

3701-18-04

Application requirements for initial approval of training and competency evaluation program.

(A) A long-term care facility, employee organization, person, or government entity seeking approval of a TCEP shall submit a completed application to the director or the director's designee for approval of the program. The application may be filed at any time.

(B) A completed application for initial approval of a TCEP includes:

(1) Completed application forms prescribed by the director

(2) A nonrefundable application fee of three hundred dollars.

(3) Documentation that each proposed primary instructor who will provide any part of the classroom instruction, including laboratory simulation, clinical experience, or evaluation of trainees possesses the qualifications required by rule 3701-18-09 of the Administrative Code;

(4) A copy of the agreement between the applicant and the proposed program coordinator required by paragraph (A) of rule 3701-18-09 of the Administrative Code, unless the applicant:

(a) Is the proposed program coordinator; or

(b) Plans to operate a facility-based TCEP and the program coordinator is an employee of the facility

(5) The location and a description of the physical facilities that a TCEP intends to use for classroom instruction, including any laboratory simulation; and

(6) The name, address, facility provider number or, if the facility is not medicare or medicaid certified, the facility license number or "code number, if applicable," and a description of each long-term care facility with which the program will have arrangements for provision of the clinical experience portion of the program, and copies of the written agreements reflecting those arrangements. A facility-based TCEP is not required to submit a copy of a written agreement with the long-term care facility that operates the program.

(7) A curriculum plan, on a form prescribed by the director or the director's designee, for each curriculum standard listed in the appendix to rule 3701-18-12 of the Administrative Code, that includes:

(a) The performance objectives prepared in accordance with paragraph (B) of rule 3701-18-12 of the Administrative Code;

(4) Veterans identification card from the department of veterans affairs.

All acceptable proof documents, except the veterans identification card, must show the veteran status as honorable, general, general under honorable conditions, or discharged or released under conditions other than dishonorable.

(D) If an applicant proposes to offer two or more programs simultaneously, using different primary instructors or different teams of primary instructors, the applicant shall file a separate application and pay a separate application fee for each such program. A separate application is not required if the applicant wishes to list individuals who possess the qualifications required by the applicable provisions of this chapter to serve as substitutes when the regular primary instructors are unavailable.

(E) The director or the director's designee may request from an applicant any additional information necessary to assess compliance with the applicable criteria for program approval established by this chapter to be provided by the applicant within the time specified by the director or the designee. The director or designee shall mail a written notice to the applicant either approving or proposing to deny approval of a TCEP within sixty days of receipt of the application.

(F) No applicant shall obtain or attempt to obtain approval of a TCEP fraudulently or deceptively.

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CERTIFIED ELECTRONICALLY

Certification

11/14/2022

Date

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