



Douglas A. Ducey
Governor

State of Arizona
Board of Respiratory Care Examiners
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Executive Director

Audit FAQs

Q. What CEUs are you wanting us to submit?

A. Only CEUs that were obtained during your last licensure period will be accepted. Your licensure period is the period of licensure before your last renewal. All CEUs must be approved by the AARC or AzSRC. If you cannot provide a certificate specifically stating that the CEU was approved by either the AARC or the AzSRC then the CEU will not be approved.

Q. What if I cannot find any or only some of my CEUs?

A. Please send in what you have. If you are missing any or all CEUs please send an attached letter stating why you are missing the CEUs and the Board will review it.

Q. How can I send in my CEUs?

A. You can email, fax, regular mail or walk in your CEUs

Q. How long will it take to hear back after submitting my CEUs?

A. The Audit Coordinator will send you a receipt email stating that your CEUs were received. It will take several weeks to know if you have passed or failed the audit.

Q. What is your Fax number, email, or address?

A. The fax number is 602-542-5900. The address is 1400 W Washington st. suite 200 phoenix AZ 85007. The email is info@rb.az.gov

Q. Why am I being audited?

A. You were chosen at random by a computerized calculation from all of the licensees who renewed their license during the audit period.

Q. What happens if I fail the audit?

A. An allegation of unprofessional conduct will be filed against your license. You will be invited to sit before the board to be interviewed and explain why you were unable to prove compliance with the CEU requirement and why you potentially falsified your renewal application stating that you had completed 20 approved CEUs. The Board may take any of the actions available to them to resolve this allegation.

Q. Should I call in to get updates on the audit?

A. You may call the office. However, Board staff will have no update to provide you on the status of your Audit via telephone. You will be contacted by regular mail and/or email with the results of the audit as soon as there is an update. You will receive an email letting you know your audit response has been received. You will also receive an email letting you know that you have either passed or failed the Audit.