

**TITLE 9. HEALTH SERVICES**

**CHAPTER 13. DEPARTMENT OF HEALTH SERVICES – HEALTH PROGRAMS SERVICES**

**ARTICLE 1. HEARING SCREENING**

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## ARTICLE 1. HEARING SCREENING

### R9-13-101. Definitions

In this Article, unless the context otherwise requires:

1. “Accredited” means that an educational institution is recognized by the U.S. Department of Education as providing standards necessary to meet acceptable levels of quality for its graduates to gain admission to other reputable institutions of higher learning or to achieve credentials for professional practice.
2. “Administrator” means the principal or person having general daily control and oversight of a school or that person’s designee.
3. “Assistive listening device” has the same meaning as “assistive listening device or system” in A.R.S. § 36-1901.
4. “Audiological equipment” means an instrument used to help determine the presence, type, or degree of hearing loss, such as:
  - a. A pure tone audiometer,
  - b. A tympanometer, or
  - c. An otoacoustic emissions device.
5. “Audiological evaluation” means:
  - a. Examination of an individual’s ears;
  - b. Assessment of the functioning of the individual’s middle ear;
  - c. Testing of the individual’s ability to perceive sounds using audiological equipment; and
  - d. Analysis by a specialist of the results obtained from the activities described in subsections (a) through (c) to determine if the individual has a hearing loss and, if so, the type and degree of the individual hearing loss.
6. “Audiologist” means an individual licensed under A.R.S. Title 36, Chapter 17.
7. “Audiometer” means an electronic device that administers sounds of varying pitches and intensities to assess an individual's ability to hear the sounds.
8. “Auditory canal” means the tubular passage between the cartilaginous portion of the ear that projects from an individual’s head and the outer surface of the ear drum.
9. “Auditory nerve” means the filament of neurological tissue that:
  - a. Connects the cochlea and the brain, and
  - b. Transmits impulses related to hearing.
10. “Calendar day” means each day, that:

- a. Is not the day of the act, event, or default from which a designated period of time begins to run; and
  - b. Includes the last day of the period unless it is a Saturday, Sunday, statewide furlough day, or legal holiday, in which case the period runs until the end of the next day that is not a Saturday, Sunday, statewide furlough day, or legal holiday.
11. “Calibrate” means to measure the response of an instrument against a standard and adjust the instrument until the response falls within specified values according to the equipment’s manufacturer specifications and by an authorized manufacturer’s dealer, if recommended by the manufacturer.
12. “Certificate of completion” means a document issued to an individual who has completed the requirements in:
- a. R9-13-108 to perform hearing screening for students according to this Article; or
  - b. R9-13-111 or R9-13-112 to provide training to individuals who perform hearing screenings.
13. “Cochlea” means a coiled tube in the inner ear that converts sounds into neural messages.
14. “Cochlear implant” means a device that is surgically inserted into the cochlea to electrically stimulate the auditory nerve.
15. “Continuing education” means a course that provides instruction and training that is designed to develop or improve a trainer or screener's professional competence.
16. “Continuing education unit” means 50 to 60 minutes of continuous course work.
17. “Course” means a workshop, seminar, lecture, conference, or other learning program activities approved by the Department.
18. “daPa” means dekaPascal, a standard measure of air pressure.
19. “dB HL” means decibel hearing level, a measurement used to compare the intensity at which an individual hears sound at a particular frequency to a standard.
20. “dB SPL” means sound pressure level measured in units of decibels.
21. “Deaf” has the same meaning as in A.R.S. § 36-1941.
22. “Diagnosis” means a determination of whether a student is deaf or hard of hearing that is:
- a. Made by specialist; and
  - b. Based on an audiological evaluation of the student.
23. “Documentation” means a method used to report information on paper, electronic, photographic, or other permanent form.
24. “Eardrum” means the tympanic membrane in the ear that vibrates in response to sound.
25. “Earphone” means the part of an audiometer that is worn over an individual’s ear.

26. “Electroacoustic analysis” means the evaluation by an audiologist of the functioning of a hearing aid or an assistive listening device using specialized electronic equipment.
27. “Eustachian tube” means a passage in an individual’s head that:
  - a. Connects the middle ear and the throat, and
  - b. Equalizes pressure on both sides of the eardrum.
28. “Follow-up” means an action that serves to verify the effectiveness of a previous hearing screening that resulted in treatment.
29. “Frequency” means the number of cycles per second of a sound wave, expressed in Hz and corresponding to the pitch of sound.
30. “Hard of hearing” has the same meaning as in A.R.S. § 36-1941.
31. “Hearing aid” has the same meaning as in A.R.S. § 36-1901.
32. “Hearing loss” means the difference, expressed in decibels, between the hearing threshold of an individual and a standard reference hearing threshold.
33. “Hearing screening” means:
  - a. The same as “hearing screening evaluation” in A.R.S. § 36-899, and
  - b. Is performed by an individual who meets the requirements specified in R9-13-108 for the purpose of identifying students who may need further evaluation; or
  - c. An audiological evaluation provided by a specialist.
34. “Hearing screening population” means the students who are expected to have a hearing screening during a school year.
35. “Hearing threshold” means the faintest sound an individual hears at each frequency at which the individual is tested.
36. “Hz” means Hertz, a unit of frequency equal to one cycle per second.
37. “Immittance” means the mobility of the parts of the middle ear during the transmission of sound vibrations through the middle ear.
38. “Immediate family member” means an individual related by birth, marriage, or adoption.
39. “Inner ear” means the part of the ear, including the semicircular canals, cochlea, and auditory nerve, that converts sound into neural messages that are sent through the auditory nerve to the brain.
40. “Intensity” means the strength of a sound wave, resulting in the perception of sound volume as expressed in decibels or decibels hearing level dB HL.
41. “KHz” means a unit of frequency equal to one thousand cycles per second or one thousand hertz.
42. “Middle ear” means the part of the ear that conducts sound to the inner ear, consisting of:

- a. The eardrum;
  - b. The three small bones called the malleus, incus, and stapes; and
  - c. The space containing the eardrum and the three small bones.
43. “ml” means a volume measurement unit.
44. “mmho” or “millimho” means a unit of electric conductance.
45. “Notification” means a method used to inform or announce information on paper, electronic, photographic, or other permanent form.
46. “Other amplification device” means a hearing product used to amplify sounds, but may not address other components of hearing loss, such as distortion.
47. “Otitis media” means inflammation of the middle ear.
48. “Otoacoustic emissions device” or “OAE device” means an instrument used to determine the status of an individual’s cochlear function by:
- a. Presenting sounds into the auditory canal with a sound generator, and
  - b. Detecting, with one or more microphones, low-intensity echoes in the auditory canal that are produced by normally functioning cochlea in response to sounds.
49. “Outer ear” means the part of the ear that projects from an individual's head and the auditory canal.
50. “Parent” means a:
- a. Natural or adoptive mother or father,
  - b. Legal guardian appointed by a court of competent jurisdiction, or
  - c. Custodian as defined in A.R.S. § 8-201.
51. “Pass” means a recordable response detected by a hearing screener or audiological equipment consistent with established criteria for hearing screening requirements.
52. “Person” has the meaning in A.R.S. § 41-1001.
53. “Preschool” means the instruction preceding kindergarten provided to individuals three to five year old through a school.
54. “Probe” means the part of a tympanometer or an OAE that is inserted into an individual’s auditory canal during a hearing screening.
55. “Pure tone hearing screening” means a type of hearing screening using single frequency sounds that is performed using a pure tone audiometer or a device that includes the functions of both an audiometer and a tympanometer.
56. “School” means:
- a. A school as defined in A.R.S. § 15-101,
  - b. An accommodation school as defined in A.R.S. § 15-101,

- c. A charter school as defined in A.R.S. § 15-101, or
  - d. A private school as defined in A.R.S. § 15-101.
57. “School day” means any day in which students attend an educational institution for instructional purposes.
58. “School year” means the period from July 1 through June 30.
59. “ Screener” means an individual qualified to perform a hearing screening specified in R9-13-108.
60. “Semicircular canal” means the loop-shaped tubular parts of the inner ear that contain portions of the sensory organs of balance.
61. “Sound wave” means the repeating cycles of high pressure and low pressure that are made by a vibrating object.
62. “Special education” has the same meaning as in A.R.S. § 15-761.
63. “Specialist” means an audiologist or a doctor of medicine licensed according to A.R.S. Title 32, Chapters 13 or 17 who specializes in the ear, nose, and throat.
64. “Student” means an individual enrolled in a school.
65. “Supervision” means a screener is in the room observing and providing direction while an individual provides hearing screening to students specified in R9-13-108(M).
66. “Trainer” means an individual, who:
- a. Has a current certificate of completion, and
  - b. Provides classroom instruction and assessment of competency in using audiological equipment specified in R9-13-108.
67. “Tympanogram” means a graphic display of the mobility of the middle ear in response to an acoustic stimulus as a function of air pressure in the auditory canal.
68. “Tympanometer” means a device used to determine the status of an individual’s middle ear by:
- a. Presenting sound into the auditory canal with a sound generator;
  - b. Varying the air pressures in the auditory canal via an air pump to control the movement of the tympanic membrane; and
  - c. Detecting, with a microphone, variations in sound pressure level as acoustic energy passes into the individual’s middle ear.

**R9-13-102. Hearing Screening Population**

- A.** An administrator shall ensure each student included in a school's hearing screening population receives a hearing screening.
- B.** An administrator may exclude from a school’s hearing screening population:

1. A student who is 16 years of age or older;
2. A student for whom the school has documentation from a specialist that:
  - a. States that the student received an audiological evaluation from a specialist;
  - b. Is dated within 12 months before the date the student would receive a hearing screening; or
  - c. Includes a time period during or after the current school year when the student is scheduled to receive another audiological evaluation from the audiologist or specialist; and
  - d. Contains the following information:
    - i. The student’s name;
    - ii. The date the student’s audiological evaluation was performed;
    - iii. The type of audiological equipment used;
    - iv. Whether the student has been diagnosed as being deaf or hard of hearing and, if so, the type and degree of hearing loss; and
    - v. The name of the specialist who performed the audiological evaluation; and
3. A student who is deaf or hard of hearing.

**C.** An administrator shall exclude from a school’s hearing screening population a student for whom the administrator has documentation, from a student’s parent objecting to the student receiving a hearing screening, specified in A.R.S. § 36-899.04, that contains:

1. The student’s name;
2. A statement objecting to the student receiving a hearing screening, including:
  - a. The school year the student should not receive the hearing screening, or
  - b. Instruction the student is not to receive a hearing screening until the parent notifies the administrator that the student may receive a hearing screening; and
3. The parent's name, signature, and date signed.

**Table 13.1 Hearing Screening Population (students)**

<b>A. Students Included in Hearing Screening Population</b>	
1. All grades, including preschool and kindergarten	Every student: <ol style="list-style-type: none"> <li>a. Who is enrolled in special education, as required by A.R.S. Title 15, Chapter 7, Article 4 and A.A.C. R7-2-401;</li> <li>b. Who did not pass a hearing re-screening given to the student during the previous school year;</li> </ol>

	<ul style="list-style-type: none"> <li>c. For whom the school does not have any documentation that the student has previously had a hearing screening;</li> <li>d. Who is repeating a grade; and</li> <li>e. For whom one of the following requests a hearing screening: <ul style="list-style-type: none"> <li>i. The student;</li> <li>ii. The student’s parent;</li> <li>iii. A teacher;</li> <li>iv. A school nurse;</li> <li>v. A school psychologist, licensed according to A.R.S. Title 32, Chapter 19.1;</li> <li>vi. An audiologist, licensed according to A.R.S. § 36-1901;</li> <li>vii. A specialist;</li> <li>viii. A speech-language pathologist, licensed according to A.R.S. § 36-1901;</li> <li>ix. A medical physician, licensed according to A.R.S. Title 32, Chapter 13;</li> <li>x. A osteopathic physician licensed according to A.R.S. Title 32, Chapter 17; and</li> <li>xi. The Department.</li> </ul> </li> </ul>
2. Preschool	Every enrolled student
3. Kindergarten	Every enrolled student
4. Grade 1	Every enrolled student
5. Grade 2	<p>Every enrolled student for whom the school does not have:</p> <ul style="list-style-type: none"> <li>a. Documentation that the student received and passed a hearing screening in or after grade 1, or</li> <li>b. Documentation that meets the requirements in subsection (B).</li> </ul>
6. Grade 3	Every enrolled student
7. Grades 4	<p>Every enrolled student for whom the school does not have:</p> <ul style="list-style-type: none"> <li>a. Documentation that the student received and passed a hearing screening in or after grade 3, or</li> <li>b. Documentation that meets the requirements in subsection (B).</li> </ul>
8. Grade 5	Every enrolled student
9. Grade 6	Every enrolled student for whom the school does not have:



	<ol style="list-style-type: none"> <li>a. Documentation that the student received and passed a hearing screening in or after grade 5, or</li> <li>b. Documentation that meets the requirements in subsection (B).</li> </ol>
10. Grade 7	Every enrolled student
11. Grade 8	<p>Every enrolled student for whom the school does not have:</p> <ol style="list-style-type: none"> <li>a. Documentation that the student received and passed a hearing screening in or after grade 7, or</li> <li>b. Documentation that meets the requirements in subsection (B).</li> </ol>
12. Grade 9	Every enrolled student
13. Grades 10, 11, and 12	<p>Every enrolled student for whom the school does not have:</p> <ol style="list-style-type: none"> <li>a. Documentation that the student received and passed a hearing screening in or after grade 9, or</li> <li>b. Documentation that meets the requirements in subsection (B).</li> </ol>
<b>B. Students Not Included in Hearing Screening Population</b>	
1.	A student who is at least 16 years of age and has requested not to receive a hearing screening according to A.R.S. § 36-899.01.
2.	A student enrolled in a child care facility regulated pursuant to A.R.S. Title 36, Chapter 7.1, Child Care Programs.

**R9-13-103. Hearing Screening Requirements**

- A. Before permitting a screener to provide a hearing screening, an administrator shall ensure that the screener:
  1. Is an audiologist; or
  2. Has a certificate of completion, specified in R9-13-108(F) or (I).
- B. If an individual is not a screener and requires supervision, an administrator shall ensure that the individual provides hearing screenings specified in R9-13-108(M).
- C. Before performing a hearing screening on a student, a screener shall:
  1. Verify that the student is on a list of students in the school’s hearing screening population provided by the administrator; and
  2. Conduct a non-otoscopic inspection of the student’s outer ears for anything that would contra-indicate continuation of the hearing screening, such as:
    - a. Blood or other bodily fluid in or draining from the auditory canal,
    - b. Earwax that may be occluding,
    - c. An open sore, or

- d. A foreign object.
- D.** If a screener observes a condition specified in subsection (C)(2) when inspecting a student's outer ears, the screener shall:
- 1. Not perform a hearing screening on the student, and
  - 2. Report the student's condition to the administrator immediately.
- E.** If a screener does not observe a condition specified in subsection (C)(2) when inspecting a student's outer ears, the screener shall:
- 1. Determine the developmental and age appropriate audiological equipment to be used when:
    - a. The student is unable to understand the screener's instructions;
    - b. The student has been designated as a child with a disability, as defined in A.R.S. § 15-761; or
    - c. The student is physically or behaviorally limited in the ability to respond to perceived sounds;
  - 2. Use one of the hearing screening methods specified in subsection (G);
  - 3. Perform a hearing screening on each of the student's ears; and
  - 4. Comply with the requirements specified in R9-13-104(A).
- F.** If a screener determines that a student in subsection (E)(1) is not able to complete the hearing screening, the screener shall:
- 1. Not perform a hearing screening on the student, and
  - 2. Report the student's condition to the administrator within 10 school days.
- G.** When performing a hearing screening on a student, a screener shall comply with one of the following passing criteria, if using:
- 1. A pure tone audiometer to perform a three-frequency, pure tone hearing screening on each of the student's ears with response recorded at each of the following frequencies and intensities:
    - a. 1000 Hz at 20 dB HL,
    - b. 2000 Hz at 20 dB HL, and
    - c. 4000 Hz at 20 dB HL;
  - 2. A combination of a tympanometer and a pure tone audiometer to:
    - a. Produce a tympanogram showing the following results:
      - i. Peak acoustic immittance in mmho, ml, or compliance for a 226 Hz probe tone; or
      - ii. Tympanometric width in daPa; and

- b. Obtain the results of a three-frequency, pure tone hearing screening on each of the student's ears with response recorded at each of the following frequencies and intensities:
  - i. 1000 Hz at 20 dB HL,
  - ii. 2000 Hz at 20 dB HL, and
  - iii. 4000 Hz at 20 dB HL; or
- 3. An OAE device to:
  - a. Measure responses of the cochlea to no less than three test frequencies; and
  - b. Device display screen indicates pass.

**R9-13-104. Criteria for Passing a Hearing Screening**

- A. A screener shall consider a student to have passed a developmentally and age appropriate hearing screening if one of the following applies:
  - 1. During a three-frequency, pure tone hearing screening, performed according to R9-13-103(G)(1), the student responds to each frequency and intensity specified in R9-13-103(G)(1)(a) through (c) for each ear on which a hearing screening is performed;
  - 2. During a hearing screening using both a tympanometer and pure tone audiometer, performed according to R9-13-103(G)(2):
    - a. The tympanogram for each of the student's ears shows:
      - i. The height of the peak acoustic immittance is  $> 0.3$  mmho, ml, or compliance; or
      - ii. The tympanometric width is  $< 250$  daPa; and
    - b. The student responds to each frequency specified in R9-13-103(G)(2)(b)(i) through (iii) for each ear on which a hearing screening is performed; or
  - 3. During a hearing screening using an OAE device, performed according to R9-13-103(G)(3), the OAE device indicates results that the student has passed the hearing screening for each ear.
- B. For a student in a school's hearing screening population who does not receive an initial hearing screening specified in Table 13.1, an administrator shall ensure that the student receives the initial hearing screening not more than 45 school days after the date the student was expected to receive the initial hearing screening.
- C. For a student in a school's hearing screening population who does not pass an initial hearing screening according to subsection (A), an administrator shall ensure that:

1. The student shall receive a second hearing screening no earlier than 10 school days and no later than 30 school days after the date of the hearing screening specified in R9-13-103;
2. If the hearing screening specified in R9-13-103(G)(2) was performed using both a tympanometer and pure tone audiometer, the second hearing screening for the student is performed using both a tympanometer and pure tone audiometer; and
3. If the hearing screening specified in R9-13-103(G)(3) was performed using an otoacoustic emissions device, the second hearing screening for the student is performed using an otoacoustic emissions device.

**D.** If a student does not pass the second hearing screening in subsection (C)(1) and (2), an administrator shall provide notification to the student's parent specified in R9-13-105.

**R9-13-105. Notification; Follow-up**

**A.** An administrator shall provide a notification to parents of students identified in Table 13.1 that includes:

1. The information for hearing screening to be conducted during the school year, and
2. A reference to A.R.S. § 36-899.04 and information about the parent's right to object to their student receiving a hearing screening by submitting the document specified in R9-13-102(C) to the administrator.

**B.** If an administrator excludes a student from a hearing screening specified in R9-13-102(B)(3), the administrator shall provide a notification to the student's parent that:

1. Informs the parent, whose student wears a device listed in subsection (3)(a) through (c), that the student shall not receive a hearing screening;
2. Recommends the parent schedule an audiological evaluation for the student with a specialist;
3. Requests the parent in subsection (2) provide the administrator a copy of a specialist's audiological report dated within the past 12 months for the student's:
  - a. Hearing aid,
  - b. Assistive listening device, or
  - c. Other amplification device;
4. Informs a parent, who chooses for their student to not wear a device listed in subsection (3)(a) through (c), that the student shall receive a hearing screening unless the administrator receives documentation specified in R9-13-102(C) stating that the parent does not want their student to have a hearing screening; and

5. Informs a parent that a student may receive a hearing screening if an administrator does not have:
  - a. Documentation of an audiological report in subsection (3), or
  - b. Documentation specified in R9-13-102(C) stating that the parent does not want their student to have a hearing screening.
- C.** Except for a student in subsection (2)(a), within 10 school days after an initial hearing screening in subsection (A) has been completed, an administrator shall provide notification to a student's parent that includes:
  1. The student's name; and
  2. The reason why the student did not receive a hearing screening due to:
    - a. A visual condition of the outer ear specified in R9-13-103(C)(2), or
    - b. A behavioral condition specified in R9-13-103(E)(1).
- D.** Except for a student's second hearing screening in subsection (3)(b), within 10 school days after a student receives a second hearing screening specified in R9-13-104(C), an administrator shall provide notification to a student's parent that includes:
  1. The student's name;
  2. The type of hearing screening the student received, if received; and
  3. The hearing screening results whether the student:
    - a. Did not pass; or
    - b. Was not screened due to:
      - i. A visual condition of the outer ear specified in R9-13-103(C)(2), or
      - ii. A behavioral condition specified in R9-13-103(E)(1).
- E.** If a student in subsections (C) or (D) has an audiological evaluation on file at the school that is dated within the past 12 months, the student will not receive a hearing screening.
- F.** If a student did not receive a hearing screening due to a reason identified in subsections (C)(2)(a), (D)(3)(a), or (D)(3)(b)(i), an administrator shall provide an immediate notification to the student's parent that includes:
  1. The student's name;
  2. The reason for the immediate notification;
  3. A request that the parent contact a specialist to:
    - a. Examine the student's ears;
    - b. Perform an audiological evaluation; and
    - c. If the student uses any of the following, perform an:

- i. Electroacoustic analysis of a hearing aid, an assistive listening device, or other amplification device; or
    - ii. Evaluation of a cochlear implant; and
  4. A request that the parent provide to the administrator documentation received from the specialist who examined the student that includes:
    - a. The student's name;
    - b. The name of the specialist;
    - c. The date the specialist performed the services;
    - d. The type of services provided; and
    - e. If applicable:
      - i. The results of the examination of the student's ears,
      - ii. The results of the student's audiological evaluation, including diagnosis,
      - iii. Whether there is hearing loss, including the type and degree of hearing loss,
      - iv. The type of audiological equipment used to perform the audiological evaluation; and
      - v. A recommendation for treatment.
- G.** Forty-five calendar days after sending a notification specified in subsection (F)(4), an administrator shall provide a follow-up notification to the student's parent to verify whether the student received an audiological evaluation and if evaluated, provide diagnosis.
- H.** Within 10 school days after an administrator receives documentation from a specialist of a diagnosis that a student is deaf or hard of hearing, the administrator shall provide notification of the diagnosis, consistent with the privacy requirements in applicable law, to:
  1. Each of the student's teachers,
  2. Other school personnel who interacts with the student, and
  3. The persons responsible for determining the student's eligibility for special education services under A.A.C. R7-2-401.

**R9-13-106. Equipment Standards**

- A.** An administrator shall ensure that audiological equipment used for hearing screenings is recommended by the American Academy of Audiology.
- B.** An administrator shall ensure that:
  1. A pure tone audiometer is calibrated:
    - a. Not more than 12 months before the hearing screening is planned to occur, and

- b. According to ANSI/ASA S3.6-2010 American National Standards Institution/Acoustical Society of America, Specification for Audiometers, incorporated by reference, on file with the Department, including no future editions or amendments, and available from the American National Standards Institution at <https://webstore.ansi.org>.
  - 2. A tympanometer is calibrated:
    - a. Not more than 12 months before the hearing screening is planned to occur; and
    - b. According to ANSI/ASA S3.39-1987 (R2012) American National Standards Institution/Acoustical Society of America, American National Standard Specifications for Instruments to Measure Aural Acoustic Impedance and Admittance (Aural Acoustic Immittance), incorporated by reference, on file with the Department, including no future editions or amendments, and available from the American National Standards Institution at <https://webstore.ansi.org>.
  - 3. An OAE is calibrated:
    - a. Not more than 12 months before the hearing screening is planned to occur; and
    - b. According to the specifications of the otoacoustic emissions device's manufacturer, including:
      - i. Distortion product emission,
      - ii. No less than three test frequencies between 1 and 5 kHz,
      - iii. An f2/f1 ratio of 1.22,
      - iv. A L1/L2 levels of 65/55 dB SPL, and
      - v. A pass and fail criterion based on an emission-to-noise ratio.
- C. A screener shall ensure that:
  - 1. A pure tone audiometer:
    - a. Is inspected within one school day before the hearing screening is planned to occur; and
    - b. During the inspection in subsection (1)(a):
      - i. Had a power source and power indicator that were working,
      - ii. Had earphones that were free of noise or distortion that could interfere with a hearing screening,
      - iii. Had earphone cords that were connected securely to the pure tone audiometer and had no breaks, and
      - iv. Generated a signal at each frequency and intensity specified in R9-13-103(G)(1) that did not cross from one earphone to the other.

2. A tympanometer:
  - a. Is inspected within one school day before the hearing screening is planned to occur; and
  - b. During the inspection in subsection (2)(a):
    - i. Had no obstruction in the tympanometer's probe, and
    - ii. Generated a signal.
3. An OAE:
  - a. Is inspected within one school day before the hearing screening is planned to occur; and
  - b. During the inspection in subsection (3)(a):
    - i. Had no obstruction in the OAE's probe microphone, and
    - ii. Generated a signal.

**R9-13-107. Records and Reporting Requirements**

- A.** An administrator shall obtain from a screener:
  1. The screener's license number, if the screener is an audiologist; or
  2. A copy of the screener's certificate of completion dated within four years before the date the hearing screening is planned to occur.
- B.** A student's record shall include:
  1. The dates and results of each hearing screening performed on the student;
  2. An objection to a hearing screening made by the student's parent specified in R9-13-102(C);
  3. A request for a hearing screening made by an individual listed in Table 13.1;
  4. A written diagnosis received by an administrator from a specialist specified in R9-13-105(H) that a student is deaf or hard of hearing;
  5. If an administrator received a written diagnosis in subsection (4), the name of each individual specified in R9-13-105(H) that received notification of the student's diagnosis and the date notified; and
  6. If an administrator notified a student's parent according to R9-13-105:
    - a. A copy of the notification; or
    - b. Documentation that contains:
      - i. The reason for the notification,
      - ii. The date of notification, and
      - iii. Whether the administrator recommended that the student have an audiological evaluation completed by a specialist.



- C. Between April 1 and June 30 of each school year, an administrator shall submit to the Department in a Department-provided format:
1. The school:
    - a. Name,
    - b. Address, and
    - c. Telephone number;
  2. The name of the school district, if applicable; and
  3. For hearing screenings conducted at the school during the school year:
    - a. The name of each screener who performed hearing screenings;
    - b. The screener's audiological license number, if applicable;
    - c. A copy of the screener's certificate of completion specified in R9-13-108(F) or R9-13-108(I)(3), if applicable;
    - d. The type of audiological equipment used to conduct the hearing screenings;
    - e. The date the audiological equipment was calibrated;
    - f. The name and title of the individual submitting the information;
    - g. The date the information is submitted;
    - h. Whether the hearing screenings for students identified in Table 13.1 were conducted within the first 45 calendar days of the school year;
    - i. The number of students grouped by:
      - i. The grades listed in Table 13.1, and
      - ii. Enrollment in special education;
    - j. The number of students who:
      - i. Were enrolled at the start of the school year ~~at the time of~~ prior to the first hearing screening provided to students,
      - ii. Were excluded from the school's hearing screening population as specified in R9-13-102(B) and Table 13.1,
      - iii. Received an initial hearing screening,
      - iv. Did not pass an initial hearing screening,
      - v. Received a second hearing screening,
      - vi. Did not pass a second hearing screening, and
      - vii. Were first identified as deaf or hard of hearing; and
    - k. The number of students for whom:
      - i. An administrator provided notification to a student's parent, as specified in R9-13-105; and

- ii. An administrator received documentation during the school year from a student's specialist related to an examination, audiological evaluation, electroacoustic analysis, or evaluation of the student's cochlear implant.

**D.** An administrator shall retain the information in:

1. Subsection (A) for at least three years after the date that the hearing screening occurred.
2. Subsection (B) for three school years after fiscal year of last attendance, according to Arizona State Library, Archives and Public Records, General Records Retention Schedule for All Arizona School Districts and Charter Schools Student Records.

**R9-13-108. Screener Qualifications**

**A.** An individual may be a screener:

1. If the individual is an audiologist, or
2. If the individual:
  - a. Is at least 18 years of age;
  - b. Has a high school diploma or a general equivalency diploma;
  - c. Has the ability to recognize a student's response to hearing a range of tones at different pitches and volumes; and
  - d. Has a current certificate of completion specified in subsection (F).

**B.** For an individual, who is not an audiologist, to become a screener, the individual shall complete classroom instruction for pure tone audiometry provided by a trainer:

1. Introduction to hearing screening for children, including the:
  - a. Development of speech and language,
  - b. Anatomy and physiology of the ear,
  - c. Signs of hearing loss in children,
  - d. Prevention of hearing loss in children,
  - e. Otitis media, and
  - f. Infection control;
2. Essentials for hearing screening children, including:
  - a. Auditory development;
  - b. Rationale for early identification of hearing loss;
  - c. When, how, and on whom hearing screening is performed; and
  - d. How to set up a hearing screening, including the selection of a method to use for hearing screening and a location to conduct hearing screening;
3. Hearing screening protocols, including:
  - a. Possible results of hearing screening;

- b. Screener requirements specified in this Article;
  - c. Procedures for tracking students expected to receive hearing screening and recording hearing screening results;
  - d. Notification of and communication with the parents of students;
  - e. The information that a parent of a student who does not pass a hearing screening is requested to obtain from the student's specialist and provide to the student's school;
  - f. When and to whom a student's hearing loss is required to be reported;
  - g. Procedures for reporting hearing screening results to the Department;
  - h. What resources are available to the parent of a student who does not pass hearing screening; and
  - i. Requirements in A.R.S. Title 36, Chapter 7.2 and requirements in this Article in addition to screener requirements; and
4. Audiological equipment, including:
- a. A pure tone audiometer:
    - i. How a pure tone audiometer works;
    - ii. Checking the pure tone audiometer and earphones before performing hearing screening;
    - iii. Earphone placement;
    - iv. Performing hearing screening using a pure tone audiometer;
    - v. Identifying students who need a second hearing screening; and
    - vi. Identifying students for whom notification of a parent is required; or
  - b. An otoacoustic emission device:
    - i. How an otoacoustic emission device works;
    - ii. Why and when it is appropriate to use an otoacoustic emissions device during hearing screening;
    - iii. Performing a hearing screening using an otoacoustic emissions device with a remote probe;
    - iv. Identifying students who need a second hearing screening; and
    - v. Identifying students for whom notification of a parent is required.
- C. An individual who has completed the hearing screening instruction in subsection (B) may request training in the use of a tympanometer by completing the following classroom instruction provided by a trainer:
- 1. How a tympanometer works;

2. Why and when it is appropriate to use a tympanometer during hearing screening;
  3. The anatomy and functions of the middle ear and Eustachian tube;
  4. How to use a tympanometer;
  5. Identifying students who need a second hearing screening; and
  6. Identifying students for whom notification of a parent is required.
- D.** Obtain a score of at least 80% on a written examination that covers the classroom instruction specified in subsection (B) or (C).
- E.** Demonstrate competency in the use of the audiological equipment specified in subsection (B) or (C) that an individual received classroom instruction.
- F.** Obtain a certificate of completion in a Department-provided format from the trainer who provided the classroom instruction, examination, and competency assessment specified in (B) through (E), as applicable, that includes:
1. The individual's name;
  2. The hearing screening methods specified in subsections (B) or (C) completed by the individual;
  3. The date the individual completed the classroom instruction in subsection (B) or (C);
  4. The date the individual completed the hearing screening:
    - a. Examination; and
    - b. Assessment, including the type of audiological equipment;
  5. The certificate of completion issue date;
  6. An attestation that the classroom instruction provided to the individual meets the requirements in subsection (B) or (C); and
  7. The trainer's printed name and date issued.
- G.** A screener's certificate of completion expires four years from the issue date indicated on the certificate of completion specified in subsection (F).
- H.** Prior to the expiration date of a certificate of completion, a screener shall complete the requirements in subsection (I) to renew the screener's certificate of completion.
- I.** A screener, who is not an audiologist, wanting to renew a certificate of completion shall:
1. Complete two hearing screening continuing education units each year:
    - a. Specified by the Department according to subsection (J), and
    - b. Applicable to the type of audiological equipment that the screener uses when performing a hearing screening;
  2. As provided by a trainer:
    - a. Complete four hours of classroom instruction related to:

- i. Development of speech and language,
    - ii. Essentials for hearing screening children, and
    - iii. Hearing screening protocols;
  - b. Obtain a score of at least 80% on a written examination that covers the hearing screening requirements in subsection (a); and
  - c. Demonstrate competency in the use of the audiological equipment consistent with the hearing screening training received in subsection (1) and (2);
3. Obtain a certificate of completion in a Department-provided format from the trainer who provided classroom instruction, the examination, and competency assessment in subsection (2) that includes:
  - a. The screener's name;
  - b. The hearing screening methods specified in subsection (1);
  - c. The date the screener completed the methods in subsection (1);
  - d. The date the screener completed the hearing screening:
    - i. Examination; and
    - ii. Assessment, including the type of audiological equipment;
  - e. The certificate of completion issue date;
  - f. An attestation that the classroom instruction provided to the screener meets the requirements in subsections (1) and (2); and
  - g. The trainer's printed name.
- J.** By January 1 of each calendar year, the Department shall provide a list of Department-approved continuing education courses.
- K.** An individual who does not score at least 80% on a written examination in subsection (D) may retake the written examination. If an individual does not score at least 80% on the second written examination, the individual shall repeat classroom instruction in subsection (B) or (C) before taking a third written examination.
- L.** A screener, who does not score at least 80% on a written examination for renewal in subsection (I), may retake the written examination. A screener, who does not score at least 80% on the second written examination, shall repeat the classroom instruction in subsection (I)(1) and (2) before taking a third written examination.
- M.** An individual who is not a screener:
  1. May use a pure tone audiometer to perform an initial three-frequency, pure tone hearing screening for a student, specified in R9-13-103(G)(1), under the supervision of a screener; and

2. Shall not perform a hearing screening:
  - a. For a student who did not pass an initial hearing screening,
  - b. Using a combination of a tympanometer and a pure tone audiometer according to R9-13-103(G)(2); or
  - c. Using an OAE specified in R9-13-103(G)(3).

**R9-13-109. Trainer Eligibility**

- A.** An individual is eligible to be a trainer if the individual meets at least one of the following:
  1. Has completed at least 30 semester credits at an accredited college or university related to audiology and speech-language pathology or the equivalent credits from a college or university from outside the United States or its territories verified by a Department-approved third party evaluation service;
  2. Has completed at least two years of employment in a position directly related to and providing assistance in the practice of audiology and speech-language pathology;
  3. Is currently licensed in this state as an audiologist according to A.R.S. Title 36, Chapter 17; or
  4. Is currently a screener who has maintained a hearing screener certificate of completion for the previous five years.
- B.** In addition to subsection (A), an individual who meets the requirement in:
  1. Subsection (1) or (2), has completed at least 100 hearing screenings within the previous 12 months from the date of request specified in R9-13-110(C)(9).
  2. Subsection (3), has completed at least 25 hearing screenings within the previous 12 months from the date of request specified in R9-13-110(C)(9).
  3. Subsection (4), has completed 3,000 hearing screenings within the previous five years from the date of request specified in R9-13-110(C)(9).
- C.** Prior to the expiration date of a trainer certificate of completion, a trainer is eligible to renew a certificate of completion if the trainer demonstrates the trainer provided at least two hearing screening trainings for each year during the five-year period that a certificate of completion is valid.
- D.** The practice of a trainer includes:
  1. Providing classroom instruction specified in R9-13-108(B) and (C) in a classroom;
  2. Training individuals in hearing screening skills, procedures, and techniques specified in R9-13-108(B) and (C);
  3. Observing and assessing individuals and screeners in the operations of audiological equipment specified in R9-13-108(E);

4. Administering to individuals a hearing screening examination specified in R9-13-108(D);
  5. Entering an individual's or screener's information in the Department's hearing screening database for issuance of a certificate of completion; and
  6. Providing, if available to the public, notice to the Department indicating what, where, and when classroom instruction, examination, or assessment of competency are scheduled to be provided to individuals to become a screener specified in R9-13-110(C)(8) or R9-13-112(C)(4).
- E.** A trainer who provides instruction to an individual seeking a screener certificate of completion shall:
1. Ensure that:
    - a. Eight hours of classroom instruction is provided, and
    - b. The types of classroom instruction are consistent with R9-13-108; and
  2. Establish a hearing screening record in the Department's hearing screening database for each individual seeking a certificate of completion as a screener that includes:
    - a. The individual's:
      - i. Name,
      - ii. Address,
      - iii. E-mail address, and
      - iv. Telephone number;
    - b. The date the certificate of completion expires;
    - c. The address where the classroom instructions, examination, and assessment were held;
    - d. If applicable, the name of a sponsoring organization, such as a school, school district, or other public agency; and
    - e. Documentation indicating when classroom instruction, examination, and assessment were provided.
- F.** A trainer who provides instruction to a screener who is seeking renewal of certificate of completion shall:
1. Ensure that:
    - a. A hearing screening continuing education units are completed,
    - b. Four hours of classroom instruction is provided, and
    - c. The types of classroom instruction are consistent with R9-13-108(I); and
  2. Update the screener's record in the Department's hearing screening database for each screener seeking renewal of certificate of completion that includes:

- a. The screener's:
  - i. Name,
  - ii. Address,
  - iii. E-mail address, and
  - iv. Telephone number;
- b. The date the certificate of completion expires;
- c. The address where the classroom instructions, examination, and assessment were held;
- d. If applicable, the name of a sponsoring organization, such as a school, school district, or other public agency; and
- e. Documentation indicating when classroom instruction, examination, and assessment were provided.

**G.** A trainer shall:

1. Comply with A.R.S. §§ 36-899 through 36-899.04, and
2. Comply with this Article.

**R9-13-110. Trainer Certificate of Completion Request**

- A.** An individual may apply for a trainer certificate of completion if the individual meets the eligibility requirements specified in R9-13-109(A) and (B).
- B.** An individual applying for a trainer certificate of completion shall submit a request to the Department at least 30 days prior to November 1 of a calendar year.
- C.** An individual shall provide a request for a trainer certificate of completion to the Department in a Department-provided format that includes:
  1. The individual's;
    - a. Name,
    - b. Address,
    - c. E-mail address, and
    - d. Telephone number;
  2. If applicable, the individual's former names;
  3. If the individual has completed thirty semester credits specified in R9-13-109(A)(1), the:
    - a. Name of the accredited college or university attended,
    - b. Class title for each class completed, and
    - c. Number of semester credits for each class;
  4. If the individual has completed two years of employment specified in R9-13-109(A)(2), the:



- a. Employer's name,
  - b. Individual's position and description of responsibilities, and
  - c. Months and years of employment;
5. If the individual is a licensed audiologist specified in R9-13-109(A)(3), the:
- a. Audiologist's license number, and
  - b. Date of expiration;
6. If the individual is a screener specified in R9-13-109(A)(4), who has maintained a hearing screener certificate of completion for the previous five years, the:
- a. Names of the school districts where the screener provided hearing screenings, and
  - b. Screener's certification of completion date of expiration;
7. Whether the individual completed the hearing screenings specified in R9-13-109(B);
8. An attestation that the individual affirms:
- a. To provide, if available to the public, notice of hearing screening instruction, examination, or assessment of competency specified in R9-13-109(D) to the Department 30 calendar days prior to providing to individuals to become a screener;
  - b. To provide information for each hearing screening training specified in R9-13-109(C); and
  - c. The information provided in the request for certificate of completion is true and accurate; and
9. The individual's printed name and date of signature.
- D.** Within 10 calendar days from the date the Department receives an individual's request for a trainer certificate of completion, the Department shall send a notification to the individual that:
1. The individual may register to take classroom instruction and written examination, and
  2. How the individual may register.
- E.** If the Department determines there is a need for additional trainers prior to the November 1 submission date in subsection (B), the Department shall provide:
1. A notice to the public that trainer certificate of completion requests will be accepted.
  2. When an individual may submit a trainer certificate of completion request.
- F.** If the Department determines not to accept any trainer certificate of completion requests in subsection (B), the Department shall provide:
1. A notice to the public that no trainer certificate of completion requests will be accepted.
  2. The notice 30 days prior to the November 1 submission date in subsection (B).

**R9-13-111. Trainer Instruction, Examination, and Observation**

- A.** An individual requesting to become a trainer shall complete required classroom instruction, written examination, and observation within 160 calendar days from the date provided in the Department's notification specified in R9-13-110(D).
- B.** An individual, who has received notification from the Department specified in R9-13-110(D), shall attend classroom instruction provided by the Department or designee that includes:
1. Adult education learning strategies,
  2. Sensory curriculum,
  3. Hearing screening protocols, confirm
  4. Audiological equipment, and
  5. Written examination.
- C.** An individual who completes classroom instruction and written examination specified in subsection (B) shall:
1. Pass a written examination with a score of 80% or more;
  2. Obtain written confirmation from the Department or designee that indicates the individual's competency in the use of each type of audiological equipment in subsection (B)(4);
  3. Submit to the Department, in a Department-provided format, a request to schedule hearing screening training observation that includes:
    - a. The individual's:
      - i. Name,
      - ii. Address,
      - iii. E-mail address, and
      - iv. Telephone number;
    - b. The date the individual passed the written examination in subsection (C)(1); and
    - c. The date the individual is requesting the hearing screening training observation; and
  4. Submit the request to take the hearing screening training observation 30 calendar days prior to the individual's requested schedule hearing screening training observation in subsection (3)(c).
- D.** Within 10 calendar days from the date the Department receives an individual's request to schedule a hearing screening training observation, the Department shall send a notification to the individual that:
1. The individual may register for hearing screening training observation, and

2. How the individual may register.
- E.** An individual who completes hearing screening training observation in subsection (D) shall:
1. Pass the hearing screening training observation with a score of 80% or more; and
  2. Obtain a trainer certificate of completion from the Department or designee.
- F.** Within 10 calendar days from the date an individual passed the hearing screening training observation with a score of 80% or more, the Department shall send the individual a trainer certificate of completion.
- G.** An individual, who does not score at least 80% on a written examination in subsection (D), may take a second written examination no later than 30 calendar days after having taken the first written examination.
- H.** If an individual does not score at least 80% on the second written examination, the individual shall repeat the classroom instruction in subsection (B) before taking a third written examination.
- I.** An individual who does not pass the written examination in subsection (H) shall not be issued a certificate of completion.
- J.** An individual, who does not pass a training observation in subsection (E), may take a second training observation no later than 60 calendar days after having taken the first training observation.
- K.** If an individual does not pass the second training observation, the individual shall repeat the classroom instruction in subsection (B) and written examination in subsection (C) before taking a third training observation.
- L.** An individual who does not pass the training observation in subsection (K) shall not be issued a certificate of completion.
- M.** If an individual does not complete the hearing screening training observation within 160 calendar days in subsection (E), the individual shall reapply for a trainer certificate of completion as specified in R9-13-110.
- N.** By October 1 of each year, if the Department accepts requests specified in R9-13-110(B), the Department will provide a list of Department-approved core curriculum and applicable material related to classroom instruction in subsection (B).
- O.** An individual, who does not pass the written examination or pass the training observation may file an appeal according to A.R.S. Title 41, Chapter 6, Article 10.

**R9-13-112. Trainer Certificate of Completion Renewal**

- A.** A trainer's certificate of completion expires five years from the issue date specified on the certificate of completion.
- B.** Except as specified in R9-13-113(H), a trainer shall renew the trainer's certificate of completion every five years.

- C.** At least 60 calendar days before the expiration date of a certificate of completion, a trainer shall submit to the Department a renewal request in a Department-provided format that contains:
1. The trainer's:
    - a. Name,
    - b. Address,
    - c. E-mail address, and
    - d. Telephone number;
  2. For each continuing education course specified in R9-13-113(B) and (C), the following:
    - a. The course title,
    - b. A course description,
    - c. The name of the individual providing the continuing education course,
    - d. The date the continuing education course was completed, and
    - e. The total number of continuing education hours attended;
  3. For each hearing screening training specified in R9-13-109(C), the following:
    - a. Title of the classroom instruction, examination, or assessment provided, as applicable;
    - b. Date and location of the classroom instruction, examination, or assessment provided in subsection (a); and
    - c. Number of attendees;
  4. An attestation that the trainer affirms:
    - a. The continuing education courses specified in subsection (2) are applicable and consistent with the Department's approved continuing education courses;
    - b. To provide, if available to the public, notice of hearing screening instruction, examination, or assessment of competency specified in R9-13-109(D) to the Department 30 calendar days prior to the trainer providing to individuals to become a screener; and
    - c. The information in the request for renewal is true and accurate; and
  5. The trainer's printed name and date of signature.
- D.** Within 10 calendar days from the date a trainer submits a renewal request, the Department shall send the trainer a certificate of completion.
- E.** Except as specified in R9-13-113, a trainer who does not submit a trainer renewal request according to this Section 60 calendar days prior to the expiration date of the trainer's certificate of completion, the trainer's certificate of completion expires.

- F.** Except as specified in R9-13-113, a trainer who does not complete required continuing education specified in subsection (C)(2) shall apply for a trainer certificate of completion specified in R9-13-110 and R9-13-111.

**R9-13-113. Trainer Continuing Education**

- A.** By January 1 of each calendar year, the Department shall provide a list of Department-approved continuing education courses.
- B.** Each calendar year, a trainer, who is not an audiologist, shall complete 10 continuing education units approved by the Department.
- C.** Every two calendar years, a trainer, who is an audiologist, shall complete 20 continuing education units approved by the Department.
- D.** A trainer shall report continuing education units completed in subsection (B) and (C) as required in a trainer renewal request specified in R9-13-112(C).
- E.** By November 1 of a calendar year or every two calendar years, as applicable, a trainer, who was prevented from completing the required continuing education units due to a personal illness or an immediate family member's illness during at least six continuous months of the preceding 12 months, may request to defer continuing education units by submitting to the Department:
  - 1. A notification in a Department-provided format that contains:
    - a. The trainer's:
      - i. Name,
      - ii. Address,
      - iii. E-mail address, and
      - iv. Telephone number;
    - b. A statement regarding the trainer's personal or immediate family member's illness;
    - c. The number of continuing education units the trainer is requesting to defer;
    - d. The date submitted; and
    - e. An attestation that the trainer affirms the information provided in the request to defer continuing education is true and accurate; and
  - 2. The trainer's printed name and date of signature.
- F.** If a trainer completed any continuing education units during a calendar year in subsection (B) or every two calendar years in subsection (C), as applicable, report the completed continuing education units specified in R9-12-112(C)(2).
- G.** A trainer who defers continuing education units shall obtain the deferred continuing education during the first 180 calendar days of the subsequent calendar year.

- H.** A trainer called to active military service shall:
1. Submit a written notice of renewal extension to the Department that includes:
    - a. The trainer's:
      - i. Name,
      - ii. Address,
      - iii. E-mail address, and
      - iv. Telephone number;
    - b. A statement stating the reason for the notice of renewal extension;
    - c. The trainer's signature, including date of signature; and
    - d. A copy of the trainer's deployment documentation;
  2. Retain trainer certificate of completion for the term of service or deployment plus 180 calendar days;
  3. Defer the requirement for completing the continuing education specified in R9-13-112 for the term of service or deployment plus 180 calendar days; and
  4. Submit a renewal request according to R9-13-112 after the term of service or deployment plus 180 calendar days.

**R9-13-114. Requesting a Change**

A trainer requesting a change to personal information shall submit to the Department in a Department-provided format a written notice stating the information to be changed and indicating the new information within 30 calendar days after the effective date of the change.

**R9-13-115. Requirement for Screener or Trainer Certificate of Completion Issued Before Article Effective Date**

- A.** If a screener's certificate of completion expires before June 30, 2020, the screener whose certificate of completion includes pure tone audiometry or OAE and wishes to retain screener certificate of completion, shall complete training, examination, and assessment specified in R9-13-108 prior to the certificate's date of expiration.
- B.** If a screener's certificate of completion expires after June 30, 2020, the screener whose certificate of completion includes pure tone audiometry or OAE and wishes to retain screener certificate of completion, shall complete training, examination, and assessment specified in R9-13-108 prior to June 30, 2020.
- C.** A screener, whose certificate of completion includes both pure tone audiometry and OAE, shall renew current certificate of completion within 30 days prior to the expiration date of the certificate.

**This document contains an unofficial version of the new rules in 9 A.A.C. 13, Article 1, effective immediately.**

- D.** A trainer, who wishes to retain trainer certificate of completion and whose certificate of completion was issued before the effective date of this Article, shall submit a certificate of completion request specified in R9-13-110 no later than 30 days prior to November 2019.

unofficial version