



Ohio Administrative Code Rule 4751-1-10 Licenses and registrations.

Effective: [October 1, 2023](#)

(A) An applicant for a license as a nursing home administrator who has complied with the requirements of Chapter 4751. of the Revised Code and Chapter 4751-1 of the Administrative Code, including passing the examinations and paying the original license fee of two hundred fifty dollars, shall be issued a license certifying that such individual is entitled to practice as a licensed nursing home administrator under Chapter 4751. of the Revised Code, unless the board is prohibited from doing so pursuant to section 4751.35 of the Revised Code.

(B) Every licensee shall biennially register with the board. The application for renewal shall contain such information as may be specified by the board, including, but not limited to, name, address, practice status, employer(s), place(s) of employment, hours of employment, job assignment and continuing education training taken during the biennial period immediately preceding such application. The licensee shall complete the biennial registration prior to the expiration date of the last issued certificate of registration in order to maintain continuing compliance with Chapter 4751. of the Revised Code.

(C) Beginning January 1, 2025, the operator of a nursing home may request that the board issue a nursing home administrator license to an individual who meets the requirements specified in division (A) of section 4751.20 of the Revised Code but has not passed the licensing examination administered under section 4751.15 of the Revised Code, in order to fill a vacancy in the position of nursing home administrator at the nursing home resulting from a death, illness, or other unexpected cause. An individual issued a license under this section shall submit to the board, not later than one hundred eighty days after a license is issued, satisfactory evidence that the individual has passed the licensing examination administered under section 4751.15 of the Revised Code.

(D) Biennially beginning January 1, 2026, a minimum of forty clock hours of approved continuing education, as set forth in rules 4751-1-10.1 and 4751-1-13 of the Administrative Code, shall be required for renewal of registration of the nursing home administrator license. Failure to renew the certificate of registration prior to the expiration date invokes the penalty of fifty dollars per calendar



quarter up to a maximum of four quarters or two hundred dollars.

(E) Any nursing home administrator who has not renewed his or her certificate of registration after one year of the expiration date is deemed to have abandoned practice of nursing home administration pursuant to division (C) of section 4751.24 of the Revised Code and shall re-apply for licensure as a nursing home administrator under the current requirements.

(F) The board shall issue a certificate of registration to each nursing home administrator who meets the requirements of Chapter 4751. of the Revised Code and Chapter 4751-1 of the Administrative Code unless the board is prohibited from doing so pursuant to section 4751.35 of the Revised Code. The certificate of registration may be issued by electronic means.

(G) The license of a nursing home administrator who fails to qualify for renewal prior to the expiration date of the certificate of registration shall automatically lapse and become invalid; practice of nursing home administration by the licensee subsequent thereto is in violation of sections 4751.01 and 4751.32 of the Revised Code, and subjects the licensee to proceedings against the licensee under the cited sections of the statute and/or under section 4751.32 of the Revised Code.

(H) Every individual holding a valid license entitling the individual to practice nursing home administration in this state shall display said license in the nursing home which is the individual's principal place of employment, and while engaged in the practice of nursing home administration shall have at hand the current certificate of registration.

(I) A nursing home administrator shall show the administrator's current certificate of registration to any of the following parties upon their request to see the certificate:

(1) An officer or employee of the board, or of the state, county or city health department, or other governmental agency that enforces laws or regulations on nursing homes or nursing home administrators;

(2) An employer in whose employ the licensee practices or intends to practice nursing home administration.