4723-5-21 **Program records.**

The administrator of the program shall develop and implement a record retention plan ~~which~~ that shall include:

(A) Records for currently enrolled nursing students ~~which~~ that include:

(1) Admission or transfer records;

(2) Transcripts; and

(3) Clinical experience evaluation records;

(B) Records for all graduates of the program ~~which~~ that shall include complete transcripts indicating the credential granted and the date of completion of the program;

(C) Records for the program ~~which~~ that shall include the minutes of all scheduled faculty meetings; and

(D) Records for each faculty and teaching assistant currently being utilized in the program ~~which~~ that shall include ~~evidence~~ documentation of:

(1) Academic credentials, including years of clinical practice and years of teaching experience; and

(2) Proof of current active licensure as a registered nurse in Ohio.

Effective:

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

_____

Certification

_____

Date

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