

4723-14-18

Termination of approval activities.

(A) An OBN approver who intends to terminate its approval status must establish and implement a plan for the orderly transfer of approver activities before the anticipated termination date, as follows:

- (1) The OBN approver must give written notice to the board of its intent to surrender its OBN approver status at least six months before the anticipated termination date;
- (2) The OBN approver must give written notice to all of its approved providers of continuing education activities that it intends to surrender its OBN approver status at least six months before the anticipated termination date;
- (3) At least thirty days before the anticipated termination date, the OBN approver must give written notice to the board that includes the status of its approved provider units and the OBN approver's plan; and
- (4) On or before the termination date, the OBN approver must identify a custodian of records and a record maintenance plan to ensure that the records will be maintained for at least six years, as required by rule 4723-14-12 of the Administrative Code.

(B) In the event an OBN approver must immediately cease its activities and is unable to comply with the time frames included in this rule, the OBN approver must identify a custodian of records and a record maintenance plan to ensure that the records will be maintained for at least six years, as required by rule 4723-14-12 of the Administrative Code.

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Certification

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Date

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