

4765-7-02

**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 EMS training program for which he seeks accreditation meets the following requirements:

- (1) Has a program coordinator who assumes responsibility for the following:
  - (a) Administration and operation of the EMS 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) Defining the role and objectives of student preceptors;
  - (f) 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) Meets the curriculum requirements for certification as an EMT-basic, EMT-intermediate or EMT-paramedic as set forth in section 4765.16 of the Revised Code and Chapters 4765-15, 4765-16 and 4765-17 of the Administrative Code;
- (4) Has established an advisory committee consisting of the program coordinator, program medical director, clinical experience and prehospital internship preceptors, instructors, and EMS providers that meets not less frequently than two times each year;
- (5) Has affiliation agreements with sufficient persons to provide clinical experience and prehospital internship opportunities to all EMS students;
- (6) Has a sufficient number of instructors who hold a certificate to teach in an EMS 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 or for a program submitting a new application submits a plan listing the number of instructors and when the instructors will be employed;

- (7) 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 Chapters 4765-15, 4765-16 and 4765-17 of the Administrative Code;
- (8) Has a sufficient number of preceptors to provide appropriate supervision and evaluation of students in both the clinical experience and prehospital internship components of the training program;
- (9) Has sufficient classroom and laboratory facilities to accommodate the number of students participating in the program;
- (10) Issues a certificate of completion to each student who successfully completes the training program and passes the program's final written and practical examination;
- (11) Has an established office area for use by program faculty and instructors;
- (12) Has a library available to students and faculty that contains comprehensive, current publications relating to emergency medical services;
- (13) Provides classroom environments that are conducive to learning;
- (14) Has admission requirements that meet the requirements for obtaining a certificate to practice under section 4765.30 of the Revised Code and Chapter 4765-8 of the Administrative Code, except that an EMT-basic 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;
- (15) Requires a certificate to practice as an EMT-basic for admission to an EMT-intermediate or EMT-paramedic training program;
- (16) Has a written policy prohibiting discrimination in acceptance of students on the basis of race, color, religion, sex, or national origin;

- (17) 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;
- (18) Provides regular evaluations of student performance and achievement throughout the course of the program;
- (19) Has a written policy to ensure that students:
- (a) Are not assigned to clinical experience or prehospital internship duties during a scheduled classroom or laboratory course;

- (b) Are not used as substitutes for paid personnel in a clinical experience or prehospital internship setting;
  
- (B) If an applicant complies with paragraphs (A)(1) to (A)(10) and (A)(13) to (A)(19) of this rule, but is not in compliance with any or all of the requirements of paragraphs (A)(11) and (A)(12) of this rule, the board shall deem that it is in substantial compliance with the requirements of section 4765.16 of the Revised Code and this chapter.
  
- (C) A certificate of accreditation issued under paragraph (A) of this rule shall be valid for three years.

R.C. 119.032 review dates: 01/12/2004 and 01/12/2009

CERTIFIED ELECTRONICALLY

---

Certification

01/12/2004

---

Date

Promulgated Under: 119.03  
Statutory Authority: RC 4765.11  
Rule Amplifies: RC 4765.16, 4765.17  
Prior Effective Dates: 1/1/96, 2/22/99, 3/23/03