

ARIZONA STATE VETERINARY MEDICAL EXAMINING BOARD

1740 W. ADAMS STREET, SUITE 4600
PHOENIX, AZ 85007
(602) 364-1738 ❖ Fax (602) 364-1039
VETBOARD.AZ.GOV

NOTICE OF INSPECTION RIGHTS - DISCLOSURE VERIFICATION

Name: _____
Location: _____
Mailing address if different: _____
Telephone: _____
Date of Inspection: _____ Time: _____
Name of Inspector: _____ Accompanied By: _____

This inspection is conducted under the Authority of Arizona Revised Statutes (A.R.S.) §§ 32-2207, 32-2271, and 41-1009. As part of this inspection/audit you are provided with a copy of the Small Business Bill of Rights [(A.R.S.) §§ 41-1009(A)(1-7), 41-1001.01.].

- ✓ The purpose of this inspection is:
 - ___ To determine compliance with premise and crematory regulations set forth in A.R.S. §§ 32-2271 and 32-2291 and Arizona Administrative Code (A.C.C.) R3-11-501 through R3-11-502 and R3-11-701 through R3-11-1010.
 - ___ To determine compliance with licensing and practice regulations set forth in A.R.S. §§ 32-2231, 32-2232, and 32-2237 and A.C.C. R3-11-501 through R3-11-802 and R3-11-701 through R3-11-1010.
- ✓ Fees for this inspection are: Not applicable
- ✓ An authorized representative of this facility may accompany the inspector(s) during the inspection conducted on these premises, except during any confidential interview.
- ✓ You have the right to receive:
 - Copies of any original documents taken by the inspector(s) during the inspection in those cases where the agency has authority to take original documents,
 - A split or duplicate of any samples taken during the inspection, if the split or duplication of the samples would not prohibit an analysis from being conducted or render an analysis inconclusive, and
 - Copies of any analyses performed on samples taken during the inspection.
 - Copies of any documents to be relied on to determine compliance with licensure or regulatory requirements.
- ✓ Only the Arizona State Veterinary Medical Examining Board, not the agency's inspector, may find violations and take action; the inspector may document *potential* violations. The agency inspector may not take any adverse action, treat the regulated person less favorably or draw any inference as a result of the regulated person's decision to be represented by an attorney or advised by any other experts in their field.
- ✓ If the information and documents provided to the agency's inspector become a public record, the regulated person may redact trade secrets and proprietary and confidential information unless the information and documents are confidential pursuant to statute.

- ✓ Each person interviewed during this inspection participates on a voluntary basis unless the person is legally compelled to participate in the interview. Statements made by the person may be included in the inspection report. Each person whose conversation is tape recorded during the inspection will be informed that the conversation is being tape-recorded.
- ✓ A person interviewed is allowed at least 24 hours to review and revise any written witness statement that is drafted by the agency inspector, and on which the agency inspector, auditor, or regulator requests the person's signature. The inspector may not prohibit the regulated person from having an attorney or any other experts in their field present during the interview to represent or advise the regulated person.
- ✓ You have the right to appeal a final decision of the Veterinary Board if any administrative order is issued or other enforcement action is taken based on the results of this inspection. Administrative hearing rights and rights relating to appeal of a final Veterinary Board decision are found in A.R.S. § 32-2234, *et seq.*

If you have questions regarding your right to appeal an enforcement action taken by the Veterinary Board based on the results of this inspection, you may contact:

Veterinary Board Representative: Victoria Whitmore, Executive Director, at (602) 542-8150.

Office of Arizona Ombudsman-Citizen's Aide; 3737 N. 7th St., Ste. 209, Phoenix, AZ 85014
 (602) 277-7292 or 1-800-872-2879 in Arizona outside Phoenix Metro area.
 Email at ombuds@azoca.gov.

- ✓ **If you have questions regarding this inspection, you may contact the Veterinary Board Compliance Inspector, at (602) 542-8605.**

Upon entry onto the premises for this inspection, the Veterinary Board inspector(s)/examiner(s) identified above presented photo identification indicating that they are Veterinary Board employees and reviewed with me the above Notice of Inspection Rights and Small Business Bill of Rights.

I have read the disclosure above and am notified of my inspection and due process rights as listed above. I understand that while I have the right to decline to sign this form, the Veterinary Board representative may nevertheless proceed with the inspection/examination.

1. _____
 Printed name of authorized on-site representative

2. _____
 Signature of authorized on-site representative

3. _____
 Title of authorized on-site representative

4. _____
 Date

____ Authorized on-site representative refused to sign this form. ____ Authorized on-site representative is not present.

 Printed name of Inspector/Examiner

 Signature of Inspector/Examiner

 Date

 Printed name of Inspector/Examiner

 Signature of Inspector/Examiner

 Date