

4723-5-08

Proposed programs and requirements for a program with conditional approval.

(A) The following entities may apply to the board as a program and shall comply with the process set forth in paragraph (B) of this rule:

- (1) A person, as defined in paragraph ~~(R)~~(Q) of rule 4723-3-01 of the Administrative Code who proposes to conduct a program;
- (2) A program intending to change to one of a different type but continuing to prepare graduates to take the same licensure examination; or
- (3) A program, currently approved by the board, that proposes to conduct a program at a different site, when the proposed program does not include a philosophy; conceptual framework or organizing theme; program objectives or outcomes; course objectives or outcomes; curriculum; and admission, progression, and completion policies identical to the program currently approved by the board.

(B) The following steps shall be followed to initiate the approval process for a new program:

- (1) The applicant shall submit a written request to the board that indicates a desire to establish a program eligible for approval;
- (2) Prior to the development of the program proposal, as set forth in paragraph (C) of this rule, the administrator of the proposed program, who meets the qualifications set forth in rule 4723-5-10 of the Administrative Code or rule 4723-5-11 of the Administrative Code, shall contact the board to schedule a meeting with the board's executive director or designee to review the minimum standards, the proposal process, and the approval process; and
- (3) The administrator of the proposed program shall complete the entire proposal, as set forth in paragraph (C) of this rule, prior to submitting the proposal to the board for approval. The complete proposal shall be submitted to the board no later than ~~sixteen~~ four weeks prior to the presentation to the board or its designee. ~~the~~ The number of copies of the proposal to be submitted shall be determined by the board.

(C) A complete proposal for approval of a proposed program shall include the following:

- (1) The rationale for establishing a proposed program;

- (2) The official name and address of the proposed program and the proposed program's controlling agency;
- (3) The planned date for admission of the first class and a projected date of completion for the first graduate of the proposed program;
- (4) A description of the plan for meeting and maintaining at least the following minimum standards:
 - (a) Organization and administration of the program as set forth in rule 4723-5-09 of the Administrative Code;
 - (b) Qualifications of administrative, faculty, and instructional personnel for a professional or practical nursing education program as set forth in rule 4723-5-10 of the Administrative Code or rule 4723-5-11 of the Administrative Code;
 - (c) Program policies as set forth in rule 4723-5-12 of the Administrative Code;
 - (d) Curriculum for a professional nursing education program as set forth in rule 4723-5-13 of the Administrative Code or a practical nursing education program as set forth in rule 4723-5-14 of the Administrative Code;
 - (e) Evaluation plan of the program as set forth in rule 4723-5-15 of the Administrative Code;
 - (f) The program contractual relationships as set forth in rule 4723-5-17 of the Administrative Code;
 - (g) Supervision of a nursing student as set forth in rule 4723-5-18 of the Administrative Code;
 - (h) Responsibilities of faculty teaching a nursing course as set forth in rule 4723-5-19 of the Administrative Code;
 - (i) Responsibilities of faculty and instructional personnel in a clinical setting involving the delivery of care to an individual or group of individuals as set forth in rule 4723-5-20 of the Administrative Code; and

- (j) Program records as set forth in rule 4723-5-21 of the Administrative Code;
and
- (5) Other information requested by the board relating to the proposal submitted by the administrator of the program.
- (D) After receipt and review of the complete proposal, a representative of the board shall conduct a survey visit of the proposed program and its facilities, prior to board review of the proposal, to verify the accuracy of the information presented in the proposal. The survey visit shall not be construed as affirming that the proposed program meets the required minimum standards. A report of the survey visit shall be provided to the administrator of the program.
- (E) At a regularly scheduled board meeting, the board shall review the proposal and review the survey visit report to consider the approval status of the program. At the board's request, the administrator of the program, who prepared the proposal, shall present the proposal to the board and may provide any additional information. Following this review and presentation, the board may take the following action:
- (1) If the board determines that the minimum standards are met, and the proposal outlines a plan for maintaining minimum standards, the program shall be granted conditional approval, may begin final acceptance of students into the program, and may begin to implement the program; or
 - (2) If the board determines that the minimum standards have not been met, or maintained where applicable, the board shall propose to deny conditional approval in accordance with Chapter 119. of the Revised Code as set forth in rule 4723-5-04 of the Administrative Code.
- (F) When conditional approval is granted to a program, the program shall be implemented with the first class entering on the date originally identified by the proposed program. If circumstances alter the plan to admit students on the originally identified date, conditional approval shall not be extended automatically. The program shall submit to the board a written request for an extension of the implementation date.
- (G) During the period of conditional approval, the administrator of the program shall submit progress reports to the board as directed by the board. The progress reports shall include at least the following information:
- (1) A summary of the evaluations of each course implemented by the program faculty;

- (2) A summary of the evaluations of each clinical experience in relation to the established clinical objectives;
 - (3) Verification of meeting and maintaining the minimum standards as set forth in paragraph (C) of this rule;
 - (4) Any problem related to this chapter encountered during the implementation of the program, and measures used to resolve each problem;
 - (5) Any variation from the proposal occurring in the implementation process and the rationale for the variation;
 - (6) The number of students who have been admitted and are continuing in the program; and
 - (7) Other information requested by the board in accordance with this chapter.
- (H) A survey visit of a program with conditional approval may be conducted by a representative of the board when deemed necessary.
- (I) Prior to completion of the program by the first class who entered the program after conditional approval was granted, a survey visit shall be conducted by a representative of the board in accordance with rule 4723-5-06 of the Administrative Code to determine whether the program is meeting and maintaining the minimum standards.
- (J) In accordance with rule 4723-5-04 of the Administrative Code, the approval status of a program with conditional approval shall be reconsidered by the board after completion of the program by the first class who entered the program immediately after conditional approval was granted.

Effective: 02/01/2004

R.C. 119.032 review dates: 10/11/2006

CERTIFIED ELECTRONICALLY

Certification

01/16/2004

Date

Promulgated Under: 119.03
Statutory Authority: 4723.07
Rule Amplifies: 4723.06
Prior Effective Dates: 2/1/96, 4/1/98, 2/1/02