

4765-7-11

Continuing education course requirements for Ohio EMS accredited and approved institutions.

- (A) When an accredited and approved institution provides courses for continuing education credit, the institution shall meet all of the requirements set forth in this rule, this chapter, and rule 4765-19-01 of the Administrative Code.
- (B) Each course shall be related to EMS operations or patient care.
- (C) Each EMS continuing education course shall be taught by a holder of a certificate to teach, in accordance with Chapter 4765-18 of the Administrative Code except as provided in paragraphs (H)(2), (H)(4) and (H)(7) of this rule.
- (D) The accredited or approved institution shall issue a certificate of completion to each student upon successful completion of the course. The certificate of completion shall include the following information:
 - (1) Certificate of accreditation or certificate of approval number;
 - (2) Program director's signature;
 - (3) Student's name;
 - (4) Date on which the course was completed;
 - (5) Number of total hours completed, to include subject area hours as denoted in Chapters 4765-12, 4765-15, 4765-16 and 4765-17 of the Administrative Code;
 - (6) Course title reflecting the subject matter of the course offering.
- (E) A single session of continuing education shall be at least one-half contact hour.
- (F) The accredited or approved institution shall provide and maintain written documentation of clear objectives, course content and method of delivery for each continuing education course.
- (G) The approved or accredited institution shall assign continuing education credit to a course according to a formula whereby fifty to sixty minutes of training will equal one contact hour and twenty-five to thirty minutes will equal one-half contact hour.
- (H) In accordance with rule 4765-19-01 of the Administrative Code, accredited or approved institutions may provide continuing education courses in any of the following formats:
 - (1) Instruction in a traditional classroom environment or a seminar setting;

- (2) Online education, as defined in rule 4765-1-01 of the Administrative Code. Each online education program shall include all of the following:
 - (a) Prior written approval of medical content from the program medical director;
 - (b) Written documentation of clear objectives, course content and method of delivery;
 - (c) Prior approval from the program director;
 - (d) Course content developed by an EMS instructor and facilitation of the program by an EMS instructor;
 - (e) A testing process which shall be completed prior to the issuance of a certificate of completion.
- (3) Distance learning, as defined in rule 4765-1-01 of the Administrative Code. Each distance learning course shall consist of all of the following:
 - (a) Prior written approval of medical content from the program medical director;
 - (b) Written documentation of clear objectives, course content and method of delivery;
 - (c) Prior approval from the program director;
 - (d) Developed by an EMS instructor;
 - (e) A testing process which shall be completed prior to the issuance of a certificate of completion.
- (4) Journals, publications or electronic media formats including compact discs, digital video discs, video home system tapes, or other technological media as approved by board, and which shall include a testing process;
- (5) A skills practicum course, which shall include an evaluation of skills performance;
- (6) Other formats as approved by the board;
- (7) Independent study, as set forth in this rule, shall only be conducted through an EMS accredited or EMS approved institution. Each independent study course shall include all of the following:

- (a) Prior written approval of medical content from the program medical director;
 - (b) Written documentation of clear objectives, course content and method of delivery;
 - (c) Prior approval from the program director;
 - (d) Developed by an EMS instructor;
 - (e) A testing process, which shall be completed prior to the issuance of a certificate of completion.
- (I) The accredited or approved institution shall maintain documentation of each continuing education course in accordance with rules 4765-7-02 and 4765-7-09 of the Administrative Code, respectively.
- (J) The accredited or approved institution shall maintain documentation of compliance with all requirements set forth in rules 4765-7-02 and 4765-7-09 of the Administrative Code, respectively.
- (K) The didactic portion of the Ohio EMS provider refresher courses, as outlined in rules 4765-12-02, 4765-15-01, 4765-16-01 and 4765-17-01 of the Administrative Code, may be taught through the online or distance learning formats, however the skills practical and testing shall be conducted in a traditional classroom environment.

Five Year Review (FYR) Dates: 3/12/2018 and 03/01/2023

CERTIFIED ELECTRONICALLY

Certification

03/12/2018

Date

Promulgated Under:	119.03
Statutory Authority:	4765.11, 4765.16
Rule Amplifies:	4765.24, 4765.31
Prior Effective Dates:	12/27/2007, 02/01/2009, 02/06/2012, 08/12/2014