4. Inform each person interviewed during the inspection that statements made by the person may be included in the inspection report;
5. Under normal circumstances upon completion of the inspection, the inspector(s) will conduct an exit interview and informally disclose their findings. An inspection report or a status update letter will be sent to you within 30 working days of the completion of the inspection.
6. The name and telephone number of a contact person available to answer questions regarding the inspection [Steven Baker (602) 364-0735]; and
7. If you have question regarding an inspection, you may also contact the ADHS Ombudsman: Colby Bower, at 150 N. 18th Ave., Suite 500, Phoenix, Arizona 85007-3242, Phone: (602) 542-1062, E-mail: Colby.Bower@azdhs.gov. If you have an issue that cannot be resolved with the Department, you may contact the Office of Ombudsman-Citizens' Aide, 3737 N. St., Suite 209, Phoenix, Arizona 85014, Phone: (602) 277-7292.