

## Rule Summary and Fiscal Analysis

### Part A - General Questions

**Rule Number:** 4751-1-10.1  
**Rule Type:** Amendment  
**Rule Title/Tagline:** Timely renewal of certificate of registration.  
**Agency Name:** Board of Executives of Long-Term Services and Supports  
**Division:**  
**Address:** 246 N. High St. 1st floor Columbus OH 43215-2406  
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#### I. Rule Summary

1. **Is this a five year rule review?** Yes
  - A. **What is the rule's five year review date?** 10/15/2019
2. **Is this rule the result of recent legislation?** Yes
  - A. **If so, what is the bill number, General Assembly and Sponsor?** HB 166 - 133 - Oelslager
3. **What statute is this rule being promulgated under?** 119.03
4. **What statute(s) grant rule writing authority?** 4751.04; 42 U.S.C. 1396g(c)(1); 42 C.F.R. 431.707,431.708
5. **What statute(s) does the rule implement or amplify?** 4751.20, 4751.24, 4751.25, 4751.26, 4751.32; 42 U.S.C. 1396g(c); 42 C.F.R. 431.707, 431.708
6. **What are the reasons for proposing the rule?**

As part of a larger rule package, the Board is filing this rule after reviewing the rules of Chapter 4751-1 of the Administrative Code to implement amendments to Chapter 4751. of the Revised Code by H.B. 166 (133rd G.A.) and to conduct a 5-year review of those rules.

**7. Summarize the rule's content, and if this is an amended rule, also summarize the rule's changes.**

The Board proposes to amend this rule to achieve the following:

1. Replace "on" in (A) with "of."
2. Replace occurrences of "continuing education units" with "continuing education hours" or "CE hours."
3. Replace "national association of examiners of long-term care administrators" in (B) (2) with "national association of long-term care administrator boards."
4. Require health service executives to complete at least 4 hours of continuing education hours per year.
5. Require the licensee to list complete continuing education course titles and accurate approval numbers in the renewal application.
6. Allow licensees applying for renewal electronically to "upload," rather than "attach," continuing education certificates to their renewal applications.
7. Establishes 10 hours as the maximum number of continuing education hours that the Board will count for compliance with this rule.
8. Replace the reference to the Board's website in (C) to the Board's email.
9. Replace "form" in (C) with "renewal form and invoice."
10. Replace "he or she" in (C) with "the licensee."
11. Replace the penalty for untimely renewals from more continuing education hours to fines.
12. Establish that the penalty for untimely renewals for HSEs are fines.
12. Insert "or health services executive administration" in (G) after "nursing home administration."
13. Replace "renewal fees" in (H) with "renewal and penalty fees."

Additionally, the Board proposes to update the "rule amplifies" section of this rule to correspond to the renumbering of R.C. Chapter 4751. of the Revised Code by H.B. 166 (133rd G.A.).

8. **Does the rule incorporate material by reference? Yes**
9. **If the rule incorporates material by reference and the agency claims the material is exempt pursuant to R.C. 121.75 please explain the basis for the exemption and how an individual can find the referenced material.**

This rule mentions BELTSS form RA2015 (rev. 2015), which is readily available to the general public on the Board's website or by emailing the Board.

10. **If revising or re-filing the rule, please indicate the changes made in the revised or re-filed version of the rule.**

*Not Applicable*

## **II. Fiscal Analysis**

11. **Please estimate the increase / decrease in the agency's revenues or expenditures in the current biennium due to this rule.**

This will have no impact on revenues or expenditures.

\$0.00

The Board estimates that amending this rule will have no impact upon its biennial budget which the Ohio General Assembly established in H.B. 166 (133rd G.A.), which is the same bill in which the Ohio General Assembly sought to reform the Board by amending and renumbering R.C. Chapter 4751. The amendments to rules of this chapter reflect those amendments and renumberings.

12. **What are the estimated costs of compliance for all persons and/or organizations directly affected by the rule?**

This rule requires a person renewing a certificate of registration to complete an application, pay a fee, and (if late) pay a late penalty.

Please review the BIA for more information.

13. **Does the rule increase local government costs? (If yes, you must complete an RSFA Part B). No**

14. **Does the rule regulate environmental protection? (If yes, you must complete an RSFA Part C). No**
15. **If the rule imposes a regulation fee, explain how the fee directly relates to your agency's cost in regulating the individual or business.**

The Board uses fees collected under this rule to administer and enforce R.C. Chapter 4751.

### **III. Common Sense Initiative (CSI) Questions**

16. **Was this rule filed with the Common Sense Initiative Office? Yes**
17. **Does this rule have an adverse impact on business? Yes**
  - A. **Does this rule require a license, permit, or any other prior authorization to engage in or operate a line of business? Yes**

This rule requires licensed nursing home administrators and licensed health services executives to renew their certificates of administration.
  - B. **Does this rule impose a criminal penalty, a civil penalty, or another sanction, or create a cause of action, for failure to comply with its terms? Yes**

If the licensee is late to renew a certification, a penalty fee is the result.
  - C. **Does this rule require specific expenditures or the report of information as a condition of compliance? Yes**

This rule requires submitting an application to renew, paying a renewal fee, and (if doing so late) a late penalty.
  - D. **Is it likely that the rule will directly reduce the revenue or increase the expenses of the lines of business of which it will apply or applies? No**