

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT  
STATE OF ARIZONA, BOARD OF PHYSICAL THERAPY**

**1. Subject of the substantive policy statement and the substantive policy statement number by which the document or policy statement is referenced:**

The purpose of this substantive policy statement is to clarify the requirements for a supervised clinical practice period. The substantive policy statement also clarifies the requirements for a supervisor of an interim permit holder completing a supervised clinical practice period.

**2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the publication or issuance:**

The substantive policy statement was approved by the Arizona Board of Physical Therapy and became effective November 19, 2007.

**3. Summary of the contents of the guidance document or the substantive policy statement:**

The substantive policy statement clarifies under what circumstances the Arizona Board of Physical Therapy shall issue an interim permit for purposes of completing a supervised clinical practice period as a requirement of physical therapist licensure or physical therapist assistant certification. The substantive policy statement distinguishes the interim permit from other types of authorizations to work or practice, and addresses the timing and specifics of the issuance of the interim permit. Finally, the substantive policy statement clarifies the requirements of the supervisor of a interim permit holder.

**4. A statement as to whether the guidance document or substantive policy statement is a new document or statement or a revision:**

SPS 2007-01 is a revised substantive policy statement.

**5. The name, address, and telephone number of the person to whom questions and comments about the guidance document or substantive policy statement may be directed:**

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**6. Information about where a person may obtain a copy of the guidance document or the substantive policy statement and the costs for obtaining the document or policy statement:**

A request may be submitted to the office of the Arizona Board of Physical Therapy as listed above. There is no cost for duplication of the two-page substantive policy statement. The document may be downloaded from the Board's web-site ([www.ptboard.state.az.us](http://www.ptboard.state.az.us)). There is a \$5 fee for the entire book of the statutes and rules for the Arizona Board of Physical Therapy.

**INTERIM PERMIT AND SUPERVISED CLINICAL PRACTICE PERIOD (SCPP) REQUIREMENTS**

*This substantive policy statement is advisory only. A substantive policy statement does not include internal procedural documents that only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties or include confidential information or rules made in accordance with the Arizona administrative procedure act. If you believe that this substantive policy statement does impose additional requirements or penalties on regulated parties you may petition the agency under Arizona Revised Statutes section 41-1033 for a review of the statement.*

A.R.S. §32-2001(4) defines “interim permit” as a permit issued by the Arizona Board of Physical Therapy that allows a person to practice as a physical therapist or to work as a physical therapist assistant for a specific period of time and under conditions prescribed by the Board before that person is issued a license or certificate.

Pursuant to A.R.S. §32-2025, Interim permits the Arizona Board of Physical Therapy shall issue an interim permit to a foreign educated physical therapist applicant who has otherwise met all other requirements for licensure. Pursuant to A.R.S. §32-2022(B)(7) the Board may determine that the foreign educated physical therapist applicant has already met this requirement if the applicant submits evidence of having completed clinical practice in another jurisdiction of the United States. The Board typically waives the requirement of the SCPP for foreign educated physical therapist applicants who are graduates of programs approved by the Commission on Accreditation on Physical Therapy Education (CAPTE).

Pursuant to A.R.S. §32-2028 the Board may determine it is necessary to issue an Interim permit to an applicant for physical therapist licensure or physical therapist assistant certification if the applicant has not held a license to practice physical therapy, or a certificate to work as a physical therapist assistant, for more than three consecutive years for purposes of determining the applicant’s competence.

An applicant issued an interim permit is thereafter known as an interim permit holder. An interim permit is not a temporary license to practice physical therapy, nor an unrestricted certificate to work as a physical therapist assistant. An interim permit is not an unrestricted license to practice physical therapy, nor an unrestricted certificate to work as a physical therapist assistant. An interim permit holder is issued a card indicating the interim permit number.

The Board shall approve the issuance of an interim permit in accordance with the time frames established in Board rule (Table 1). Interim permit issue dates shall coincide with the start date of the SCPP in order to allow the interim permit holder the maximum possible time (six months) with which to complete the supervised clinical practice as stipulated in A.R.S. §32-2025(C). Issuance of an interim permit may be delayed until such time the interim permit holder relocates to Arizona from another U.S. jurisdiction or a foreign country, or until such time a SCPP proposal has been approved by the Board.

The required evaluative tool for the Board approved supervisor is the Clinical Performance Instrument (CPI). The CPI consists of both a mid-term evaluation and a final evaluation component.

The interim permit holder shall submit a completed Agreement for Supervision of Interim Permit Holder During Supervised Clinical Practice Period and the required attachments to satisfy the requirement of a proposal for an SCPP to be considered by the Board. The Board shall approve or deny the proposed facility based on its assessment of whether it provides the opportunity for the interim permit holder to acquire the knowledge, skills and ability to be evaluated according to the CPI. An interim permit holder may submit a proposal that incorporates supervised practice at more than one facility and more than one supervisor to better ensure successful completion of the SCPP. Each supervisor is required to complete the CPI. An incomplete CPI will not be considered by the Board.

The approved SCPP supervisor shall:

- Provide continuous and on-site supervision of the Interim permit holder;

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- Observe the interim permit holder during the SCPP;
- Rate the interim permit holder's performance in each of the clinical performance criteria in the Physical Therapist Clinical Performance Instrument (CPI) or Physical Therapist Assistant Clinical Performance Instrument (CPI), at both the mid-point and the end of the SCPP;
- Submit documentation verifying the dates and hours the on-site supervisor provided on-site supervision, the start date, the mid-point and the ending date of the SCPP;
- Recommend that the interim permit holder be licensed, complete further supervised clinical practice;
- Submit the completed mid-term evaluation within 10 days after the mid-point of the SCPP and submit the final CPI no later than 30 days after completion date of the SCPP.

At any time during the SCPP, the Board may revoke an interim permit because of the interim permit holder's incompetence or for a violation of the Board's statutes or rules. Following a revocation an interim permit holder is entitled to a hearing pursuant to title 41, chapter 6, article 10.