

4766-3-01

**Application for initial or renewal license.**

"Ambulette Service" has the same meaning as nonemergency medical service organization as defined in division (O) of section 4766.01 of the Revised Code.

An applicant shall complete the application in the English language.

(A) An ambulette service applying for licensure shall file with the board an application on the form prescribed by the board and shall submit the completed application to the board accompanied by the appropriate fee as defined in rule 4766-3-02 of the Administrative Code.

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

(1) The name of applicant to include:

(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;

(b) Address of ambulette service's headquarters;

(c) Mailing address of applicant;

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

(3) Type of organization and service areas including county and state;

(4) For each satellite base, the ambulette service shall provide the street address, city, county, state, and zip code;

(5) The name of the primary contact person, business or administrative office telephone number, and if applicable, office fax number and e-mail address;

(6) A list of the names and addresses to all officers, directors, and/or owners of the ambulette service;

(7) Year of manufacture, make, model, vehicle identification number, odometer reading, license plate number (renewal only) of each ambulette to be permitted;

(8) A color photograph of the side of 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.)

(9) A current certificate of liability insurance listing OMTB 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;

(10) Type of entity, including but not limited to, corporation, partnership, and sole proprietorship as registered with the Ohio secretary of state.

(C) Each ambulette service shall pay the appropriate fees as specified in rule 4766-3-02 of the Administrative Code.

(D) If an application for licensure is incomplete, the board will notify the ambulette service that the application will not be processed until it is complete. Such notification will occur via certified mail one time for each submission.

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

(F) A license is not transferable.

Effective: 07/02/2009

R.C. 119.032 review dates: 07/02/2014

CERTIFIED ELECTRONICALLY

---

Certification

06/22/2009

---

Date

Promulgated Under: 119.03  
Statutory Authority: 4766.03  
Rule Amplifies: 4766.03, 4766.04, 4766.07