

4723-1-03

Board records and documents.

[Comment: Information regarding the availability and effective date of the materials incorporated by reference in agency 4723 of the Administrative Code can be found in paragraph (G) of this rule.]

- (A) The board shall maintain a record of all applicants for, and holders of, licenses and certificates issued by the board under Chapter 4723. of the Revised Code and any rules adopted under that chapter, in the format determined by the board.
- (B) A change in name shall be submitted to the board on a "Name Change Form", dated 2016, available at <http://www.nursing.ohio.gov/forms.htm>, within thirty days of the change and shall be accompanied by a certified copy of one of the following documents:
 - (1) A marriage certificate or abstract;
 - (2) A dissolution or divorce decree;
 - (3) A court record indicating a change of name; or
 - (4) Documentation of a change in name consistent with the laws of the jurisdiction or foreign country where the name change occurred.
- (C) A notification of a change in address shall be submitted in writing or electronically, by the licensee or certificate holder to the board within thirty days of the change.
- (D) Documents submitted to the board may be returned at the discretion of the board.
- (E) Wall certificates or other documents issued by the board as evidence of licensure, certification, or other authorization to practice shall not be falsified or altered.
- (F) For purposes of Chapters 4723-1 to 4723-27 of the Administrative Code, when an applicant for licensure or certification, or renewal, reactivation or reinstatement of licensure or certification, submits a criminal records check completed by the bureau of criminal identification and investigation, the board shall consider the records check information to be valid for a period of one year from the date the information was received by the board. This provision shall not apply to criminal records checks required to be obtained according to the terms of board adjudication orders or consent agreements.
- (G) Incorporated materials:

- ~~(1)~~ ~~"2019 Verification Form for Organizations Certifying Nurse Midwives (CNMs), Certified Nurse Practitioners (CNPs), Clinical Nurse Specialists (CNSs), and Certified Registered Nurse Anesthetists (CRNAs)," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;~~
- ~~(2)~~(1) "Advanced Practice Registered Nurse License Application 2019," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(3)~~(2) "Advanced Practice Registered Nurse License Reactivation and Reinstatement Application," dated 2017, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(4)~~(3) "Alternative Program for Substance Use Disorder Admission Application," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(5)~~(4) "Application for Initial Approval/Reapproval of a Testing Organization that Conducts an Examination of Dialysis Technicians," dated ~~2015~~2020, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(6)~~(5) "Application to Perform Limited Intravenous Therapy in Ohio as a LPN and Certification of CE Course Completion," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(7)~~(6) "Certified Registered Nurse Anesthetist Renewal Application," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(8)~~(7) "Certified Nurse Midwife Renewal Application," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(9)~~(8) "Certified Nurse Practitioner Renewal Application," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(10)~~(9) "Clinical Nurse Specialist Renewal Application," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(11)~~(10) "Community Health Worker Application," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(12)~~(11) "Community Health Worker Reactivation and Reinstatement Application," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;

- (~~13~~)(12) "Community Health Worker Renewal Application," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- (~~14~~)(13) "Community Health Worker Training Program Approval Application," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- (~~15~~)(14) "Community Health Worker Training Program Re-Approval Application," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- (15) "[Dialysis Technician Intern Application](http://www.nursing.ohio.gov/forms.htm)," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- (16) "Dialysis Technician Application," dated ~~2017~~2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- (17) "[Dialysis Technician Reactivation and Reinstatement Application](http://www.nursing.ohio.gov/forms.htm)," dated 2017, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- (18) "[Dialysis Technician Renewal Application](http://www.nursing.ohio.gov/forms.htm)," dated 2017, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- (19) "[Dialysis Technician Training Program Application for Initial Board Approval](http://www.nursing.ohio.gov/forms.htm)," dated 2018, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- (20) "[Dialysis Technician Training Program Re-Approval Application](http://www.nursing.ohio.gov/forms.htm)," dated 2018, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- (~~17~~)(21) "Education Program PN Annual Report Form," dated ~~2019~~2020, for licensed practical nursing education programs, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- (~~18~~)(22) "Education Program RN Annual Report Form," dated ~~2019~~2020, for registered nursing education programs, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- (~~19~~)(23) "Education Program PN Presurvey Visit Report Form," dated 2017, for licensed practical nursing education programs may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- (~~20~~)(24) "Education Program RN Presurvey Visit Report Form," dated 2017, for

registered nursing education programs, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;

~~(21)~~[\(25\)](#) "LPN Reactivation and Reinstatement Application," dated 2016, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;

~~(22)~~[\(26\)](#) "LPN Renewal Application," dated ~~2018~~[2020](#), may be obtained at <http://www.nursing.ohio.gov/forms.htm>;

~~(23)~~[\(27\)](#) "Medication Aide Application," dated 2017, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;

~~(24)~~[\(28\)](#) "Medication Aide Reactivation and Reinstatement Application," dated 2016, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;

~~(25)~~[\(29\)](#) "Medication Aide Renewal Application," dated 2016, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;

~~(26)~~[\(30\)](#) "Medication Aide Training Program Application," dated 2016, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;

~~(27)~~[\(31\)](#) "Medication Aide Training Program Re-Approval Application," dated 2016, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;

~~(28)~~[\(32\)](#) "Name Change Form," dated 2016, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;

~~(29)~~[\(33\)](#) "Nursing Licensure by Endorsement Application," dated 2016, may be obtained at <http://www.nursing.ohio.gov/forms.htm>

~~(30)~~[\(34\)](#) "NEGP Annual Report Year 1," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;

~~(31)~~[\(35\)](#) "NEGP Annual Report Year 2," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;

~~(32)~~[\(36\)](#) "NEGP Quarterly Progress Report," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;

~~(33)~~[\(37\)](#) "NEGP RFP," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;

- ~~(34)~~[\(38\)](#) "Nursing Licensure by Examination Application," dated 2016, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(35)~~[\(39\)](#) "OBN Approver Application," dated ~~2017~~[2019](#), may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(36)~~[\(40\)](#) "PN New Program Proposal Application," dated 2017, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(37)~~[\(41\)](#) "RN New Education Program Proposal Application," dated 2017, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(38)~~[\(42\)](#) "RN Reactivation and Reinstatement Application," dated 2016, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(39)~~[\(43\)](#) "RN Renewal Application," dated 2019, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(40)~~[\(44\)](#) "Request for Replacement Wall Certificate Form," dated 2016, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- [\(45\)](#) "[Verification Form Organizations Certifying Advanced Practice Registered Nurses: Certified Nurse Midwives \(CNMs\), Certified Nurse Practitioners \(CNPs\), Clinical Nurse Specialists \(CNSs\), and Certified Registered Nurse Anesthetists \(CRNAs\)](#)," dated 2020, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(41)~~[\(46\)](#) "Volunteer's Certificate Application," dated 2016, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(42)~~[\(47\)](#) "Volunteer's Certificate Reactivation and Reinstatement Application," dated 2016, may be obtained at <http://www.nursing.ohio.gov/forms.htm>;
- ~~(43)~~[\(48\)](#) "Volunteer's Certificate Renewal Application," dated 2016, may be obtained at <http://www.nursing.ohio.gov/forms.htm>.

4723-4-06

Standards of nursing practice promoting patient safety.

- (A) At all times when a licensed nurse is providing direct nursing care to a patient the licensed nurse shall display the applicable title or initials set forth in division ~~(E)~~(E) of section 4723.03 of the Revised Code to identify the nurse's relevant licensure as a registered nurse or as a licensed practical nurse.
- (B) At all times when a certified nurse-midwife, certified nurse practitioner, certified registered nurse anesthetist, or clinical nurse specialist is providing direct nursing care to a patient, the nurse shall display the applicable title or initials set forth in division ~~(E)~~(E) of section 4723.03 of the Revised Code to identify relevant approval either as a certified nurse-midwife, certified nurse practitioner, certified registered nurse anesthetist, or clinical nurse specialist.
- (C) At all times when a licensed nurse is engaged in nursing practice and interacting with the patient, or health care providers on behalf of the patient, through any form of telecommunication, the licensed nurse shall identify to each patient or health care provider the nurse's title or initials set forth in division (E) of section 4723.03 of the Revised Code to identify applicable licensure as a registered nurse, licensed practical nurse, certified nurse-midwife, certified nurse practitioner, certified registered nurse anesthetist, or clinical nurse specialist.
- (D) A licensed nurse shall delegate a nursing task, including medication administration, only in accordance with Chapter 4723-13, 4723-23, 4723-26, or 4723-27 of the Administrative Code.
- (E) A licensed nurse shall, in a complete, accurate, and timely manner, report and document nursing assessments or observations, the care provided by the nurse for the patient, and the patient's response to that care.
- (F) A licensed nurse shall, in an accurate and timely manner, report to the appropriate practitioner errors in or deviations from the current valid order.
- (G) A licensed nurse shall not falsify, or conceal by any method, any patient record or any other document prepared or utilized in the course of, or in conjunction with, nursing practice. This includes, but is not limited to, case management documents or reports or time records, reports, and other documents related to billing for nursing services.
- (H) A licensed nurse shall implement measures to promote a safe environment for each patient.
- (I) A licensed nurse shall delineate, establish, and maintain professional boundaries with

each patient.

(J) At all times when a licensed nurse is providing direct nursing care to a patient the licensed nurse shall:

- (1) Provide privacy during examination or treatment and in the care of personal or bodily needs; and
- (2) Treat each patient with courtesy, respect, and with full recognition of dignity and individuality.

(K) A licensed nurse shall not:

- (1) Engage in behavior that causes or may cause physical, verbal, mental, or emotional abuse to a patient;
- (2) Engage in behavior toward a patient that may reasonably be interpreted as physical, verbal, mental, or emotional abuse.

(L) A licensed nurse shall not misappropriate a patient's property or:

- (1) Engage in behavior to seek or obtain personal gain at the patient's expense;
- (2) Engage in behavior that may reasonably be interpreted as behavior to seek or obtain personal gain at the patient's expense;
- (3) Engage in behavior that constitutes inappropriate involvement in the patient's personal relationships or financial matters; or
- (4) Engage in behavior that may reasonably be interpreted as inappropriate involvement in the patient's personal relationships or financial matters.

For the purpose of this paragraph, the patient is always presumed incapable of giving free, full, or informed consent to the behaviors by the nurse set forth in this paragraph.

(M) A licensed nurse shall not:

- (1) Engage in sexual conduct with a patient;

- (2) Engage in conduct in the course of practice that may reasonably be interpreted as sexual;
- (3) Engage in any verbal behavior that is seductive or sexually demeaning to a patient; or
- (4) Engage in verbal behavior that may reasonably be interpreted as seductive, or sexually demeaning to a patient..

For the purpose of this paragraph, the patient is always presumed incapable of giving free, full, or informed consent to sexual activity with the nurse.

(N) A licensed nurse, when functioning in an administrative role, shall verify that each nurse, dialysis technician, or medication aide under the nurse administrator has:

- (1) A current valid license to practice nursing in Ohio or a current valid certificate to practice as a dialysis technician or medication aide in Ohio; and
- (2) If applicable, other documents of approval or certification as required by the board.

(O) When nursing practice, as set forth in section 4723.01 of the Revised Code, is supervised or evaluated:

- (1) Only a registered nurse shall supervise or evaluate the practice of nursing, as set forth in Chapter 4723. of the Revised Code and the rules of the board, performed by other registered nurses and licensed practical nurses; or
- (2) In matters other than the practice of nursing, a non-nursing supervisor may evaluate a nurse employee.

(3) Supervision or evaluation by a registered nurse does not require that the registered nurse be present on-site on a routine basis, but at minimum:

- (a) Supervision requires that the registered nurse be continuously available through some form of telecommunication with the supervised nurse, and take all action necessary, including but not limited to conducting periodic on-site visits, to insure that the supervised nurse is practicing in accordance with acceptable and prevailing standards of safe nursing care as set forth in Chapter 4723. of the Revised Code and the rules of the board; and

- (b) Evaluation requires that the registered nurse conduct periodic on-site visits sufficient to enable the evaluating nurse to evaluate the evaluated nurse's performance.

Nothing in this paragraph shall be construed to authorize a licensed practical nurse to practice without direction, as required by division (F) of section 4723.01 of the Revised Code.

Nothing in this paragraph shall be construed to prohibit a licensed practical nurse from participating in activities that contribute to the delivery of patient care services. Such participation may include, but is not limited to, scheduling of coverage for nursing services and observation and documentation by a licensed practical nurse regarding care provided by assistive personnel.

- (P) A licensed nurse shall not make any false, misleading, or deceptive statements, or submit or cause to be submitted any false, misleading or deceptive information, or documentation to:

- (1) The board or any representative of the board;
- (2) Current employers;
- (3) Prospective employers when applying for positions requiring a nursing license;
- (4) Facilities in which, or organizations for whom, the nurse is working a temporary, agency, or locus tenens assignment;
- (5) Other members of the patient's health care team; or
- (6) Law enforcement personnel.

- (Q) For purposes of paragraphs (I), (J), (K), (L), and (M) of this rule, a nurse shall not use social media, texting, emailing, or other forms of communication with, or about a patient, for non-health care purposes or for purposes other than fulfilling the nurse's assigned job responsibilities.

4723-6-04

Successful completion of the alternative program for substance use disorder~~chemical dependency~~.

- (A) A participant successfully completes the program when the participant complies with the terms and conditions of the program specified in section 4723.35 of the Revised Code, this chapter, and the participant's agreement for the time period specified in the agreement.
- (B) When a participant successfully completes the program as indicated in paragraph (A) of this rule, the program shall notify the participant of such successful completion in writing. Once the participant receives this written notification of successful completion from the program, the participant shall no longer be required to comply with the terms and conditions of the program specified in section 4723.35 of the Revised Code, this chapter, and the participant's agreement.
- (C) When making a decision regarding disciplinary action for violations of Chapter 4723. of the Revised Code or the rules of the board, the board will be notified by a written communication from board staff, marked as confidential according to division (F) of section 4723.35 of the Revised Code, if the individual who is the subject of proposed board action previously successfully completed the program.
- (D) A participant who successfully completes the program shall not be reported to the national council of state boards of nursing's disciplinary data bank or the federally mandated national database unless the board imposes disciplinary action against the participant.

4723-6-05

**Causes for termination from the alternative program for
substance use disorder~~chemical dependency~~.**

Participation in the program may be terminated for any of the following reasons:

- (A) The participant fails to comply with any of the terms and conditions of the program specified in section 4723.35 of the Revised Code and this chapter;
- (B) The participant fails to comply with any provision of the participant's agreement;
- (C) The participant is unable to practice according to acceptable and prevailing standards of safe care; or
- (D) The program receives information which, after investigation, indicates that the participant may have committed an additional violation of a provision of Chapter 4723. of the Revised Code or any rules of the board.

4723-6-06

**Confidentiality regarding the alternative program for
substance use disorder~~chemical dependency~~.**

- (A) Admission and ongoing monitoring shall be conducted in a manner that maintains the confidentiality of the individual.
- (B) According to division (F)(3) of section 4723.35 of the Revised Code, all records regarding an individual's application to or participation in the program are confidential and are not public records. The records include, but are not limited to:
- (1) Medical records;
 - (2) Substance use disorder records;
 - (3) Mental health records;
 - (4) Treatment records;
 - (5) Reports required by the participant's agreement;
 - (6) Waivers and releases required by the participant's agreement;
 - (7) Alcohol and drug screen results;
 - (8) Verification of attendance at support, peer group or twelve-step meetings; and
 - (9) Internal program documentation concerning participants in the program, including program assessments and recommendations;
 - (10) Applications submitted to the program, records related to review of program eligibility, and participant agreements.
- (C) According to division (E)(4) of section 4723.35 of the Revised Code, a participant may authorize in writing the release of information regarding his or her progress in the program.
- (D) All program records shall be maintained in a secure storage area for a period of two years following the participant's date of successful completion of the program, or for a period of two years following a determination that an applicant is not eligible for participation.

4723-14-03

Continuing education requirement for licensed practical and registered nurses.

- (A) A nurse applying to renew an active license to practice nursing as a licensed practical nurse or registered nurse in Ohio must complete twenty-four contact hours of continuing education during the renewal period, unless an exception applies, and at least one of the required hours needs to be in category A continuing education.
- (1) For the period immediately following licensure by examination, a nurse who holds an active license to practice nursing in Ohio is not required to complete any contact hours of continuing education for the first license renewal;
 - (2) A nurse who has been licensed by endorsement in Ohio for one year or less must complete twelve contact hours of continuing education;
 - (3) A nurse who has been licensed by endorsement in Ohio for more than one year must complete twenty-four contact hours of continuing education.
- (B) A licensed practical nurse who has an active license as a registered nurse in Ohio is not required to meet the continuing education requirement for renewal of the license to practice as a practical nurse.
- (C) A nurse from another jurisdiction who applies for licensure by endorsement to practice as a licensed practical nurse or registered nurse in Ohio is required to complete two contact hours of category A continuing education in order to be eligible for licensure.
- (D) In order to renew, applicants must attest to completion of the continuing education required by this rule on the application for renewal. The board may require a renewal applicant to show proof of completion of continuing education. If the board requests proof of continuing education and the applicant fails to provide proof to the board before the end of the renewal period, the license shall lapse.
- (E) To reactivate an inactive license or to reinstate a lapsed license to practice as a licensed practical nurse or registered nurse, the applicant must complete twenty-four contact hours of continuing education during the twenty-four month period immediately before the application date.
- (1) If the license of a registered nurse or licensed practical nurse has been inactive or lapsed in Ohio less than two years, or the applicant holds a current, valid license in another jurisdiction, the continuing education shall be twenty-four contact hours of continuing education that includes one hour of category A.

- (2) If the license of a registered nurse or licensed practical nurse has been inactive or lapsed in Ohio for two years or more, and the applicant does not hold a current, valid license in another jurisdiction, the continuing education must consist of twenty-four contact hours. The twenty-four contact hours must include all of the following:
- (a) Two contact hours of category A with learning outcomes that address scopes of practice for registered and licensed practical nurses, standards of safe practice, and nursing delegation;
 - (b) Six contact hours with learning outcomes that address application of the nursing process and critical thinking, clinical reasoning, or nursing judgment related to patient care;
 - (c) Six contact hours in pharmacology with learning outcomes that include drug classifications, medication errors, and patient safety;
 - (d) Two contact hours that include learning outcomes related to clinical or organizational ethical principles in health care; and
 - (e) Eight contact hours that include learning outcomes related to an area relevant to the nurse's practice.
- (F) A licensed practical nurse or registered nurse who requests that a license to practice be placed on inactive status is not required to meet the continuing education requirement for the period during which the license is on inactive status. To return to active status, the nurse must meet the continuing education requirements in paragraph (E) of this rule ~~and provide proof to the board that those requirements were met.~~
- (G) A licensed practical nurse or registered nurse may use a waiver to satisfy the continuing education requirement for one renewal period only if the nurse notifies the board in writing requesting the waiver. Once a nurse notifies the board of the intent to use the waiver, the board will not accept a withdrawal of the request.
- (H) A licensed practical nurse or registered nurse cannot use the waiver to satisfy the requirements of rule 4723-8-10 or 4723-14-07 of the Administrative Code, or to meet the requirements for reactivating or reinstating a license.
- (I) A licensed practical nurse or registered nurse who earns more than the number of hours required by this chapter during a single renewal period cannot apply the extra

hours to meet future renewal period continuing education requirements.

- (J) One contact hour of education, that is directly related to recognition and handling of human trafficking victims, or victims of sexual assault, may qualify as part of the hours of continuing education required by paragraph (A), paragraph (E) or paragraph (K) of this rule for purposes of license or certificate renewal, reactivation or reinstatement.

- (K) An individual holding a volunteer's certificate issued by the board according to section 4723.26 of the Revised Code must:
 - (1) To renew the certificate, complete twenty-four contact hours of continuing education in the twenty-four month period immediately before the renewal application date, that meets the requirements of Chapter 4723-14 of the Administrative Code, and includes:
 - (a) Two contact hours of category A with learning outcomes that address standards of safe practice and nursing delegation;
 - (b) One contact hour that includes content in patient abuse, patient rights, and professional boundaries;
 - (c) Two contact hours that include content in the scope of practice of the licensed practical nurse and the registered nurse;
 - (d) Two contact hours in nursing documentation;
 - (e) Three contact hours in principles of pain management;
 - (f) One contact hour that addresses the application of the nursing process and critical thinking related to patient care;
 - (g) One contact hour that includes content in maintaining patient confidentiality;
 - (h) Four contact hours in patient assessment and wound care;
 - (i) Four contact hours in medication administration and preventing medication errors; and

- (j) Four contact hours relevant to the nurse's practice setting.
- (2) To reactive an inactive certificate or reinstate a lapsed certificate, the applicant must complete the continuing education requirements specified in paragraph (K)(1) of this rule.
- (L) For purposes of complying with the twenty-four hours of continuing education required by section 4723.24 of the Revised Code, a licensed practical nurse or registered nurse may satisfy up to eight hours by providing health care services as a volunteer if the following requirements are met:
 - (1) The licensee provides the health care services to an indigent and uninsured person as defined in section 2305.234 of the Revised Code;
 - (2) For registered nurses, the health care services provided are the practice of nursing as a registered nurse as defined in division (B) of section 4723.01 of the Revised Code;
 - (3) For licensed practical nurses, the health care services provided are the practice of nursing as a licensed practical nurse as defined in division (F) of section 4723.01 of the Revised Code;
 - (4) The health care services provided are provided as a volunteer, as that term is defined in section 2305.234 of the Revised Code;
 - (5) The licensee satisfies the requirements of section 2305.234 of the Revised Code to qualify for the immunity from liability granted under that section;
 - (6) One hour of continuing education may be awarded for each sixty minutes documented as spent providing health care services as a volunteer;
 - (7) The licensed practical nurse or registered nurse obtains, and maintains for a period of six years following the date the health care services are provided, a signed statement from a person at the health care facility or location where the health care services were performed indicating:
 - (a) The date and time period the licensee performed the health care services;
 - (b) That the recipient of the health care services was indigent and uninsured as defined in section 2305.234 of the Revised Code; and

- (c) That the licensee provided the health care services as a volunteer as defined in section 2305.234 of the Revised Code.

*** DRAFT - NOT YET FILED ***

4723-25-08

Funding cycle.

Grant cycles will begin on ~~September~~November first of odd number calendar years and extend for a period of two years, to ~~August~~October thirty-first of odd number years.

4723-26-01

Definition of terms.

For the purpose of this chapter, the following definitions apply:

- (A) "Administrator" means the individual who is administratively responsible for a community health worker training program.
- (B) "Board" means the Ohio board of nursing.
- (C) "Certificate to practice" means the certificate issued by the board in accordance with section 4723.85 of the Revised Code.
- (D) "Clinical experience" means a task or activity planned to meet course objectives or outcomes and to provide community health worker students with the opportunity to practice cognitive, psychomotor, and affective skills related to the delivery of care by community health workers. This experience may take place in a community setting or other appropriate site.
- (E) "Community health worker" and "certified community health worker" mean an individual who satisfies both of the following:
 - (1) As a community representative, advocates for clients in the community by assisting them in accessing community health and supportive resources through the provision of such services as education, role modeling, outreach, home visits, or referrals; and
 - (2) Holds a certificate to practice issued or renewed by the board under section 4723.85 of the Revised Code.
- (F) "Continuing education" means a planned learning activity that builds upon a community health worker's precertification education program and enables a community health worker to acquire or improve skills, knowledge or behavior that promotes professional or technical development or the enhancement of career goals and is approved by the board under Chapter 4723-14 of the Administrative Code.
- (G) "Curriculum" means the standard minimum curriculum to be used in a board-approved training program for community health workers as provided in rule 4723-26-13 of the Administrative Code.
- (H) "Delegation" means the transfer of responsibility for the performance of selected nursing tasks from a registered nurse to a community health worker.
- (I) "Didactic" means the component of an educational program that [provides](#)

faculty-interactive instruction and includes lecture, verbal instruction, or other means of exchanging theoretical information between instructor and students.~~includes lecture, verbal instruction, or other means of exchanging theoretical information between instructor and students, typically in a classroom setting.~~

- (J) "Inactive certificate" means the status of the certificate of an individual who has made a written request that the board place the certificate on inactive status. An individual with an inactive certificate does not hold a current, valid certificate.
- (K) "Laboratory experience" means an activity planned to meet course objectives or outcomes and to provide a community health worker student with the opportunity to practice cognitive, psychomotor, and affective skills in the delivery of care, that takes place in a learning resource center or other appropriate location.
- (L) "Lapsed certificate" means the status of a certificate of an individual who did not meet all of the requirements of certificate renewal and has not requested prior to the renewal deadline that the board place the certificate on inactive status.
- (M) "Patient" means the recipient of a nursing task delegated by a registered nurse and may include an individual, group, or community.
- (N) "Registered nurse" means an individual who holds a current, valid license issued under Chapter 4723. of the Revised Code that authorizes the practice of nursing as a registered nurse.
- (O) "Representative of the board" means an employee of the board or an individual designated by the board to act on its behalf.
- (P) "Site visit" means an announced or unannounced visit to a community health worker training program by a representative of the board to determine whether the program meets or maintains the minimum standards require by the board.
- (Q) "Supervision by a registered nurse" means initial and ongoing direction, procedural guidance, observation, and evaluation by a registered nurse who is continually available in person, or by some form of telecommunication, of the nursing tasks performed by a community health worker.

4723-26-13

Standard curriculum for community health worker training programs.

- (A) An approved curriculum for a training program for community health workers shall be the standard minimum curriculum set forth in paragraph (B) of this rule and shall satisfy all of the following:
- (1) Include a program philosophy, program objectives or outcomes, course objectives or outcomes, teaching strategies, and core competencies or other evaluation methods that are:
 - (a) Consistent with the law regulating the practice of the community health worker;
 - (b) Internally consistent;
 - (c) Implemented as written; and
 - (d) Distributed to community health worker students;
 - (2) Include a curriculum plan showing the sequence of courses, laboratory experiences, and units of credit or number of clock hours allotted to theory and laboratory experiences; and
 - (3) Include a curriculum content that is a minimum of one hundred hours of didactic ~~classroom~~ instruction and one hundred thirty hours of clinical experience. Relevant laboratory experiences may be integrated into the curriculum.
- (B) As part of the ~~classroom~~ instruction required in paragraph (A) of this rule, related clinical and laboratory experiences shall provide a community health worker with an opportunity to practice cognitive, psychomotor, and affective skills in the performance of a variety of basic tasks and activities with individuals or groups across the life span. Portions of the relevant clinical experience shall be provided in a community setting similar to the settings in which a community health worker will provide services.
- (C) The standard minimum curriculum for community health workers shall include courses, content, and expected outcomes, relative to the defined role of the community health worker, in the following major areas:
- (1) Health care, including expected competencies in the areas of:

- (a) The physical, mental, emotional and spiritual impacts on health;
 - (b) Basic anatomy and physiology of major body systems;
 - (c) Substance use and affects on health;
 - (d) Signs indicating a change in a client's health status;
 - (e) Obtaining accurate vital signs;
 - (f) Basic cardiopulmonary resuscitation skills;
 - (g) Medical terminology;
 - (h) Documentation methods; and
 - (i) Utilization of local health and referral systems.
- (2) Community resources, including expected competencies in the areas of:
- (a) Referral methods to assist various target population groups;
 - (b) Utilization of community resources and their referral processes;
 - (c) Utilization of resources related to entitlement programs;
 - (d) Recognizing and reporting signs of family violence, abuse and neglect;
and
 - (e) Recognizing and making appropriate referral for signs of mental health
and addiction problems.
- (3) Communication skills, including expected competencies in the areas of:
- (a) Interpersonal communication skills;
 - (b) Effective interview techniques;

- (c) Effective written communications to health care and service care providers; and
 - (d) Utilization of appropriate telephone technique.
- (4) Individual and community advocacy, including expected competencies in the areas of:
- (a) Recognition of diversity, and the role of the community health worker in an interdisciplinary team;
 - (b) Supporting development of self care skills in various target population groups;
 - (c) Utilization of skills to assure that different target population groups receive needed services; and
 - (d) Methods of serving as a community liaison between different target population groups and local agencies and providers.
- (5) Health education, including expected competencies in the areas of:
- (a) Educating on healthy lifestyle choices, including nutrition, exercise, and stress management to reduce health risk factors;
 - (b) Educating on adverse health consequences of smoking, drinking, and drugs of abuse;
 - (c) Educating on the importance of oral health care across the lifespan;
 - (d) Explaining basic prevention and wellness topics; and
 - (e) Explaining age-appropriate safety and injury prevention techniques.
- (6) Service skills and responsibilities, including expected competencies in the areas of:
- (a) Protocols and policies regarding:

- (i) Confidentiality;
 - (ii) Care coordination;
 - (iii) Documentation;
 - (iv) Submission of documentation for review by a supervisor; and
 - (v) Release of client information.
- (b) Skills necessary to carry out an effective home visit, including:
- (i) Personal safety;
 - (ii) Emotional dynamics;
 - (iii) Setting appropriate boundaries with clients;
 - (iv) Time management; and
 - (v) Conflict management skills.
- (c) Performance of basic clerical, computing, and office skills necessary in the role of the community health worker.
- (D) The standard minimum curriculum for community health workers shall also educate students on needs throughout the span of a lifetime including the following:
- (1) Content related to the family during childbearing years, including expected competencies in the areas of:
 - (a) Health education related to the childbearing years; and
 - (b) A basic understanding of related anatomy, physiology, and appropriate health care.
 - (2) Content related to the family during pregnancy, including expected competencies in the areas of:

- (a) Basic anatomy, physiology, and normal signs related to pregnancy;
 - (b) Recognition of warning signs during pregnancy requiring immediate reporting to the registered nurse supervisor; and
 - (c) Health education related to pregnancy, labor, and postpartum care.
- (3) Content related to the newborn, infant, and young child, including expected competencies in the areas of:
- (a) Routine infant feeding and newborn care;
 - (b) Recognizing and reporting problems that can occur in early infancy;
 - (c) Immunization schedules and information regarding referral to appropriate health care facilities and practitioners;
 - (d) Basic methods to enhance typical child development; and
 - (e) Identification of potential developmental delays.
- (4) Content related to adolescents including expected competencies in the areas of:
- (a) Age appropriate health education;
 - (b) Acute and chronic illnesses including, but not limited to asthma, obesity, and eating disorders; and
 - (c) High risk behaviors.
- (5) Content related to adults and seniors, including expected competencies in the areas of:
- (a) The aging process;
 - (b) Prevention strategies;
 - (c) Recommended screenings;

- (d) Top causes of morbidity and mortality by age group; and
 - (e) Acute and chronic illnesses of adulthood including but not limited to heart disease, cancer, stroke, diabetes, and lung disease.
- (6) Content related to special health care and social needs of target population groups including:
- (a) Grandparents raising grandchildren;
 - (b) Adults caring for aging parents; and
 - (c) Children and adults with disabilities.
- (E) For purposes of paragraph (B) of this rule, students participating in a clinical practicum in a community setting shall be supervised by qualified instructional personnel employed by, or under contract with, the community health worker training program.
- (F) It is the intent of the board that this curriculum is structured in such a way as to assure that participants who successfully complete a program that provides the curriculum may be able to utilize a portion of the credit hours earned toward additional career-related education.