



Janice K Brewer  
Governor

ARIZONA STATE BOARD OF PHYSICAL THERAPY  
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Charles D. Brown  
Executive Director

## Is your business required to register?

Beginning September 1, 2011, a business entity shall not offer *physical therapy services* unless it is registered with the Arizona State Board of Physical Therapy or meets specific exceptions. A business entity that offers physical therapy services to the public and is not exempt from registration under A.R.S. § 32-2030(H) shall separately register with the Board each location from which physical therapy services are offered in Arizona.

"Business entity" means a business organization that has an ownership that includes any persons who are not licensed or certified to provide physical therapy services in this state, that offers to the public professional services regulated by the board and that is established pursuant to the laws of any state or foreign country.

The exceptions include:

**1. The business entity is completely owned by an Arizona licensee. (Physical Therapist or Physical Therapist Assistant)**

2. The business entity is regulated by the federal government or a state, district or territory of the United States

3. The business entity is a sole proprietorship or partnership that consists exclusively of persons who are licensed by a health profession regulatory board as defined in section 32-3201.

**32-3201. Definitions**

"Health profession regulatory board" means any board that regulates one or more health professionals in this state.

"Health professional" means a person who is certified or licensed pursuant to chapter 7, 8, 11, 13, 14, 15, 15.1, 16, 17, 18, 19, 19.1, 21, 25, 28, 29, 33, 34, 35, 39, 41 or 42 of this title, title 36, chapter 4, article 6, title 36, chapter 6, article 7 or title 36, chapter 17.

3. A facility regulated by the federal government or a state, district or territory of the United States.

4. An administrator or executor of the estate of a deceased physical therapist or a person who is legally authorized to act for a physical therapist who has been adjudicated to be mentally incompetent for not more than one year from the date the board receives notice of the physical therapist's death or incapacitation.

5. A health care institution that is licensed pursuant to title 36.

"Health care institution" means every place, institution, building or agency, whether organized for profit or not, that provides facilities with medical services, nursing services, health screening services, other health-related services, supervisory care services, personal care services or directed care services and includes home health agencies as defined in section 36-151, outdoor behavioral health care programs and hospice service agencies.

If the exceptions listed above do not apply to your business entity you must be registered with the Arizona State Board of Physical Therapy before you can offer physical therapy services.

You may read the entire Physical Therapy Business Entities statute at:

<http://www.azleg.gov/FormatDocument.asp?inDoc=/ars/32/02030.htm&Title=32&DocType=ARS>.

**Turn Over for "What does registration require?"**



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## What does registration require?

1. The business entity must establish and implement a written protocol for the secure storage, transfer and access of the physical therapy records of the business entity's patients. This protocol must include, at a minimum, procedures for:
  - a. Notifying patients of the future locations of their records if the business entity terminates or sells the practice.
  - b. Disposing of unclaimed physical therapy records.
  - c. The timely response to requests by patients for copies of their records.
2. File a complete application with the Arizona Board of Physical Therapy. Each branch office (location) must be registered separately. The application can be downloaded at:  
<http://www.ptboard.az.gov/public1/pages/docs/BusinessEntityRegistrationForm080811.pdf>.
3. Pay the initial registration fee of \$50.00. Renew the registration by August 31 of every odd numbered year. The renewal fee is \$50.00
4. Notify the Board within thirty (30) days of any change in the entities name, address, telephone number, officers or directors, or manager.
5. The business entity must notify the board within thirty (30) days after the dissolution of any registered business entity or the closing or relocation of any facility and must disclose to the board the entity's procedure by which its patients may obtain their records.

## What else do I need to know?

1. For each location registered, a business entity shall display, in a location accessible to public view, the:
  - a. Registration certificate and current renewal verification of the business entity,
  - b. License and current renewal verification of every physical therapist who provides physical therapy services at the location, and
  - c. Certificate and current renewal verification of every physical therapy assistant who works at the location.
2. As provided under A.R.S. § 32-2047, a business entity that violates a requirement of A.R.S. § 32-2030 is subject to disciplinary action by the Board.
3. A registered business entity may provide assistance and advice to the Board relating to the regulation of business entities by:
  - a. Participating in the rulemaking process in a manner described under A.R.S. Title 41, Chapter 6, Article 3;
  - b. Submitting a petition under A.R.S. § 41-1033 and R4-24-502;
  - c. Submitting an appeal under A.R.S. § 41-1056.01 and R4-24-502;
  - d. Submitting a written criticism under R4-24-506; and
  - e. Attending a Board meeting.
4. Except for issues relating to insurance coding and billing that require the name, signature and license number of the physical therapist providing treatment, the registration does not:
  - a. Authorize a licensee in the course of providing physical therapy services for an entity registered pursuant to this section to disregard or interfere with a policy or practice established by the entity for the operation and management of the business.
  - b. Authorize a business entity registered pursuant to this section to establish or enforce a business policy or practice that may interfere with the professional judgment of the licensee in providing physical therapy services for the business entity or may compromise a licensee's ability to comply with this chapter.

*Turn Over for "Is your business required to register?"*