



Douglas A. Ducey,
Governor

Arizona State Board of Massage Therapy

“Protecting the Public’s Health”

1740 West Adams, Suite 3401
Phoenix, Arizona 85007

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VOLUNTEER HEALTH SERVICES REGISTRATION INSTRUCTIONS

QUALIFICATIONS:

Pursuant to A.R.S. § 32-3217, a massage therapist, who is not licensed to practice in the state of Arizona, may apply for a volunteer health services registration for up to 14 days, each calendar year if he/she meets *all* of the following requirements:

1. Holds an active and unrestricted license in a state, territory or possession of the United States;
2. Has never had a license revoked or suspended;
3. Is not the subject of an unresolved complaint;
4. Applies for registration every two years as prescribed by the board;
5. Agrees to render services at a free medical clinic that does not provide abortions and restricts the health professional’s authorized services and duties to the provision of care or service at a free medical clinic; and
6. Provides only the care or services that the health professional is licensed or authorized to provide by the health professional’s regulatory agency or this state’s regulatory board for the same health profession, whichever is more stringent.

INSTRUCTIONS:

1. **Section 1: Attestation:** To qualify for a volunteer health services registration, you must attest to the existence of certain conditions. You are required to notify the Board immediately if there are any changes to these circumstances during the application process or while holding a volunteer health services registration, at which time the Board may deny the pending application for a volunteer health services registration or revoke the volunteer health services registration.
2. **Section 2: Other State Licenses:** List all professional licenses you hold or have ever held. You do not need to list temporary licenses or permits. List all licenses regardless of the current status of the license. If you need additional space, please provide the required information on a separate sheet of paper.
3. Request written verification of licensure from each state listed in Section 2, except Arizona. A license verification form can be found on the Board’s website at https://massagetherapy.az.gov/sites/default/files/documents/files/Verification_of_Non-AZ_License_0.pdf. Verification must include disciplinary history, if any. The applicant is responsible for any fees. Verifications must be sent directly to the Arizona State Board of Massage Therapy from the other licensing agency. Online license profiles, wall certificates and wallet cards *do not* meet the requirements for written verification.
4. Submit a completed, signed and dated Statement of Citizenship form (attached to application).
5. **Section 3: Signature:** By signing the application, you are declaring, under penalty of perjury, that all statements on the application are true and correct. False or misleading statements on an application are acts of unprofessional conduct and grounds for disciplinary actions, including denial of the application for a volunteer health services registration or revocation of a volunteer health services registration.

6. Submit the original signed application in person, by mail, email or delivery service only.
7. Your volunteer health services registration will be complete once all verifications of licensure have been received. Verifications of licensure must be received within sixty (60) days from the date the Board receives the volunteer health services registration application. If all state license verifications have not been received within sixty (60) days, the volunteer health services registration application will expire and the file will be closed.
8. If granted, the volunteer health services registration expires two years from the date the volunteer health services registration is granted. A voluntary health services registration is not renewable, but a health professional may reapply for a new voluntary health services registration every two years.
9. A volunteer health services registration enables the professional to engage in fourteen days of practice each calendar year in the State of Arizona for the purpose of rendering services at a free medical clinic. The fourteen days of practice may be performed consecutively or cumulatively during each calendar year.



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VOLUNTEER HEALTH SERVICES REGISTRATION APPLICATION

Last Name _____ First Name _____ Middle _____

Male Female

Please list all other names, including former/maiden or other aliases:

Social Security Number _____ Date of Birth _____

ADDRESS OF RECORD

Street Address _____ Phone Number (include area code) _____

City _____ State _____ Zip Code _____ Country _____

Email Address _____ Fax (include area code) _____

In accordance with A.R.S. § 41-1030, the Board is required to notify you of the following:

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. This section may be enforced in a private civil action and relief may be awarded against the state. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against the state for a violation of this section.

E. A state employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the Agency's adopted personnel policy.

F. This section does not abrogate the immunity provided by section 12-820.01 of 12-820.02.

SECTION 1: ATTESTATION: Please initial each statement below attesting that the statement is true.

- _____ I hold an active and unrestricted license in a state, territory or possession of the United States;
- _____ I have never had a license revoked or suspended or surrendered;
- _____ I am not the subject of an unresolved complaint;
- _____ I will apply for registration every two years for as long as I plan to offer volunteer services;
- _____ I agree to render services at a free medical clinic that does not provide abortions and restricts the health professional's authorized services and duties to the provision of care or service at a free medical clinic;
- _____ I plan to provide only the care or services of a licensed massage therapist
- _____ I agree to volunteer for no more than fourteen days of practice, whether consecutive or cumulative, during each calendar year for the next two calendar years; and
- _____ I have read and understand the statutes contained in Arizona Revised Statutes Title 32, Chapters 32 and 42, and rules contained in Arizona Administrative Code Title 4, Chapter 15.

SECTION 2: OTHER STATE LICENSES: List each license you hold or have held regardless of its status. You must order written verification(s) for each license you hold or have held and shall cause the other entity to send it to the Arizona State Board of Massage Therapy. See instructions #2 and #3 on page 1, of the instructions, for more information.

Issuing Jurisdiction	License Number	Date of Issuance	Date of Expiration	Current License Status

SECTION 3: SIGNATURE: I declare under penalty of perjury that the foregoing is true and correct. I am the person herein named subscribing to this application; that I have read the Arizona statutes and rules regarding massage therapy; that I have read the complete application, know the full content thereof, and declare that all of the information contained herein and evidence or other credentials submitted herewith are true and correct; and that all the credentials submitted were procured without fraud or misrepresentation or any mistake of which I am aware. I hereby release the Arizona State Board of Massage Therapy from any liability arising out of the furnishing or inspection of any information which is material to the application of any subsequent registration. I further acknowledge that falsification or misrepresentation of any item or response on this application constitutes sufficient cause to deny the same or to hold a hearing to revoke the same, if issued.

Signature of Applicant

Date Signed

**ARIZONA STATEMENT OF CITIZENSHIP
AND ALIEN STATUS FOR STATE PUBLIC BENEFITS**
Professional License and Commercial License
Arizona State Board of Massage Therapy

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (the "Act"), 8 U.S.C. § 1621, provides that, with certain exceptions, only United States citizens, United States non-citizen nationals, non-exempt "qualified aliens" (and sometimes only particular categories of qualified aliens), non-immigrants, and certain aliens paroled into the United States are eligible to receive state or local public benefits. With certain exceptions, a professional license and commercial license issued by a State agency is a State public benefit.

Arizona Revised Statutes § 1-501 requires, in general, that a person applying for a license must submit documentation to the licensing agency that satisfactorily demonstrates that the applicant is lawfully present in the United States.

Directions: All applicants must complete Sections I, II, and IV. Applicants who are not U.S. citizens or nationals must also complete Section III. Submit this completed form and copy of one or more documents that evidence your citizenship or alien status with your application for license or renewal.

SECTION I – APPLICANT INFORMATION

APPLICANT'S NAME _____ DATE _____

TYPE OF APPLICATION (check one) INITIAL APPLICATION or RENEWAL

TYPE OF LICENSE MASSAGE THERAPY _____

SECTION II — CITIZENSHIP OR NATIONAL STATUS DECLARATION

Are you a citizen or national of the United States of America ("U.S.")? YES or NO
If no, please skip to and complete sections III and IV.

If yes, where were you born?

_____, _____, _____
CITY STATE OR EQUIVALENT COUNTRY

In addition, please submit, with your application, a legible copy (front and back) of a document from the lists below demonstrating proof of your U.S. citizenship or nationality. Types of proof most often submitted are copies of United States Passports or birth certificates. Below are lists of other accepted documents.

NAME OF DOCUMENT SUBMITTING

EXPIRATION DATE, IF ANY

SECTION III – ALIEN STATUS DECLARATION

To be completed by applicants who are *not* citizens of nationals of the United States of America. Please indicate your alien status by checking the appropriate box. In addition, please submit, with your application, a legible copy (front and back) of a document from the lists below that demonstrates your status.

QUALIFIED ALIEN STATUS (8 U.S.C. §§ 1621(a)(1) – 1641(b) and (c))

1. An alien lawfully admitted for permanent residence under the Immigration and Nationality Act (INA).
2. An alien who is granted asylum under Section 208 of the INA.
3. A refugee admitted to the United States under Section 207 of the INA.
4. An alien paroled into the United States for at least one year under Section 2212(d)(5) of the INA.
5. An alien whose deportation is being withheld under Section 243(h) of the INA.
6. An alien granted conditional entry under Section 203(a)(7) of the INA as in effect prior to April 1, 1980.
7. An alien who is a Cuban and Haitian entrant (as defined in section 501(e) of the Refugee Education Assistance Act of 1980).
8. An alien who is, or whose child or child's parent is a "battered alien" or an alien subjected to extreme cruelty in the United States.

NON-IMMIGRANT STATUS (8 U.S.C. § 1621(a)(2))

9. A non-immigrant under the Immigration and Nationality Act [8 U.S.C. § 1101 et seq.]. Non-immigrants are persons who have temporary status for a specific purpose (8 U.S.C. § 1101(15)).

ALIEN PAROLED INTO THE UNITED STATES FOR LESS THAN ONE YEAR (8 U.S.C. § 1621(a)(3))

10. An alien paroled into the United States for *less than one year* under Section 2212(d)(5) of the INA.

OTHER PERSONS (8 U.S.C. § 1621(c)(2)(A) and (C))

11. A non-immigrant whose visa for entry is related to employment in the United States.
12. A citizen of a freely associated state, if section 141 of the applicable compact of free association approved in Public Law 99-239 or 99-658 (or a successor provision) is in effect [Freely Associated States include the Republic of the Marshall Islands, Republic of Palau and the Federate States of Micronesia, 48 U.S.C. § 1901 et seq.].
13. A foreign national not physically present in the United States.

OTHERWISE LAWFULLY PRESENT (A.R.S. § 1-501)

14. A person not described in categories 1 – 13 who is otherwise lawfully present in the United States. **PLEASE NOTE: The federal Personal Responsibility and Work Opportunity Reconciliation Act may make persons who fall into this category ineligible for licensure. See 8 U.S.C. § 1621 (a).**

SECTION IV – DECLARATION

All applicants must complete this section. I declare under penalty of perjury under the laws of the State of Arizona that the answers I have given are true and correct to the best of my knowledge.

SIGNATURE

DATE

EVIDENCE OF U.S. CITIZENSHIP, U.S NATIONAL STATUS, OR ALIEN STATUS

LIST A: U.S. CITIZEN OR U.S. NATIONAL

Note: In this List, the term “Service” refers to the U.S. Citizenship and Immigration Service, formerly, the U.S. Immigration and Naturalization Service (INS).

[Source: Proposed Rules, Verification of Eligibility for Public Benefits, 8 CFR § 104.23; 63 FR 41662-01 August 4, 1998); and Interim Guidance of Verification of Citizenship, Qualified Alien Status and Eligibility Under Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (“Interim Guidance”), 62 FR 61344 (Nov. 17, 1997), Attachment 4].

Evidence showing U.S. citizen or U.S. national status includes the following:

a. Primary Evidence

- (1) An Arizona driver’s license issued after 1996 or an Arizona non-operating identification license;
- (2) A birth certificate or delayed birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction);
- (3) A signed non-expired United States passport;
- (4) Report of birth abroad of a U.S. citizen (FS-240) (issued by the Department of State to U.S. citizens);
- (4) Certificate of Birth (FS-545) (issued by a foreign service post) or Certification of Report of Birth (DS-1350), copies of which are available from the Department of State;
- (5) A tribal certificate of Indian blood;
- (6) A tribal or Bureau of Indian Affairs affidavit of birth;
- (7) Form N-550 or N-570, Certificate of Naturalization (issued by the Service through a Federal or State court, or through administrative naturalization after December 1990 to individuals who are individually naturalized; the N-570 is a replacement certificate issued when the N-550 has been lost or mutilated or the individual’s name has changed);
- (8) Form N-561, Certificate of Citizenship;
- (9) Form I-197, United States Citizen Identification Card (issued by the Service until April 7, 1983 to U.S. citizens living near the Canadian or Mexican border who needed it for frequent border crossings) (formerly
- (10) Form I-179, last issued in February 1974);
- (11) Form I-873 (or prior versions), Northern Marianas Card (issued by the Service to a collectively naturalized U.S. citizen who was born in the Northern Mariana Islands before November 3, 1986);
- (12) Statement provided by a U.S. consular official certifying that the individual is a U.S. citizen (given to an individual born outside the United States who derives citizenship through a parent but does not have an FS-240, FS-545, or DS-1350); or
- (13) Form I-872 (or prior versions), American Indian Card with a classification code "KIC" and a statement on the back identifying the bearer as a U.S. citizen (issued by the Service to U.S. citizen members of the Texas Band of Kickapoos living near the U.S./Mexican border).

If any of the aforementioned demonstrations of proof *do not* show the name you listed on your marriage license application/renewal or *does not* have a current photo, then you will have to either submit proof of the name change, a government issued document that contains a current photo or both.

[Source: Interim Guidance of Verification of Citizenship, Qualified Alien Status and Eligibility Under Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (“Interim Guidance”), 62 FR 61344 (Nov. 17, 1997), Attachment 4]

b. Secondary Evidence

If the applicant cannot present one of the documents listed in (a) above, the following may be relied upon to establish U.S. citizenship or U.S. national status:

- (1) Religious record recorded in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction) within three 3 months after birth showing that the birth occurred in such jurisdiction and the date of birth or the individual's age at the time the record was made;

- (2) Evidence of civil service employment by the U.S. government before June 1, 1976;
- (3) Early school records (preferably from the first school) showing the date of admission to the school, the applicant's date and U.S. place of birth, and the name(s) and place(s) of birth of the applicant's parent(s);
- (4) Census record showing name, U.S. nationality or a U.S. place of birth, and applicant's date of birth or age;
- (5) Adoption finalization papers showing the applicant's name and place of birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction), or, when the adoption is not finalized and the state or other U.S. jurisdiction listed above will not release a birth certificate prior to final adoption, a statement from a State- or jurisdiction-approved adoption agency showing the applicant's name and place of birth in one of such jurisdictions, and stating that the source of the information is an original birth certificate;
- (6) Any other document that establishes a U.S. place of birth or otherwise indicates U.S. nationality (e.g., a contemporaneous hospital record of birth in that hospital in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction).

c. Collective Naturalization

If the applicant cannot present one of the documents listed in (a) or (b) above, the following will establish U.S. citizenship for collectively naturalized individuals:

Puerto Rico:

- Evidence of birth in Puerto Rico on or after April 11, 1899 and the applicant's statement that he or she was residing in the U.S., a U.S. possession or Puerto Rico on January 13, 1941; or
- Evidence that the applicant was a Puerto Rican citizen and the applicant's statement that he or she was residing in Puerto Rico on March 1, 1917 and that he or she did not take an oath of allegiance to Spain.

U.S. Virgin Islands:

- Evidence of birth in the U.S. Virgin Islands, and the applicant's statement of residence in the U.S., a U.S. possession or the U.S. Virgin Islands on February 25, 1927;
- The applicant's statement indicating resident in the U.S. Virgin Islands as a Danish citizen on January 17, 1917 and residence in the U.S., a U.S. possession or the U.S. Virgin Islands on February 25, 1927, and that he or she did not make a declaration to maintain Danish citizenship; or
- Evidence of birth in the U.S. Virgin Islands and the applicant's statement indicating residence in the U.S., a U.S. possession or territory or the Canal Zone on June 28, 1932.

Northern Mariana Islands (NMI) (formerly part of the Trust Territory of the Pacific Islands (TTPI)):

- Evidence of birth in the NMI, TTPI citizenship and residence in the NMI, the U.S., or a U.S. territory or possession on November 3, 1986 (NMI local time) and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time);
- Evidence of TTPI citizenship, continuous residence in the NMI since before November 3, 1981 (NMI local time), voter registration prior to January 1, 1975 and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time); or
- Evidence of continuous domicile in the NMI since before January 1, 1974 and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time). Note: If a person entered the NMI as a nonimmigrant and lived in the NMI since January 1, 1974, this does not constitute continuous domicile and the individual is not a U.S. citizen.

d. Derivative Citizenship

If the applicant cannot present one of the documents listed in a or b above, the following may be used to make a determination of derivative U.S. citizenship:

Applicant born abroad to two U.S. citizen parents: Evidence of the U.S. citizenship of the parents and the relationship of the applicant to the parents, and evidence that at least one parent resided in the U.S. or an outlying possession prior to the applicant's birth.

Applicant born abroad to a U.S. citizen parent and a U.S. non-citizen national parent: Evidence that one parent is a U.S. citizen and that the other is a U.S. non-citizen national, evidence of the relationship of the applicant to the U.S. citizen parent, and evidence that the U.S. citizen parent resided in the U.S., a U.S. possession, American Samoa or Swain's Island for a period of at least one year prior to the applicant's birth.

Applicant born out of wedlock abroad to a U.S. citizen mother: - Evidence of the U.S. citizenship of the mother, evidence of the relationship to the applicant and, for births on or before December 24, 1952, evidence that the mother

resided in the U.S. prior to the applicant's birth or, for births after December 24, 1952, evidence that the mother had resided, prior to the child's birth, in the U.S. or a U.S. possession for a period of one year.

Applicant born in the Canal Zone or the Republic of Panama:

- A birth certificate showing birth in the Canal Zone on or after February 26, 1904 and before October 1, 1979 and evidence that one parent was a U.S. citizen at the time of the applicant's birth; or
- A birth certificate showing birth in the Republic of Panama on or after February 26, 1904 and before October 1, 1979 and evidence that at least one parent was a U.S. citizen and employed by the U.S. government or the Panama Railroad Company or its successor in title.

In all other situations in which an applicant claims to have a U.S. citizen parent and an alien parent, or claims to fall within one of the above categories, but is unable to present the listed documentation:

- If the applicant is in the U.S., the applicant should contact the local U.S. Citizenship and Immigration Service office for determination of U.S. citizenship;
- If the applicant is outside the U.S., the applicant should contact the State Department for a U.S. citizenship determination.
-

e. Adoption of Foreign-Born Child by U.S. Citizen

- If the birth certificate shows a foreign place of birth and the applicant cannot be determined to be a naturalized citizen under any of the above criteria, obtain other evidence of U.S. citizenship;
- Because foreign-born adopted children do not automatically acquire U.S. citizenship by virtue of adoption by U.S. citizens, the applicant should contact the local U.S. Citizenship and Immigration Service office for a determination of U.S. citizenship, if the applicant provides no evidence of U.S. citizenship.

f. U.S. Citizenship by Marriage

A woman acquired U.S. citizenship through marriage to a U.S. citizen before September 22, 1922. Provide evidence of U.S. citizenship of the husband, and evidence showing the marriage occurred before September 22, 1922.

Note: If the husband was an alien at the time of the marriage, and became naturalized before September 22, 1922, the wife also acquired naturalized citizenship. If the marriage terminated, the wife maintained her U.S. citizenship if she was residing in the U.S. at that time and continued to reside in the U.S.

LIST B: QUALIFIED ALIENS, NONIMMIGRANTS, AND ALIENS PAROLED INTO U.S. FOR LESS THAN ONE YEAR

The documents listed below that are registration documents are indicated with an asterisk ("*").

a. “Qualified Aliens”

Evidence of “Qualified Alien” status includes the following:

Alien Lawfully Admitted for Permanent Residence

- *Form I-551 (Alien Registration Receipt Card, commonly known as a "green card"); or
- Unexpired Temporary I-551 stamp in foreign passport or on *I Form I-94.

Asylee

- * Form I-94 annotated with stamp showing grant of asylum under section 208 of the INA;
- *Form I-688B (Employment Authorization Card) annotated "274a.12(a)(5)";
- * Form I-766 (Employment Authorization Document) annotated "A5";
- Grant letter from the Asylum Office of the U.S. Citizenship and Immigration Service; or
- Order of an immigration judge granting asylum.

Refugee

- * Form I-94 annotated with stamp showing admission under § 207 of the INA;
- * Form I-688B (Employment Authorization Card) annotated "274a.12(a)(3)"; or
- * Form I-766 (Employment Authorization Document) annotated "A3".

Alien Paroled Into the U.S. for a Least One Year

- * Form I-94 with stamp showing admission for at least one year under section 212(d)(5) of the INA. (Applicant cannot aggregate periods of admission for less than one year to meet the one-year requirement.).

Alien Whose Deportation or Removal Was Withheld

- * Form I-688B (Employment Authorization Card) annotated "274a.12(a)(10)";
- * Form I-766 (Employment Authorization Document) annotated "A10"; or
- Order from an immigration judge showing deportation withheld under §243(h) of the INA as in effect prior to April 1, 1997, or removal withheld under § 241(b)(3) of the INA.

Alien Granted Conditional Entry

- * Form I-94 with stamp showing admission under §203(a)(7) of the INA;
- * Form I-688B (Employment Authorization Card) annotated "274a.12(a)(3)"; or
- * Form I-766 (Employment Authorization Document) annotated "A3."

Cuban/Haitian Entrant

- * Form I-551 (Alien Registration Receipt Card, commonly known as a "green card") with the code CU6, CU7, or CH6;
- Unexpired temporary I-551 stamp in foreign passport or on * Form I-94 with the code CU6 or CU7; or
- Form I-94 with stamp showing parole as "Cuba/Haitian Entrant" under Section 212(d)(5) of the INA.

Alien Who Has Been Declared a Battered Alien or Alien Subjected to Extreme Cruelty

- U.S. Citizenship and Immigration Service petition and supporting documentation.

b. Nonimmigrant

Evidence of "Nonimmigrant" status includes the following:

- * Form I-94 with stamp showing authorized admission as nonimmigrant.

c. Alien Paroled into U.S. for Less than One Year

Evidence includes:

- * Form I-94 with stamp showing admission for less than one year under section 212(d)(5) of the INA.