



COMMUNITY HEALTH WORKER TRAINING PROGRAM APPROVAL PROCESS

All training programs that prepare individuals as Certified Community Health Workers must be approved by the Board of Nursing (Board) in accordance with Section 4723.87, Ohio Revised Code, and Chapter 4723-26, Ohio Administrative Code (OAC).

Persons seeking Board approval as a Community Health Worker Training Program must submit to the Board a complete application accompanied by the \$300.00 fee in the form of a cashier's check or money order payable to "Treasurer State of Ohio." The Board provides the Community Health Worker Training Program application and information through its website: www.nursing.ohio.gov under the "Community Health Workers" link.

The Board reviews completed applications at its meetings to determine whether the application's documentation complies with the requirements as established in Chapter 4723-26, OAC. The applicant will be notified in writing concerning the Board's approval of the Community Health Worker Training Program following the Board meeting at which it was considered. The Board's approval of a Community Health Worker Training Program is valid for 2 years provided the program continues to meet the requirements set forth in Chapter 4723-26, OAC.

Board staff may conduct a site visit of a Community Health Worker Training Program prior to Board approval or at anytime during the two year period for which a program is approved.

The Ohio Nurse Practice Act and the Administrative Rules adopted thereunder are available in their entirety for review on the Board's web site: www.nursing.ohio.gov under the "Law and Rules" link. A complete application includes submission of the General Information form, \$300.00 fee and other related documents that demonstrate the applicant program meets the requirements established in Rules Chapter 4723-26-12; 4723-26-13; and 4723-26-14, OAC.

The above documents must be submitted in hard copy in a three (3) ring binder and electronically on a disc with the following sections and content clearly identified:

- General Information form;

- Program Curriculum with content that meets requirements of Rule 4723-26-13, OAC;.

- Program Organization and Administration with documents reflecting compliance with Rule 4723-26-12, OAC;

- Program Faculty and related documents reflecting compliance with Rule 4723-26-12, OAC; and

- Program Policies and Forms that meet Rule 4723-26-12, OAC.

The completed application and related documents is to be mailed to:

Education Unit
Ohio Board of Nursing
17 South High St., Suite 400
Columbus, OH 43215-7410