

173-14-11**Ombudsman registry; hiring ombudsman specialists and program directors.**

(A) Ombudsman registry: The SLTCO shall maintain an ombudsman registry to retain the following information on each representative until twelve months after the date of separation from the office:

- (1) The representative's name, address, and telephone number.
- (2) The representative's qualifications.
- (3) The representative's classification.
- (4) The designated ombudsman region or state program with which the representative is associated.
- (5) Whether or not the representative is certified.
- (6) Any limitations applicable to the representative, including limitations on the duties the representative may perform and limitations on the providers with which the representative may provide core ombudsman services due to a conflict of interest.

(B) Hiring ombudsman specialists:

- (1) Before offering employment to an applicant for an ombudsman specialist position, a regional director shall save in the ombudsman registry, and await the SLTCO's review of, the applicant's résumé, position description, and the conflict of interest screen under rule 173-14-15 of the Administrative Code.
- (2) The SLTCO shall review the applicant's qualifications under rule 173-14-14 of the Administrative Code and any proposed conflict of interest remedy and responds within five business days after the regional director saved the information in paragraph (B)(1) of this rule in the ombudsman registry to indicate whether the applicant is approved or not approved.

(C) Hiring program directors:

- (1) A sponsoring agency shall do all of the following before offering employment to an applicant for a program director position:
  - (a) Review the applicant's résumé.
  - (b) Review the applicant's conflict-of-interest screen under rule 173-14-15 of the Administrative Code.

- (c) Forward the information in paragraphs (C)(1)(a) and (C)(1)(b) of this rule to the SLTCO.
- (d) Consider the SLTCO's feedback on the applicant's suitability. The SLTCO may request to interview the applicant concerning the applicant's suitability before providing the sponsoring agency with feedback.
- (2) The sponsoring agency's decision to hire a qualified applicant is final after considering SLTCO feedback on conflict of interest and qualification issues.
- (D) Section 173.15 of the Revised Code does not allow employment of an applicant who was employed by, or participated in, the management of a provider of long-term services and supports within the two-year period before being employed by or associated with the office.

Replaces: 173-14-11  
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CERTIFIED ELECTRONICALLY

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Certification

08/22/2024

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Date

Promulgated Under: 119.03  
Statutory Authority: 121.07, 173.01, 173.02, 173.16, 173.21; 42 U.S.C. 3025, 3058g; 45 C.F.R. 1321.11, 1324.11, 1324.13, 1324.15  
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