



## Ohio Administrative Code

### Rule 4729:11-2-01 Licensure, registration and renewal.

Effective: June 30, 2025

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(A) An applicant applying for licensure as a HME services provider shall:

(1) File an application with the board pursuant to rule 4729:11-2-03 of the Administrative Code; and

(2) Submit the required fee as established in paragraph (F) of this rule.

(3) To be licensed as a HME services provider, the applicant shall comply with the following:

(a) The applicant shall be physically located in Ohio. A HME services provider located outside the boundaries of the state of Ohio may only apply for a certificate of registration pursuant to paragraph (B) of this rule.

(b) Meet the minimum standards set forth in rule 4729:11-3-01 of the Administrative Code.

(c) Comply with all recordkeeping requirements in accordance with rule 4729:11-3-02 of the Administrative Code.

(d) Submit to an on-site inspection pursuant to rule 4729:11-3-03 of the Administrative Code.

(B) An applicant applying for a certificate of registration as a HME services provider shall:

(1) File an application with the board pursuant to rule 4729:11-2-03 of the Administrative Code.

(2) Submit the required fee as established in paragraph (F) of this rule.

(3) The applicant shall be accredited by the joint commission on accreditation of healthcare organizations or another national accrediting body recognized by the board in accordance with rule 4729:11-2-04 of the Administrative Code. Part of the registration process shall be an inquiry to the



accrediting agency with which the entity is accredited. This information will be used as a part of the consideration in granting a registration.

(C) The persons listed in paragraphs (A) and (B) of this rule shall be a natural person that owns and/or operates the business entity applying for licensure or registration. In the event the applicant is not owned by a natural person, each business entity with an ownership interest in the applicant must be disclosed on the application up to and through the entity that is owned by a natural person.

(D) A license or registration expires at the end of the period for which it is issued and may be renewed. For purposes of issuing and renewing licenses, the board shall use a biennial licensing period that begins on the first day of July of each even-numbered year and ends on the thirtieth day of June of the next succeeding even-numbered year.

(E) A person who seeks to renew a license or registration shall submit an application for renewal, containing information as required by the board, and pay the required fee in accordance with paragraph (F) of this rule on or before the thirtieth day of June each even-numbered year.

(F) The board establishes the following non-refundable fees:

(1) Applications for an initial certificate of registration shall include a fee of one hundred and fifty dollars.

(2) Applications for an initial license shall include a fee of three hundred dollars.

(3) Applications for biennial renewal of a certificate of registration shall include a fee of three hundred dollars.

(4) Applications for biennial renewal of a license shall include a fee of four hundred dollars.

(5) If an application for renewal of a license or certificate of registration is filed with the board after the renewal date, the applicant will be charged an additional late fee of two hundred dollars.

(6) If a complete application for renewal has not been submitted by the sixty-first day after the



renewal date specified in this rule, the license or certificate of registration is considered void and cannot be renewed, but the holder may reinstate the licensure or registration in accordance with procedures specified by the board.

(G) A person that fails to renew a license or certificate or registration in accordance with this rule is prohibited from engaging in the provision of HME services.

(H) A HME services provider located outside the boundaries of the state of Ohio currently licensed under Chapter 4752. of the Revised Code shall obtain a registration as a HME services provider.

(I) Except as provided in division (B) of section 4752.02 of the Revised Code, no person shall provide home medical equipment services or claim to the public to be a HME services provider unless either of the following is the case:

(1) The person holds a valid license issued under this division of the Administrative Code;

(2) The person holds a valid certificate of registration issued under this division of the Administrative Code.