



STATE OF IDAHO - BOARD OF DENTISTRY
350 N. 9TH Street, Suite M-100, P.O. Box 83720, Boise, ID 83720-0021
Phone: (208) 334-2369 Fax: (208) 334-3247

REQUEST TO EXAMINE AND/OR COPY PUBLIC RECORDS

(This portion to be completed by person making public records request.)

Date of Request: _____ Telephone Number: _____ Fax Number: _____

Name (please type or print): _____

Mailing Address: _____

Description of Public Record(s) Sought to be Examined (please be very specific):

(If more than 100 pages are copied, a charge of fifteen cents (\$.15) per page will be imposed for any copies above 100.) If the actual labor associated with locating and copying documents for a request exceeds two person hours, the individual requesting the information will be informed that there will be a fee to recover the actual labor cost associated with locating and copying documents. The fee will be \$25 per hour for labor and fifteen cents per page for photocopying.

Signature of Requestor: _____

(The portion below to be completed by the Board of Dentistry ["BOD"].)

Date Request Received: _____ Date of BOD's Response: _____

Person Reviewing and Responding to Request: _____

(Initial below where applicable.)

_____ Notice – The public records you requested to examine and/or copy are not in the custody and control of the BOD. Therefore, the BOD is unable to consider your request.

_____ Notice - A longer period of time is needed to locate or retrieve the public records requested. A response shall be made within ten (10) working days of the date of your request.

_____ Notice - Your request to examine and/or copy public records in the custody and control of the BOD is granted.

_____ Copies are enclosed.

_____ Copies will be sent upon receipt of your payment in the amount of \$_____.

(Please make your check payable to the Idaho State Board of Dentistry)

_____ Copies are not enclosed. Please call the public records clerk at (208) 334-2369 to make arrangements to examine the records during regular office hours.

_____ Notice - Your request to examine and/or copy public records in the custody and control of the BOD is granted in part and denied in part. The BOD's attorney has reviewed your request and determined that certain of the public records requested are exempt from disclosure in accordance with the statutory authority identified below. Information regarding your right to appeal this partial denial is also set forth below.

_____ Notice - Your request to examine and/or copy public records in the custody and control of the BOD is denied. The BOD's attorney has reviewed your request and determined that the public records requested are exempt from disclosure in accordance with the statutory authority set forth below. Information regarding your right to appeal this denial is also set forth below.

STATUTORY BASIS FOR DENIAL OR PARTIAL DENIAL OF REQUEST TO EXAMINE AND/OR COPY PUBLIC RECORDS – RECORDS EXEMPT FROM DISCLOSURE

(Initial below where applicable.)

_____ Idaho Code § 74-104.(1) – Any public record exempt from disclosure by federal or state law or federal regulations to the extent specifically provided for by such law or regulation. The applicable federal or state law/regulation is found at: _____

_____ Idaho Code § 74-106.(1) – Personnel records of a current or former public official or employee other than employment history, classification, pay grade and step, longevity, gross salary and salary history, status, workplace and employing agency.

_____ Idaho Code § 74-106.(8) – Personal records, other than names, business addresses and business phone numbers, submitted to a public agency pursuant to a statutory requirement for licensing, certification, permit or bonding.

_____ Idaho Code § 74-106.(9) – Information obtained as part of an inquiry into a person's fitness to be granted or retain a license, certificate, permit, privilege, commission or position.

_____ Idaho Code § 74-106.(13) – Records of hospital care, medical records, including prescriptions, drug orders, records or any other prescription information that specifically identifies an individual patient.

_____ Idaho Code § 74-108.(5) – Test questions, scoring keys, and other data used to administer a licensing examination, employment, academic or other examination or testing procedure before the examination is given if the examination is to be used again.

Idaho Public Records Act - information regarding right to appeal denial or partial denial of public records request [Idaho Code § 9-343(1)] – The sole remedy for a person aggrieved by the denial of a request for disclosure is to institute proceedings in the district court of the county where the records or some part thereof are located, to compel the public agency to make the information available for public inspection in accordance with the provisions of this act. The petition contesting the public agency's decision shall be filed within one hundred eighty (180) calendar days from the date of mailing of the notice of denial or partial denial by the public agency. The time for responsive pleadings and for hearings in such proceedings shall be set by the court at the earliest possible time, or in no event beyond twenty-eight (28) calendar days from the date of filing.