



Ohio Administrative Code

Rule 4758-13-02 Continuing education requirements for prevention certificate holders.

Effective: December 21, 2018

(A) The following steps are required for renewal of a certificate to practice as an OCPS or OCPC.

(1) Completion of a renewal application documenting the following:

(a) A minimum of forty hours of approved continuing education credit within the two year renewal period. Documentation of these hours does not need to be submitted with the renewal application. If selected in a random audit process, documentation shall be required;

(b) A minimum of six hours from domain VI: professional growth and responsibility. This includes current research, historical perspectives, theoretical approaches and current program models;

(c) A minimum of three hours of the total forty hours shall be in ethics education; and

(d) The remaining hours must be prevention related.

(2) Prevention specialists may be granted up to a maximum of twenty CEUs for authoring alcohol and other drug related prevention publications at the board's discretion.

(3) A maximum of ten CEUs may be granted for special language courses or workshops.

(4) A maximum of ten CEUs may be granted for presenting a workshop or teaching alcohol and other drug prevention related courses.

(5) The board shall consider relevant education, training, or service completed during the current renewal period by a licensee or certificate holder who is a member of or spouse of a member of the armed forces of the United States or reserve components thereof, the Ohio national guard, the Ohio military reserve, the Ohio naval militia, or the national guard of any other state in determining whether a licensee has fulfilled required continuing education for that renewal period.



(B) The following steps are required for renewal of a certificate to practice as an OCPSA.

(1) Completion of a renewal application documenting the following:

(a) A minimum of twenty hours of approved continuing education credit within the two year renewal period. Documentation of these hours does not need to be submitted with the renewal application. If selected in a random audit process, documentation shall be required;

(b) A minimum of three hours from domain VI: professional growth and responsibility. This includes current research, historical perspectives, theoretical approaches and current program models.

(c) A minimum of one and a half hours of the total twenty hours shall be in ethics education; and

(d) The remaining hours must be prevention related.

(2) Prevention specialist assistants may be granted up to a maximum of twenty CEUs for authoring alcohol and other drug related prevention publications at the board's discretion.

(3) A maximum of ten CEUs may be granted for special language courses or workshops.

(4) A maximum of ten CEUs may be granted for presenting a workshop or teaching alcohol and other drug prevention related courses.

(C) Renewal applications shall be completed and filed with required fee to the board no less than thirty days prior to the certificate lapse date.

(1) 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 who has served on active duty, whether inside or outside the United States, for a period in excess of thirty-one days may submit an application to the board stating that the licensee or certificate holder requires an extension of the current reporting period because the licensee or certificate holder has served on active duty during the current or a prior reporting period.



The licensee or certificate holder shall submit proper documentation certifying the active duty service and the length of that active duty service.

Upon receiving the application and proper documentation, the board shall extend the current reporting period by an amount of time equal to the total number of months that the licensee spent on active duty during the current reporting period. For purposes of this paragraph, any portion of a month served on active duty shall be considered one full month.

(D) Prevention certificate holders may claim up to four hours of volunteer service toward the forty hour continuing education requirement. To qualify under this rule, volunteer services shall:

(1) Be provided at a free clinic or other non-profit organization that offers health care services based on eligibility screenings identifying the client as an indigent and uninsured person as that term is defined in division (A)(7) of section 2305.234 of the Revised Code;

(a) Not be credited for license holders in a paid position at the organization at which the services are rendered;

(b) Be prevention services provided in compliance with the professional conduct requirements specified agency 4758 of the Administrative Code;

(c) Be credited as one hour of CE for each sixty minutes spent providing services as a volunteer, not to exceed four hours of the total biennial CE requirement;

(d) Not count toward the requirement to complete three hours of continuing education in ethics continuing education.

(e) Be documented in writing from an administrative official at the organization where services were performed, specifying at a minimum the volunteers name, date(s) of qualifying volunteer services, number of hours of service, and a brief description of what services the volunteer performed.

(E) The board shall send renewal reminders ninety days prior to the lapse date.



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(F) The board may audit the renewal of a certificate holder. If selected for an audit, certificate holders shall be required to provide verification of completion of the hours required for their renewal period.