

4765-7-09

Approval of continuing education programs.

- (A) A person who has been issued a certificate of accreditation under section 4765.17 of the Revised Code and this chapter shall be permitted to offer an EMS continuing education program.
- (B) The division shall issue a certificate of approval to offer an EMS continuing education program pursuant to section 4765.17 of the Revised Code as directed by the board, to any applicant who is of good reputation and who meets the following requirements:
- (1) Has a program coordinator who assumes general responsibility for administering and operating the program;
 - (2) Has a program medical director who assumes responsibility for the medical components of the program;
 - (3) Instruction will be provided by instructors who hold a certificate to teach issued under section 4765.23 of the Revised Code that is appropriate to the level of programs to be taught;
 - (4) Has sufficient classroom and laboratory facilities to accommodate the number of participants in each program;
 - (5) Requires that attendees at each program complete a program evaluation form;
 - (6) Issues a certificate of completion to each participant who completes the program.
- (C) Each applicant who is issued a certificate of approval to offer an EMS continuing education program shall maintain records for each program that document the following:
- (1) Date, time, location, and topic of each program offered;
 - (2) Name and credentials of each instructor participating in a program;
 - (3) List of participants who attended the program;
 - (4) A summary of the assessment and evaluation forms submitted for each program.
- (D) Each application for a certificate of approval shall be made on a form prescribed by

the division and shall include, at a minimum, the following information:

- (1) The names of the program coordinator and program medical director;
 - (2) The address of any sites at which it intends to conduct programs;
 - (3) Documentation of compliance with the requirements of this chapter.
- (E) A certificate of approval issued pursuant to section 4765.17 of the Revised Code and this chapter shall be valid for three years.
- (F) The division shall renew a certificate of approval if the holder submits to the division not later than ninety days prior to expiration of the current certificate of approval, documentation of continued compliance with the requirements set forth in this chapter as directed by the board.
- (G) A certificate of approval that has expired may be reinstated by the division, as directed by the board if both of the following apply:
- (1) Application for reinstatement is made no later than ninety days after the certificate of approval expired;
 - (2) The division determines that the application for reinstatement is in compliance with the requirements of section 4765.16 of the Revised Code and this chapter as directed by the board.
- (H) No fee shall be charged for an application or renewal of a certificate of approval however the board may annually establish a fee for reinstatement of a certificate of approval that has expired.

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

CERTIFIED ELECTRONICALLY

Certification

01/12/2004

Date

Promulgated Under: 119.03
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