

**\*\*\*DRAFT - NOT FOR FILING\*\*\***

**4501-21-16 Instructors for remedial programs.**

[Comment: For dates and availability of material incorporated by reference in this rule, see paragraph (A) in rule 4501-21-17 of the Administrative Code.]

(A) The requirements in this rule apply to authorizing officials, course managers, chief instructors, advanced skills instructors and instructors instructing students participating in a remedial driving course.

(B) Adult remedial driving course.

(1) Every adult remedial driving course shall employ a course manager who has been trained in an adult remedial curriculum.

(2) Each course shall be taught by an instructor who has been trained to teach the curriculum and has knowledge of Chapter 4501-21 of the Administrative Code, road signs, the care and operation of motor vehicles and the "Digest of Ohio Motor Vehicle Laws."

(3) Each instructor and course manager shall be trained by an organization on the list of approved curriculum providers, which is available on the driver training web page at <http://www.drivertraining.ohio.gov/schools.htm>.

(4) Each instructor and course manager shall complete a continuing education course every five years as provided by the curriculum provider and approved by the department and shall, upon request from the director, provide proof of the satisfactory completion of such training in a manner approved by the director.

(C) Juvenile remedial driving course.

(1) Every juvenile remedial driving course shall employ a course manager who has been trained in the "Juvenile Driver Improvement Curriculum."

(2) Each course shall be taught by an instructor who has been trained to teach the "Juvenile Driver Improvement Curriculum."

(3) Each instructor and course manager shall complete a continuing education course every five years as provided by the department and shall, upon request from the director, provide proof of the satisfactory completion of such training in a manner approved by the director.

(D) Advanced juvenile driver improvement program.

(1) Each advanced juvenile program enterprise shall employ a chief instructor who has successfully completed a chief instructor's course approved by the department. A chief instructor is eligible for such training after providing either of the following:

(a) Proof of providing training as an advanced skills instructor for a minimum of sixty hours of instruction or two years in an advanced juvenile driver improvement program; or

(b) Proof of being a certified instructor in a driving course for a fire department, law enforcement or other similar agency or entity, or the military, within ten years preceding the date of the chief instructor course; or

(c) Proof of being a certified instructor for advanced or high performance driving within ten years

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preceding the date of the chief instructor course.

(2) The chief instructor shall complete an additional continuing education course every five years as approved by the department. The course shall include, at a minimum, topics on automotive technology advancement.

(E) Each enterprise shall have policies in place establishing how the enterprise shall ensure either the instructors and course managers or the advanced skills instructors and chief instructors, whichever are applicable to the enterprise, comply with this chapter.

(F) The authorizing official for each remedial enterprise shall ensure that all course managers, chief instructors, advanced skills instructors and instructors:

(1) Possess a currently valid driver's license and have been the operator of a motor vehicle for at least three years;

(2) Have a record free of convictions of any felony, or a misdemeanor, that is reasonably related to a person's ability to serve safely and honestly in connection with a remedial driving course enterprise; and

(3) Have a driving record free of any of the following:

(a) Three or more chargeable crashes within the three years preceding the date of application;

(b) Three or more moving violation convictions under Chapter 4511. of the Revised Code, or an equivalent conviction from another jurisdiction, within the preceding three years;

(c) An accumulation of six points or more under Chapter 4510. of the Revised Code, or equivalent action from another jurisdiction, within the preceding three years; and

(d) A twelve-point administrative suspension under section 4510.037 of the Revised Code, or equivalent action from another jurisdiction, within the ten years preceding the date of application.

(G) As applicable to the course, the authorizing official shall periodically verify that the course manager, chief instructor, advanced skills instructor and all instructors remain eligible to serve as course managers, chief instructors, advanced skills instructor and instructors and shall at least every year obtain a driving abstract for each course manager, chief instructor, advanced skills instructor and instructor.

(H) Each course manager, chief instructor, advanced skills instructor, or instructor shall report any occurrences that would cause an instructor, advanced skills instructor, chief instructor, or course manager to no longer be employed or eligible to be employed as such to the authorizing official of the enterprise.

(I) The director may require attendance and satisfactory completion of department-sponsored workshops to update instructors on Ohio-specific information.