

## TO BE RESCINDED

4753-3-01

**Applications for license.**

- (A) All applications for license shall be submitted to the board on the appropriate forms provided by the board and filed with the board at its principal office.

All applications for licensure shall be typewritten or printed in ink and shall bear the notarized signature of the applicant certifying that all statements are true and complete. A photograph of the applicant shall appear in the space provided upon the application form. It shall be an unretouched, passport size photograph taken within six months of the date of application, and the face shall be portrayed not less than three-fourths inch in width. All applications for licensure by the board, except applications pursuant to section 4753.08 (D) and (E) of the Revised Code, must be accompanied by a non-refundable fee which is to be paid at the time the application is filed with the board. All applications, evidence, statements and documents shall be retained by the board. The board shall not accept official documentation by electronic transmission.

The board may refuse to review any application which is not complete three business days prior to a board meeting.

- (B) In the event that an application for license is to be denied, the applicant shall be notified by the manner outlined in Chapter 119. of the Revised Code as follows, in part:
- (1) Notice shall be given to the applicant by certified mail of his/her right to a hearing on the question of the denial of his/her application;
  - (2) The notice shall include the reason or reasons for such action, the law or rule that has not been met, and a statement informing the applicant that he/she is entitled to a hearing, if he/she requests it, within thirty days of the time of mailing the notice;
  - (3) The notice also shall inform the applicant that he/she may appear in person or by his/her attorney or present his/her position in writing and that at the hearing he/she may present evidence and examine witnesses;
  - (4) If an applicant who has received a proposal to deny his/her application requests a hearing, the board shall immediately set the time and place for such hearing in compliance with Chapter 119. of the Revised Code and notify the applicant thereof the date of the hearing which shall be within fifteen days but not earlier than seven days after the applicant has requested the hearing unless otherwise agreed to by both parties;

- (5) Any party adversely affected by any order of the board issued pursuant to an adjudication hearing may appeal to the court of common pleas of the county in which the applicant is a resident. If any such party is not a resident of Ohio, he/she may appeal to the court of common pleas of Franklin county, Ohio.
  - (6) Copies of all correspondence from the board to an applicant as outlined in Chapter 119. of the Revised Code will be sent to the applicant's professional experience supervisor or employer where applicable.
- (C) The board of speech-language pathology and audiology is empowered to grant or deny licensure only according to the requirements of Chapter 4753. of the Revised Code. The board has no authority to waive requirements except as stipulated in the law itself. All applicants, licensees, professional experience supervisors and others concerned with licensure shall read Chapter 4753. of the Revised Code and Administrative Code and will be held responsible for knowing and understanding Chapter 4753. of the Revised Code and Administrative Code which govern the licensure and practice of speech-language pathology and audiology.

In order to be approved for licensure, an application file must include all materials for verification of requirements for licensure. After thirty days applicants will be notified by letter by regular, ordinary, first-class mail of any material missing from the application file. If all of the missing materials are not received in the board office within thirty days of the date of the first-class letter, the applicant will be notified by certified mail, return receipt requested, that the application is incomplete. The letter will specify what material is missing from the applicant's file. The letter will warn the applicant that the incomplete application will be held open only thirty days from the date of the certified letter of notification. The letter will also notify the applicant that at the end of the thirty-day period if the application for licensure has not been completed it will be considered abandoned. Once an application is abandoned, an applicant may submit a new application and, except applications pursuant to section 4753.08 (D) and (E) of the Revised Code, fee for licensure at any time providing the new application is accompanied by all of the material missing in the former incomplete application. In the case of a previously abandoned application, the board will reject a new application without the addition of the previously missing material.

An abandoned application is not an adjudication as defined in section 119.01 of the Revised Code. The abandoned application procedure shall be used only for ministerial acts related to application materials where no investigation, judgment or deliberation is involved as the board has no authority to waive any requirements of licensure. All other discretionary matters will be handled in accordance with Chapters 4753. and 119. of the Revised Code.

Copies of all correspondence from the board to an applicant as outlined by this rule

will be sent to the applicant's professional experience supervisor and/or employer where applicable.

(D) In accordance with section 4753.08 of the Revised Code, the board of speech-language pathology and audiology shall waive the academic, practicum, examination and experience requirements for any applicant who:

(1) Presents proof of current certification or licensure in good standing in the area in which licensure is sought in a state which has standards at least equal to those for licensure in this state. Verification of licensure shall be submitted to the board by the licensing state and shall include a copy of that state's licensure law and a letter providing license number, expiration date, current status of license and whether or not the license has had any disciplinary action taken by that state's licensing board.

Applicants for Ohio licensure who received licensure in another state based upon professional experience accomplished in Ohio in violation of Ohio law and rules shall not be licensed by waiver.

Any violation of an order of the board, law or rule shall be grounds for denial of an application for licensure by waiver.

(2) Presents proof of a current certificate of clinical competence in good standing from the American speech-language-hearing association in the area in which licensure is sought. Verification of the American speech-language-hearing association certificate of clinical competence in speech-language pathology or audiology shall be submitted to the board by the American speech-language-hearing association.

Applicants for Ohio licensure who received the American speech-language-hearing association's certificate of clinical competence based upon professional experience accomplished in Ohio in violation of Ohio law and rules shall not be licensed by waiver.

Any violation of an order of the board, law or rule shall be grounds for denial of an application for licensure by waiver.

(3) Presents proof that on January 1, 2001, the applicant held a current certificate, except a temporary certificate, in good standing in the area in which licensure is sought and files an application providing bona fide proof of the certificate with the board on or after January 1, 2001, but before January 1, 2002. Notwithstanding division (A) of section 4753.11 of the Revised Code, the board shall not charge a licensure fee for a license issued by waiver to the holder of such a certificate. As used in this division, "certificate" means a

certificate issued by the Ohio department of education to an applicant to serve as a school speech and hearing therapist, a school speech-language pathologist, a school audiologist, or any equivalent position for which a certificate is issued by the Ohio department of education. Bona fide proof of certification shall be a true and unaltered copy of the certificate.

- (4) Presents proof that on January 1, 2001, the applicant was employed as a speech-language pathologist or audiologist by any agency of this state and files an application providing bona fide proof of the employment in the area in which licensure is sought with the board on or after January 1, 2001, but before January 1, 2002. Notwithstanding division (A) of section 4753.11 of the Revised Code, the board shall not charge a licensure fee for a license issued by waiver to a person so employed. Bona fide proof of the employment shall be an official position description of the Ohio department of administrative services showing the applicant's agency, class number, class title, and position control number.
- (E) In the case of an applicant whose professional education was received in another country and who has qualified under the standards of another country as an independent practitioner of speech-language pathology or audiology, the board shall review the application to determine whether or not the applicant has received equivalent professional preparation. The board may waive all or part of the requirements for education, clinical experience and professional experience provided that the board is satisfied that the applicant has received equivalent professional preparation. In all such cases, however, the examination as required by rule 4753-3-06 of the Administrative Code shall not be waived.

Effective:

R.C. 119.032 review dates: 07/16/2004

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Certification

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Date

Promulgated Under: 119.03  
Statutory Authority: 4753.05  
Rule Amplifies: 119, 4753.06, 4753.08,  
4753.11, 4753.071  
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