

3701-18-05

**Application requirements for reapproval of training and competency evaluation program.**

(A) A long-term care facility, employee organization, person, or government entity seeking reapproval of a TCEP shall, on an electronic system approved by the director, submit a completed application to the director or the director's designee for reapproval of the program.

(B) A completed application for reapproval of a TCEP:

(1) Includes:

(a) The name and address of the program;

(b) The program's approval number;

(c) The enrollment for the twenty-four months preceding submission of the renewal application;

(d) The number of completed programs held during the twenty-four months preceding submission of the renewal application;

(e) A list of the current program coordinator and primary instructors, and the date each primary instructor last taught;

(f) Copies of any new or revised contracts with long-term care facilities for provision of clinical experience, if the contracts have not been submitted already under paragraph (B) of rule 3701-18-06.1 of the Administrative Code. 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;

(g) A statement, signed by the program coordinator, certifying that the program currently is in compliance with sections 3721.29, 3721.30 and 3721.31 of the Revised Code and this chapter; and

(h) The overall plan for scheduling and implementing both the classroom instruction and clinical experience portions of the program;

(2) Is filed no later than the sixtieth day before the expiration date of the program's initial approval or most recent reapproval; and

(3) Is accompanied by a nonrefundable application fee of three hundred dollars.

(C) The director or the director's designee may request from a program any additional information necessary to assess compliance with the applicable criteria for program

reapproval established by this chapter, to be provided by the applicant within the time specified by the director or the designee. Within sixty days after receiving an application for reapproval, the director or the designee shall provide written notice to the applicant either approving or proposing to deny the reapproval of the TCEP.

Replaces: 3701-18-05  
Effective: 11/24/2022  
Five Year Review (FYR) Dates: 11/14/2027

CERTIFIED ELECTRONICALLY

---

Certification

11/14/2022

---

Date

Promulgated Under: 119.03  
Statutory Authority: 3721.28, 3721.29, 3721.30, 3721.31  
Rule Amplifies: 3721.30, 3721.31  
Prior Effective Dates: 09/05/1993, 02/10/2002, 05/01/2007, 03/25/2010,  
11/01/2010, 04/01/2012, 08/01/2017, 07/29/2022  
(Emer.)