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Ohio Administrative Code

Rule 4765-24-22 Practical skills examination administration requirements.

Effective: November 1, 2026

[Comment: For dates and availability of material incorporated by reference in this rule see rule 4765-25-02 of the Administrative Code.]

(A) A chartered program shall be permitted to administer the state practical skills testing examination for firefighter, fire safety inspector, and instructor certification, if the chartered program meets or exceeds the following requirements:

(1) Has a current and valid charter;

(2) Holds the classification(s) for the practical skills testing being administered;

(3) Meets all requirements set forth in rule 4765-24-03 of the Administrative Code.

(B) When administering state certification examinations, the charter program director shall:

(1) Ensure the integrity and security of all practical skills examinations;

(2) Supervise the practical skills examinations or designate a skills coordinator to supervise;

(3) Ensure skills coordinator is responsible for the administration and set up of the practical skills examination;

(4) Ensure skills coordinator sets up practical skills stations prior to the scheduled examination time;

(5) Immediately report to the division any potential compromise of the examination process;

(6) Allow only fire and emergency services instructors or assistant fire instructors who have completed the "Practical Skills Evaluator Training Course" to evaluate students during firefighter, fire safety inspector, and instructor practical skills examinations. Instructors shall not be permitted to evaluate practical skills examinations that are above the level of the instructor's certificate to practice;

(7) Ensure that all practical skills evaluators receive annual practical skills evaluator refresher training;

(8) Ensure skills coordinator does not permit lead instructors in the firefighter, fire safety inspector, or instructor training course to evaluate any student on the specific skills examinations that were taught by the instructor;

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(9) Ensure the safety of the students by providing equipment, supplies, apparatus, and facilities that meet the performance objectives for firefighter I and firefighter II of the "NFPA 1010" for all firefighter practical skills examinations;

(10) Ensure the safety of the students by providing equipment, supplies, and facilities that meet the performance objectives of the current version of "NFPA 1030" for all fire safety inspector practical skills examinations;

(11) Ensure each student is advised of the examination appeal process.

(C) The program director, or designated skills coordinator, and skill evaluators shall ensure a candidate is not permitted to directly observe another candidate during the practical skills examination.

(D) A state certification examination appeal shall be filed by the student to the program director within five days of the examination date. The appeal shall be in writing and shall include:

(1) Name of examinee;

(2) Contact information;

(3) Specific examination taken;

(4) Date, time, and location of examination;

(5) Basis for the appeal;

(6) Signature of the examinee.

(E) The program director shall report all appeals of the state certification examination to the division within five days of receipt.

(F) The executive director reserves the right to immediately suspend a chartered program's examination rights, if any of the following occur:

(1) There is an allegation of an examination or security compromise;

(2) There is a known examination or security compromise;

(3) There is a potential violation of this rule;

(4) Egregious violations of this chapter of the Administrative Code that warrant a suspension of examination rights.