

4723-14-17

Standards for approval of the total continuing education program of a provider unit.

- (A) An OBN approver may elect to approve and reapprove the total continuing education program of a provider unit for a specified period of time, not to exceed three years. The approval and reapproval processes shall be based on an in-depth analysis by the OBN approver of the ability of the provider unit to meet the board continuing education requirements and standards as set forth in this chapter of the Administrative Code and to maintain the standards and requirements during the approval period. The application to the OBN approver shall include documentation of meeting the following requirements:
- (1) The provider unit shall have demonstrated the ability to use the board continuing education standards as set forth in this chapter of the Administrative Code by having received approval for a specified number of continuing education activities or contact hours prior to applying for approval of the total continuing education program;
 - (2) The provider unit shall be an identifiable unit and shall have a philosophy, goals, and objectives in accordance with this chapter;
 - (3) The provider unit shall have sufficient resources to meet and maintain board standards as set forth in this chapter of the Administrative Code. These resources shall include, but not be limited to, the following:
 - (a) A registered nurse responsible for the planning and implementation of continuing education activities; and
 - (b) Licensees or Ohio certified dialysis technicians and other Ohio board of nursing certificate holders to provide peer review of the continuing education activities at the direction of the responsible registered nurse;
 - (4) The provider unit shall have ready for implementation the following:
 - (a) A policy requiring all continuing education standards and requirements set forth in this chapter of the Administrative Code to be met and maintained;
 - (b) A policy requiring all individual continuing education activities ~~sponsored~~ provided by the provider unit to meet the standards for approved continuing education activities set forth in this chapter of the Administrative Code, that all the required documentation and peer review of the application are complete prior to the presentation of the

continuing education activity, and that the required records are completed after the presentation and maintained in accordance with rule 4723-14-12 of the Administrative Code;

- (c) A co-sponsorship policy requiring a written agreement and which establishes a mechanism whereby the provider who has obtained approval from an OBN approver maintains control of and responsibility for all aspects of meeting and maintaining continuing education standards set forth in this chapter of the Administrative Code;
 - (d) A policy requiring all advertising used by the provider to meet the requirements of paragraphs (E) or (F) of rule 4723-14-14 of the Administrative Code;
 - (e) A record-keeping policy in accordance with paragraph (A)(8) of rule 4723-14-12 of the Administrative Code; and
 - (f) A policy requiring ongoing evaluation of the ~~provider's~~ provider unit's total program; and
- (5) The applicant for approved provider unit status ~~provider~~ shall submit to the OBN approver a sample application for ~~, as part of the application package, a sample application for approval of a continuing education activity which has been previously approved by an OBN approver submitted individually for approval by the provider prior to the application for total continuing education program approval.~~ The sample application shall document the meeting of the standards and requirements for an approved continuing education activity set forth in this chapter of the Administrative Code;
- (B) Any significant change made in the provider unit during the period of approval shall be submitted to the OBN approver within ~~ninety~~ thirty days of the change; and
- (C) The reapproval process for a total continuing education program approved by an OBN approver may be simplified. At a minimum an update on policies, evaluation data, and a sample application for approval including a copy of advertising materials shall be part of a reapproval application.

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CERTIFIED ELECTRONICALLY

Certification

01/21/2003

Date

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