



## Ohio Administrative Code

### Rule 109:2-9-11 Credit for prior equivalent training, and training requirements upon re-appointment.

Effective: [September 14, 2026](#)

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(A) Correctional officer certification based upon out-of-state certification or prior training.

- (1) An individual who is required to complete the corrections school as prescribed in rule 5120:1-8-18 of the Administrative Code may apply for a correctional officer certificate issued pursuant to division (E) of section 109.73 of the Revised Code by submitting documentation, in the manner prescribed by the executive director, sufficient to establish either of the following:
  - (a) The individual holds an out-of-state occupational license that is substantially similar to that of a correctional officer certificate; or
  - (b) The individual has been actively employed as a correctional officer for at least three of the last five years immediately preceding the date of their application in the uniformed services, a federal agency, or jurisdiction where an out-of-state license or certificate is not required to be employed as a correctional officer.
- (2) If an individual applies for the issuance of a correctional officer certificate pursuant to division (E) of section 109.73 of the Revised Code and holds an out-of-state occupational license that is substantially similar to that of a correctional officer certificate, the executive director shall issue a certificate if the individual provides satisfactory documentation of the following:
  - (a) The individual possesses an out-of-state occupational license issued by another state and the license is substantially similar to that of an Ohio correctional officer certificate;
  - (b) If the individual holds an out-of-state occupational license in one or more jurisdictions, the individual is in good standing with each entity that regulates the individual's out-of-state license and the individual has not surrendered or had revoked any license or government certification related to the applicant's work in that same profession or occupation;
  - (c) The individual has held the out-of-state occupational license for at least one year immediately preceding the date the application is submitted;
  - (d) The individual has been actively employed as a correctional officer, or substantially similar occupational activity, for at least one of the five years immediately preceding the date the application is submitted;
  - (e) The individual was required to satisfy minimum educational and training requirements to obtain the out-of-state license;
  - (f) The individual is not subject to a state or federal weapons disability;



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- (g) The individual has passed the written certification examination as provided in rule 109:2-9-10 of the Administrative Code.
- (3) If an individual applies for issuance of a correctional officer certificate pursuant to division (E) of section 109.73 of the Revised Code based upon their satisfactory work experience in the same profession as a correctional officer in the uniformed services, a federal agency, or jurisdiction where an out-of-state license or certificate is not required to be employed as a correctional officer, the executive director shall issue a certificate if the individual provides satisfactory documentation of the following:
- (a) The individual has provided sufficient documentation, in the manner prescribed by the executive director, that they have been actively employed as a correctional officer for at least three of the last five years immediately preceding the date of their application in the uniformed services, a federal agency, or jurisdiction where an out-of-state license or certificate is not required to be employed as a correctional officer;
  - (b) The individual has not previously surrendered or had revoked an out-of-state occupational license or government certification related to the occupational activities associated with the duties of a correctional officer;
  - (c) The individual was required to satisfy minimum educational and training requirements to obtain the out-of-state license;
  - (d) The individual was required to demonstrate proficiency in and pass a written examination on the training and educational requirements to obtain the out-of-state license;
  - (e) The individual is not subject to state or federal weapons disability;
  - (f) The individual passes the written certification examination as provided in rule 109:2-9-10 of the Administrative Code.
- (4) As used in this paragraph:
- (a) "Actively employed as a correctional officer" means being employed and working, in a fulltime paid status, in a position where an individual's powers and responsibilities include at least all of the following:
    - (i) Supervision, care, custody, control, and safety of incarcerated individuals;
    - (ii) Responsible for maintaining facility security;



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(iii) Enforces facility rules.

(b) "Substantially similar occupational activity" means employment in a position where the individual is authorized to perform all the activities set forth in paragraph (A)(4)(a) of this rule.

(c) "Out-of state occupational license," "government certification," "license," "good standing," and "uniformed services" have the same meaning as in section 4796.01 of the Revised Code.

(d) An out-of-state occupational license is substantially similar to a correctional officer certificate if it conveys, with valid employment, the licensee authority to perform all the activities set forth in paragraph (A)(4)(a) of this rule.

(B)

(1) Upon appointing a person to a correctional officer position as described in paragraph (F) of rule 109:2-9-01 of the Administrative Code, the appointing agency shall submit a request for the executive director to evaluate the officer's training and eligibility to perform the functions of a correctional officer. Such request will be made on a form provided by the executive director and shall be submitted immediately upon appointing the officer.

(2) Persons who have completed required training and who have not been appointed as a correctional officer for one year or less shall remain eligible for appointment and shall not be required to complete additional specialized or other training to remain eligible for appointment.

(3) Persons who have completed required training and who have not been appointed as a correctional officer for more than one year but less than four years shall, within one year of appointment, successfully complete any specialized training, and any other training deemed appropriate by the appointing authority.

(4) Persons who have completed required training and who have not been appointed as a correctional officer for more than four years shall, upon appointment, complete entry level training required of their position as prescribed in rule 109:2-9-02 of the Administrative Code.

(5) Notwithstanding the training requirements set forth in paragraphs (B)(2), (B)(3), and (B)(4) of this rule, a member of the national guard or a military reservist who has previously been appointed as a correctional officer and has been awarded a certificate of successful completion of basic training by the executive director and has not been appointed as a correctional officer for one year or



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more due to active duty in the uniformed services, when such absence from the appointment is as a direct result of the person's mobilization to active duty service, shall, upon return from active duty, be immediately eligible for appointment as a correctional officer and shall not be required to meet the training requirements set forth in paragraphs (B)(2), (B)(3), and (B)(4) of this rule provided that they present satisfactory evidence of the service member's discharge under honorable conditions or release under honorable conditions from active duty or national guard duty within six months after the discharge or release.