

4766-2-02

Application for initial or renewal licensure.

~~An applicant shall complete the application in the English language.~~

(A) A MTO applying for licensure shall file with the board an ~~application~~ application on the form prescribed by the board, as published on the board's website at <http://omb.ohio.gov/Forms/Form1>, dated April 16, 2012, in the English language, and shall submit the completed application to the board accompanied by the appropriate fee as defined in rule 4766-2-03 of the Administrative Code.

(B) In addition to the requirements set forth in section 4766.04 of the Revised Code, for each application the MTO applicant shall provide:

(1) ~~The name, organizational structure, and address of applicant to include as follows:~~

(a) ~~All names that applicant plans to operate under including but not limited to trade name(s), dba(s) registered with the Ohio secretary of state;~~ Name;

(b) ~~Address of MTO's headquarters;~~ Identification of organizational structure as a corporation (whether for profit or not-for-profit); limited liability company; partnership; limited liability partnership; government unit; or sole proprietor (individual human);

(c) ~~Mailing address of applicant;~~ All other names under which applicant plans to operate;

(d) Copies of all trade name registrations and fictitious name registrations for all other names under which applicant plans to operate on file with the Ohio secretary of state;

(e) Address of physical location of applicant's headquarters (no post office box);

(f) Mailing address of applicant;

(2) All medicare provider numbers, all medicaid provider numbers;

(3) Highest level of service to be provided, ~~type of organization,~~ service areas including county and state;

(4) A list of the names ~~and addresses~~ of all officers, directors, and/or owners of the MTO;

- (5) The name, address and physician license or certificate number of ~~Ohio program~~the medical director as ~~specified in rule 4765-1-01 of the Administrative Code~~and state of licensure;
 - (6) For each satellite base, the MTO shall provide the street address, city, county, state, and zip code;
 - (7) The name of the primary contact person, business or administrative office telephone number, and if applicable, office fax number and e-mail address;
 - (8) Year of manufacture, make, model, vehicle identification number, odometer reading, license plate number (renewal only) of each ambulance or non-transport vehicle to be permitted;
 - (9) A color photograph of the side of applicant's vehicle displaying color scheme, insignia, monogram, or other distinguishing characteristic. If multiple color schemes, insignias, monograms, or other distinguishing characteristics are used, a color photograph of each must accompany application. (Digital photographs are ~~encouraged~~preferred);
 - (10) A current certificate of liability insurance in the name of the applicant listing Ohio medical transportation board as a certificate holder with a thirty day cancellation notice as specified in section 4766.06 of the Revised Code:
 - (a) The actual name on the licensure application shall appear on the certificate of liability insurance;
 - ~~(11) Type of entity, including but not limited to, corporation, partnership, and sole proprietorship as registered with the Ohio secretary of state.~~
- (C) Each MTO shall pay the appropriate fees as specified in rule 4766-2-03 of the Administrative Code.
- (D) If an application for licensure is incomplete, the board will notify the ~~MTO~~applicant that the application will not be processed until it is complete. Such notification will occur via certified mail one time for each submission.
- (E) The certificate of licensure issued by the board shall indicate the highest level of service the MTO is authorized to provide.
- (F) Licenses shall be issued to MTOs who meet the criteria to provide the following

levels of service:

- (1) Basic life support;
- (2) Intermediate life support;
- (3) Advanced life support.

(G) No applicant or licensee shall submit false statements in order to obtain a license or permit.

(H) A license is not transferable.

Effective:

R.C. 119.032 review dates: 12/22/2016

Certification

Date

Promulgated Under: 119.03
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