



Ohio Administrative Code Rule 109:2-18-02 Officer training requirements.

Effective: [April 27, 2023](#)

(A) Every appointing authority shall require each of its appointed peace officers and troopers to complete up to twenty-four hours of continuing professional training each calendar year.

(B) Effective from the date of this amendment, every peace officer and trooper must complete the required hours of continuing professional training each calendar year in order to carry a firearm while on duty and perform the functions of a peace officer or trooper. The commission shall set the required minimum number of hours based upon the training needs and availability of funding for reimbursement.

(C) Newly certified peace officers shall be exempt from continuing professional training requirements for the calendar year in which the peace officer completed peace officer basic training. Newly commissioned troopers shall be exempt from continuing professional training requirements for the calendar year in which the trooper completed the highway patrol cadet training program.

(D) Regardless of when a peace officer or trooper receives an appointment during a calendar year, the peace officer or trooper is required to complete continuing professional training for the calendar year in which the peace officer or trooper was appointed. If a peace officer or trooper was not appointed by any agency in a calendar year where continuing professional training was required, the peace officer or trooper is not required to complete continuing professional training for the calendar year or years in which the peace officer or trooper was not appointed by any agency.

(E) Sheriffs completing training pursuant to division (B) of section 109.80 and division (E) of section 311.01 of the Revised Code may receive credit towards the peace officer continuing professional training requirement as long as the training satisfies the requirements of this chapter.

(F) Chiefs of Police completing training pursuant to division (A) of section 109.804 of the Revised Code may receive credit towards the peace officer continuing professional training requirement as long as the training satisfies the requirements of this chapter.



(G) Officers completing statutorily mandated training may receive credit towards the peace officer continuing professional training requirement for the calendar year the training is taken as long as the training satisfies the requirements of this chapter.

(H) Peace officers and troopers may receive credit for up to four hours of continuing professional training for time spent while on duty providing drug use prevention education training if all of the following requirements are met:

(1) The curricula and lesson plans utilized must be evidenced-based.

(2) The students instructed must be in a school district, community school established under Chapter 3314. of the Revised Code, STEM school established under Chapter 3326. of the Revised Code or a college-preparatory boarding school established under Chapter 3328. of the Revised Code, and

(3) The peace officer or trooper providing the training meets the instructor requirements found in paragraph (A)(4)(a) of rule 109:2-18-03 of the Administrative Code.

(I) A law enforcement agency utilizing a peace officer or trooper to provide training described in a paragraph (H) of this rule may use any hours in excess of four that the officer or trooper accumulates while providing that training for other peace officers or troopers appointed by the agency to offset the number of continuing professional training hours required. No more than four hours of training per officer or trooper may be offset pursuant to this paragraph.

(J) The training described in paragraph (H) of this rule cannot be used by a peace officer, trooper, or law enforcement agency to offset any hands-on training required by the commission.

(K) The executive director may extend the time for completion of the continuing professional training requirements upon written request from the appointing authority. Such request shall contain an explanation of the emergency circumstances which created the need for the extension. The application shall set forth the name of the peace officer or trooper for whom the extension is requested, the emergency circumstances, including documentation, for which the extension is requested, and the date on which the request was submitted to the commission. Factors which may



be considered in granting or denying such requests include, but are not limited to, serious illness of the individual or an immediate family member, prolonged military service, or an unexpected shortage of manpower within the appointing agency. Based upon the emergency circumstances in any given case, the executive director may extend the required completion date. Extensions shall be for ninety days, absent a finding by the executive director that special circumstances exist for a longer extension.

(L) The executive director shall either grant or deny the request for extension within thirty days after the date on which the request was received by the commission. The executive director shall send written notice of the decision to the appointing authority.

(M) In the event a peace officer or trooper is concurrently appointed by more than one agency in a calendar year, the agency responsible for documenting the training and eligibility shall be determined by order of priority as follows: (1) full-time, (2) part-time, and (3) other. In the event a peace officer or trooper only holds appointments of equal priority, the agency by which the peace officer or trooper was first appointed shall be the agency responsible for documenting the training and reimbursement eligibility.

(N) Continuing professional training does not include annual in-service firearms re-qualification pursuant to section 109.801 of the Revised Code.

(O) For purposes of this rule, "hands-on training" means

- (1) Training that is not primarily lecture-based;
- (2) Training that involves physical activity or exertion; and
- (3) Training that involves direct practical experience for the students.