

APA-1

TRANSMITTAL SHEET FOR NOTICE
OF INTENDED ACTION

Control: 580

Department or Agency: Department of Mental Health Substance Abuse Services
Division

Rule No.: 580-9-47-.03

Rule Title: Prevention Records

Intended Action Amend

Would the absence of the proposed rule significantly harm or
endanger the public health, welfare, or safety? No

Is there a reasonable relationship between the state's police
power and the protection of the public health, safety, or welfare? No

Is there another, less restrictive method of regulation available
that could adequately protect the public? No

Does the proposed rule have the effect of directly or indirectly
increasing the costs of any goods or services involved? No

To what degree?: N/A

Is the increase in cost more harmful to the public than the harm
that might result from the absence of the proposed rule? No

Are all facets of the rule-making process designed solely for the
purpose of, and so they have, as their primary effect, the
protection of the public? Yes

Does the proposed action relate to or affect in any manner any
litigation which the agency is a party to concerning the subject
matter of the proposed rule? No

Does the proposed rule have an economic impact? No

If the proposed rule has an economic impact, the proposed rule is required to be
accompanied by a fiscal note prepared in accordance with subsection (f) of Section
41-22-23, Code of Alabama 1975.

Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance
with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it
conforms to all applicable filing requirements of the Administrative Procedure
Division of the Legislative Services Agency.

Signature of certifying officer

Fred McCoy, III Director Office of Certification
Administration
Fred McCoy, III

Date

Monday, April 14, 2025

REC'D & FILED
APR 15, 2025
LEGISLATIVE SVC AGENCY

APA-2

DEPARTMENT OF MENTAL HEALTH SUBSTANCE ABUSE SERVICES DIVISION

NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama Department of Mental Health

RULE NO. & TITLE: 580-9-47-.03 Prevention Records

INTENDED ACTION: Amend

SUBSTANCE OF PROPOSED ACTION:
to amend the code

TIME, PLACE AND MANNER OF PRESENTING VIEWS:
6/5/2025
Beth Bergeron Beth.bergeron@mh.alabama.gov

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:
Wednesday, June 4, 2025

CONTACT PERSON AT AGENCY:
Fred McCoy, III

*Fred McCoy, III Director Office of Certification
Administration*

Fred McCoy, III

(Signature of officer authorized
to promulgate and adopt
rules or his or her deputy)

580-9-47-.03 Prevention Records

____ (1) ____ Prevention activities shall be documented ~~by hard copy format~~ and kept on file by the prevention provider.

~~(2) Certified staff members who perform prevention services must document the following:~~

~~(a) Date and physical location where service was delivered.~~

~~(b) Topic addressed.~~

~~(c) Description of activities.~~

~~(d) Length of the presentation.~~

~~(e) Number of participants.~~

~~(f) Identification of participants by gender.~~

~~(g) Identification of participants by age.~~

~~(h) Identification of participants by race/ethnicity.~~

~~(i) Domain.~~

~~(j) Prevention strategy.~~

~~(k) An ADMH approved attendance log or a printout of the teacher list with teacher signature or~~ An ADMH approved attendance log, or a printout of the teacher list shall be attached, if applicable. ~~authorized classroom~~

____ (2) ____ Prevention staff who perform prevention services shall document services on the ADMH approved activity sheet ~~representative (prevention activity form).~~

~~(l) The signature of the individual(s) who provided the actual prevention service.~~ ____

~~(m) Applicable billing codes.~~ ____ (3) ~~All supporting documentation for prevention services performed by a provider must be maintained and readily available for at least three (3) previous fiscal years~~ Prevention Records and supporting

documentation shall be maintained and readily accessible to ADMH
for current certification period.

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Author: Division of Substance Abuse Services

Statutory Authority: Code of Ala. 1975, §22-50-11.

History: New Rule: Filed January 27, 2000; effective March 2, 2000. **New Rule:** Filed June 19, 2012; effective July 24, 2012.

Repealed: Filed June 25, 2012; effective July 30, 2012. **Amended:** Filed August 22, 2013; effective September 26, 2013. **Amended:**

Published ; effective .