

4501-8-18

**Inspections and investigations.**

- (A) Every place used as an office or classroom by a driver training enterprise, except as provided in paragraph (B) of this rule, shall be subject to inspection and/or investigation by the director during reasonable hours. Inspections and investigations may include, but are not limited to, any and all records, facilities, classroom instruction, virtual classroom instruction, behind-the-wheel instruction, and vehicles used for behind-the-wheel instruction. The enterprise's authorizing official or the school's adult training coordinator shall make school records, student records, vehicles, and facilities required by this chapter available to the director for inspection. The adult training coordinator or authorizing official shall, upon the director's request, produce records for copying. Such records shall be promptly returned to the school.
- (B) An online enterprise shall be subject to inspections and/or investigations by the director during reasonable hours. Inspections and investigations may include, but are not limited to, all student records, training modules, information technology infrastructure, security measures and other aspects of the online abbreviated adult program. The director may inspect and/or investigate supporting documentation to include access to computer logs related to the inspection and/or investigation. If the technical support, application server host, or data storage facilities are located outside the state of Ohio, the authorizing official shall submit, upon request of the director, a report encompassing the rules of this chapter to meet the requirements in lieu of a state-conducted inspection and/or investigation of technical support, application server host, or data storage facilities. The authorizing official shall make school and student records required by this chapter available to the director online, in a password-protected environment, upon request.

Effective:

Five Year Review (FYR) Dates: 6/7/2022

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Certification

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Date

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