



## Ohio Administrative Code

### Rule 4765-18-07 Extension and exemption from continuing education for an individual holding a certificate to teach.

Effective: April 1, 2019

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[Comment: For dates and availability of material incorporated by reference in this rule see rule 4765-1-03 of the Administrative Code.]

(A) The holder of a certificate to teach may be granted an extension of time to comply with the continuing education and/or instructional requirements required for renewal of the certificate to teach.

(B) A ninety-day functioning extension may be granted by the division, as delegated by the board, to the holder of a certificate to teach that submits a "Request for Extension of EMS Certificates," if either of the following conditions are met:

(1) The request is received prior to the expiration date of the certificate to practice;

(2) The request is received no more than ninety days after the expiration date of the certificate to practice and there are extenuating circumstances, deemed acceptable by the board, that prevented the submission of the request for an extension prior to the expiration of the certificate to practice.

(C) The board may grant an extension for a period of greater than ninety days if it determines there are extenuating circumstances affecting the ability of the certificate holder to comply with the continuing education and/or instructional requirements within ninety days of the expiration of the certificate to teach. The board shall have full discretion in determining the length of the extension and whether, or to what extent, the holder of the lapsed certificate may engage in activities for which a certificate to teach is otherwise required.

(D) The holder of a certificate to teach seeking an extension for a period of greater than ninety days shall submit a written request to the division which shall include all of the following:

(1) Verification of a current and valid certificate to practice as an EMS provider or a current and



valid Ohio license to practice as a registered nurse or a physician assistant;

(2) Length of extension requested;

(3) Justification for the extension;

(4) The amount of continuing education and/or instructional requirements needed to comply with the requirement for renewal of the certificate to teach;

(5) A specific plan for completion of requirements within the length of time requested;

(6) Signature of the certificate holder.

(E) The holder of a certificate to teach that is granted an extension pursuant to this rule shall complete the continuing education and/or instructional requirements and submit an "EMS Instructor Renewal Application" no later than the expiration date of the granted extension.

(F) The board shall grant an extension, in accordance with 5903.12 of the Revised Code, upon receipt of a "Request for Extension of EMS Certificates," for one of the following:

(1) The holder of an expired certificate failed to meet the continuing education and/or instructional requirements because the holder served on active duty, as a member of the armed forces of the United States, the Ohio national guard, the Ohio military reserve, the Ohio naval militia, the national guard of any other state or a reserve component of the armed forces of the United States; or

(2) The holder of an expired certificate failed to meet the continuing education and/or instructional requirements because the holder's spouse served on active duty, as a member of the armed forces of the United States, the Ohio national guard, the Ohio military reserve, the Ohio naval militia, the national guard of any other state or a reserve component of the armed forces of the United States which resulted in the holder's absence from this state.

(G) The board may grant a complete or partial exemption from compliance with the continuing education and/or instructional requirements. The board may grant a complete or partial exemption



for reasons including, but not limited to, the following:

(1) The applicant, or applicant's spouse, served on active duty, as a member of the armed forces of the United States, the Ohio national guard, the Ohio military reserve, the Ohio naval militia, the national guard of any other state or a reserve component of the armed forces of the United States, for a period in excess of thirty-one days;

(a) The applicant shall submit a completed "Exemption Request for Continuing Education for EMS Certificates." The request shall include the following:

(i) The continuing education and/or instructional requirements for which an exemption is sought;

(ii) Justification for the exemption;

(iii) Signature of the certificate holder;

(iv) Proof of active military service during the certification period for which the exemption is requested.

(b) A request for military exemption shall be submitted no later than six months from discharge of active service.

(2) The applicant has a medical hardship or unusual circumstances that impact the applicant's ability to comply with the continuing education and/or instructional requirements for renewal of the certificate to teach.

(a) The applicant shall submit a completed "Exemption Request for Continuing Education for EMS Certificates." The request shall include the following:

(i) The continuing education and/or instructional requirements for which an exemption is sought;

(ii) Justification for the exemption;



(iii) Signature of the certificate holder.

(b) A request for exemption shall be submitted to the division prior to the expiration date of the certificate to practice.

(H) If a request for exemption is received after the expiration date of the certificate to teach, the board may consider the request if the board determines there are extenuating circumstances affecting either the submission of the request for exemption prior to the expiration of the certificate, or the ability of the certificate holder to comply with the continuing education and/or instructional requirements.

(I) The board has full discretion in determining whether to grant a request for exemption from the continuing education and/or instructional requirement.

(J) As delegated by the board, the division may grant a functioning extension, not to exceed ninety days, to an applicant that submitted a request for an exemption prior to the expiration date of the certificate to teach.