

4761:1-13-01

Continuing education standards.

- (A) ~~Each licensed~~ Licensed HME ~~facility~~facilities must demonstrate that a continuing education plan has been developed that provides continuing education for staff rendering HME services to the public in the state of Ohio, unless a waiver of contact hours is granted under paragraph (E) of this rule.
- (B) The qualifying continuing education program must meet or exceed the following guidelines:
- (1) Staff must complete no less than ten contact hours of continuing education per renewal cycle. Of the required hours:
 - (a) No more than five contact hours may be ~~non-accredited~~ in-service education developed and taught by the HME provider;
 - (b) The remaining hours must come from educational programs specific to the type and level of HME service provided that are approved by an organization recognized by the Ohio respiratory care board that provides continuing education relating to home medical equipment services or ~~specific clinical affiliation~~by an HME or health professional organization or association that offers continuing education contact hours relevant to the HME services provided; and
 - (c) Clinical and equipment cleaning/maintenance staff must have one contact hour of continuing education on infection control, equipment cleaning and cleaning agents, rotation of inventory and equipment separation.
- (C) Continuing education credits shall be documented for employed staff involved in HME service delivery to the public. Records of attendance and completion shall include:
- (1) Sign in logs; and
 - (2) Agendas and training manuals for facility based in-services;
 - (3) Documentation of completed continuing education courses taken by each staff member must be maintained in that employees personnel file and must be available for review by a board investigator upon demand.
- (D) Any organization that provides HME continuing education may apply to the board to be recognized as an authorized continuing education provider. Request for recognition must be made in writing to the board and the organization must provide

the board with an overview of their agency and an outline of the continuing education courses provided by that agency, including course content.

(E) A licensed HME provider may apply to the Board for waiver of one-half of the continuing education contact hours required, if the licensed provider meets the following requirements:

(1) The HME provider sells or leases only one type of HME; and

(2) The HME provider receives total payments of not more than ten thousand dollars per year from selling or renting HME.