

109:2-6-03

**Approval of school.**

- (A) The commander of a school shall, twenty-one days prior to the beginning date, complete and forward to the executive director on forms supplied by the executive director, an application, a training calendar, and a preliminary enrollment list.
- (B) The school approved by the executive director shall include topics in the following units: administration, legal, investigation, firearms, defensive tactics, human relations, emergency aid, and other subject matter as prescribed by the executive director.
- (C) The preliminary enrollment list shall include the name of each criminal investigator. The list shall be signed by the commander stating that he has personal knowledge that each attendee has been authorized by the state public defender to attend the school.
- (D) Prior to any training being conducted at a given site, an on-site inspection shall be conducted by a commission staff member. Each school shall have available all necessary classroom space, training aids, access to a firearms range, and other equipment deemed necessary by the executive director for the training of criminal investigators.
- (E) A school will not be approved that has less than ten students unless the commander certifies that there are less than ten criminal investigators who need training; that has less than six approved instructors; or which extends more than sixteen weeks. The executive director may grant an extension when circumstances beyond the control of the commander, prevent the completion of the school within sixteen weeks.
- (F) The executive director shall indicate in writing to the commander of the school approval to begin training.
- (G) Revocation of school approval
  - (1) The executive director may revoke the approval of any school for failure to maintain the minimum standards as set forth in this chapter. The executive director shall notify the commander of the school in writing of the revocation and shall send notice by registered mail, return receipt requested, not later than the business day next succeeding such order. Such notice shall state the reasons for the executive director's action, applicable statutes or rules, and state that the party will be afforded a hearing if requested within thirty days of the date of mailing. A copy of such notice shall be mailed to the attorney or other representative of record representing the party. Notice of hearings shall be made in accordance with section 119.06 of the Revised Code.

- (2) The commission shall conduct the hearing in conformance with the provisions of sections 119.01 to 119.13 of the Revised Code.
- (3) Upon the receipt of the notice of revocation by the commander, the commander shall cease operation of the school even though a hearing has been requested in accordance with sections 119.01 to 119.13 of the Revised Code.

R.C. 119.032 review dates: 02/04/2013 and 02/04/2018

CERTIFIED ELECTRONICALLY

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Certification

02/04/2013

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Date

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