

4723-14-09

Process to obtain initial approval as an OBN approver.

(A) To become an OBN approver the following shall be submitted to the board:

(1) A completed application using the form specified by the board that includes:

- (a) Demographic data;
- (b) Philosophy of the proposed OBN approver;
- (c) Goals for the proposed OBN approver;
- (d) Information with respect to material resources and physical facilities of the proposed OBN approver;
- (e) Information regarding the budget planning and administration process of the proposed OBN approver;
- (f) A description of the record-keeping system to be used by the proposed OBN approver;
- (g) A description of the total proposed OBN approver evaluation process;
- (h) A description of the defined unit administratively responsible for coordinating all aspects of the proposed OBN approver;
- (i) A description of the process for approving provider programs or provider units that shall include peer review directed by a registered nurse who holds a master's degree and either:
 - (i) Has a background or education in adult education; or
 - (ii) Has documented knowledge of the continuing education process;
- (j) A copy of the policies required by rule 4723-14-12 of the Administrative Code.

(2) An attestation that the information provided to the board is true and accurate.

(B) The board may conduct a site visit of the proposed OBN approver to verify the accuracy of the information submitted to the board in the application process.

- (C) The board shall notify the proposed OBN approver in writing if additional information is needed. The notice shall specify a time frame for submission of the requested information.

- (D) At a regularly scheduled board meeting the board shall review a summary of the completed application submitted by the proposed OBN approver and any other information required by the board to determine compliance with this chapter. After review the board shall do one of the following:
 - (1) Grant initial approval to the proposed OBN approver and assign an OBN approver number. Both shall be valid for two years;

 - (2) Propose to deny approval pursuant to an adjudication under Chapter 119. of the Revised Code; or

 - (3) Defer action pending submission by the proposed OBN approver of additional information that addresses any area of deficiency identified by the board.

- (E) The board shall provide written notice of its decision to the proposed OBN approver.

- (F) A proposed OBN approver shall not approve a continuing education activity or provider unit until authorized by the board to do so.

R.C. 119.032 review dates: 10/15/2007 and 10/01/2012

CERTIFIED ELECTRONICALLY

Certification

10/15/2007

Date

Promulgated Under: 119.03
Statutory Authority: RC 4723.07, 4723.79
Rule Amplifies: RC 4723.24
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