

4765-12-05

**Accreditation of training programs.**

(A) Except as provided in paragraph (B) of this rule, the board shall issue a certificate of accreditation pursuant to section 4765.17 of the Revised Code and this chapter, to any applicant who is of good reputation and who demonstrates that the first responder training program for which he seeks accreditation meets the following requirements:

- (1) Has a program coordinator who assumes general responsibility for the following:
  - (a) Administration and operation of the first responder training program;
  - (b) Ongoing review and evaluation of the program content, instructors, and student performance;
  - (c) Assignment of faculty responsibilities and scheduling of program courses;
  - (d) Preparation or approval of all documents required to be submitted for accreditation;
  - (e) Assuring the adequacy of all program training materials.
- (2) Has a program medical director who assumes responsibility for the medical components of the training program;
- (3) Offers sufficient courses to satisfy the curriculum requirements for certification as a first responder as set forth in section 4765.16 of the Revised Code and Chapter 4765-12 of the Administrative Code;
- (4) Has established an advisory committee consisting of the program coordinator, program medical director and EMS providers that meets not less frequently than two times each year;
- (5) Has a sufficient number of instructors who hold a certificate to teach in a first responder training program issued under section 4765.23 of the Revised Code or who otherwise satisfy the requirements of this chapter, to ensure that the ratio of instructors to students in all practical skills components of the program does not exceed one to ten;
- (6) Possesses, or has affiliation agreements for use of, equipment determined by the board to be sufficient to adequately train EMS personnel to meet the

certification requirements of section 4765.16 of the Revised Code and Chapter ~~4765-6~~ 4765-12-03 of the Administrative Code;

- (7) Has sufficient classroom and laboratory facilities to accommodate the number of students participating in the program;
- (8) Requires that each student pass a written and practical examination that tests his knowledge, understanding, and ability to provide services in the subject areas required by section 4765.16 of the Revised Code and Chapter 4765-12 of the Administrative Code for certification as a first responder;
- (9) Issues a certificate of completion to each student who successfully completes the training program and passes the program's final written and practical examination.
- (10) Has an established office area for use by program faculty and instructors;
- (11) Has a library available to students and faculty that contains comprehensive, current publications relating to emergency medical services;
- (12) Provides classroom environments that are conducive to learning;
- (13) Has admission requirements that meet or exceed the requirements for obtaining a certificate to practice under section 4765.30 of the Revised Code and Chapter 4765-12 of the Administrative Code, except that a first responder training program may admit a student who is seventeen years old provided that he is enrolled in the twelfth or final grade in a secondary school program;
- (14) Has a written policy prohibiting discrimination in acceptance of students on the basis of race, color, religion, sex, or national origin;
- (15) Has written policies that are made available to students identifying all of the following:
  - (a) Methodology used in determining grades;
  - (b) Criteria for successful completion of each component of the curriculum;
  - (c) Criteria for successful completion of the full training program;
  - (d) Grounds for dismissal from the program;

- (e) Disciplinary and grievance procedures including mechanism for appeals;
  - (f) Procedures for voluntary student withdrawals from the program;
  - (g) Policy regarding refund of tuition payments;
  - (h) Range and availability of student health care services;
  - (i) Admission requirements;
  - (j) Requirements or restrictions regarding student attire;
  - (k) Costs associated with the training program, including tuition, materials, fees;
  - (l) Information regarding course schedules, content, and objectives;
  - (m) Universal precautions that are taught and followed in the training program;
- (16) Provides regular evaluations of student performance and achievement throughout the course of the program.
- (B) A certificate of accreditation issued under paragraph (A) of this rule shall be valid for three years.

Effective: 03/23/2003

R.C. 119.032 review dates: 09/27/2007

CERTIFIED ELECTRONICALLY

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Certification

03/13/2003

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Date

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