

4765-24-03

**Military provisions related to firefighter, fire safety inspector, and instructor certificates and application processing.**

(A) For the purpose of this rule, the following definitions shall apply:

- (1) "Active duty" means active duty pursuant to an executive order of the president of the United States, an act of congress of the United States, or sections 5919.29 or 5923.21 of the Revised Code.
- (2) "Armed forces" shall have the same meaning as in section 5903.01 of the Revised Code.
- (3) "Certificate" means a certificate to practice or teach issued in accordance with section 4765.55 of the Revised Code and Chapter 4765-20 or 4765-21 of the Administrative Code.
- (4) "Completed application" means an application for a certificate that has been submitted to the division with the form filled out in its entirety and all relevant documentation attached. Relevant documentation includes:
  - (a) Military discharge and separation document "DD-214";
  - (b) Military identification card or other official military documentation approved by the executive director of the division;
  - (c) Transcript or training record received during military service;
  - (d) Training certificates received during military service;
  - (e) Marriage certificate;
  - (f) Other documentation as approved by the executive director.
- (5) "Division" means the division of emergency medical services within the Ohio department of public safety.
- (6) "Executive director" means the individual appointed by the director of public safety, pursuant to section 4765.03 of the Revised Code, to serve as the chief executive officer of the state board of emergency medical, fire, and transportation services and as the executive director of the division of emergency medical services.
- (7) "Veteran" shall have the same meaning as in section 5903.01 of the Revised Code.

(B) Eligibility for a certificate issued in accordance with this rule.

In accordance with section 5903.03 of the Revised Code and rule 4765-20-11

and/or rule 4765-21-12 of the Administrative Code, the division shall consider substantially equivalent military experience, education, and training when determining whether an applicant who is a veteran or member of the armed forces has met all or part of the requirements for a certificate. An applicant who is a veteran or member of the armed forces shall provide all relevant documentation demonstrating his or her military experience, education, and training to assist the division in its determination.

(C) Renewal of a certificate in accordance with this rule.

(1) In accordance with section 5903.10 of the Revised Code, the holder of an expired certificate shall be granted renewal of the expired certificate if the following conditions are met:

(a) The holder presents the division with satisfactory evidence that the holder or the holder's spouse, as applicable, was honorably discharged or separated from the military under honorable conditions, and either of the following applies:

(i) The certificate was not renewed because of the holder's service in the armed forces.

(ii) The certificate was not renewed because the holder's spouse's service in the the armed forces resulted in the holder's absence from this state.

(b) The certificate renewal application and military discharge evidence is submitted to the division within six months of the holder's or holder's spouse's discharge, as applicable, from the armed forces.

(c) The certificate holder meets the requirements for renewal of a certificate as set forth in Chapter 4765-20 and/or Chapter 4765-21 of the Administrative Code.

(2) A veteran or spouse of a veteran who meets the conditions in this paragraph shall not be assessed a penalty for submitting a late renewal application.

(D) Continuing education and instructional renewal requirements.

(1) In accordance with section 5903.12 of the Revised Code and Chapter 4765-20 and/or Chapter 4765-21 of the Administrative Code, a certificate holder who has served on active duty during the current or prior certification cycle may request an extension of time to complete the current continuing education or instructional renewal requirement, if both of the following conditions are met:

(a) The certificate holder submits documentation to the division stating that

the certificate holder requires the extension of the current certification cycle because the certificate holder has served on active duty during the current or prior certification cycle.

(b) The documentation submitted certifies the active duty service and the length of that active duty service as a period in excess of thirty-one days during the current or prior continuing education or instructional renewal certification cycle.

(2) Upon the division's receipt of satisfactory evidence of service, in accordance with section 5903.12 of the Revised Code, the division shall extend the current continuing education or instructional renewal certification cycle by an amount of time equal to the total number of months that the certificate holder spent on active duty service during the current certification cycle. Any portion of a month served shall be considered one full month.

(3) The division shall consider relevant education, training, or service completed by the certificate holder as a member of the armed forces in determining whether the certificate holder has fulfilled required continuing education.

(4) All provisions of this paragraph shall apply to any certificate holder who is the spouse of a person who has served on active duty when that service resulted in the certificate holder's absence from this state.

(E) Processing of completed armed forces applications.

(1) The division shall track and monitor each application for a certificate that has been received from an applicant who is a:

(a) Veteran;

(b) Member of the armed forces;

(c) Spouse of a veteran or member of the armed forces; or

(d) Surviving spouse of a veteran or member of the armed forces.

(2) The division shall prioritize and expedite each completed initial application and renewal application received from an applicant who is a:

(a) Veteran;

(b) Member of the armed forces;

(c) Spouse of a veteran or member of the armed forces; or

(d) Surviving spouse of a veteran or member of the armed forces.

(3) In order to expedite the processing of completed applications and renewals, especially for individuals facing imminent deployment, the division shall accept necessary information in support of the application by electronic and other appropriate means.

Effective:

Five Year Review (FYR) Dates:

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Certification

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Date

Promulgated Under:  
Statutory Authority:  
Rule Amplifies:

119.03  
R.C. 4765.11, 4765.55, 5903.03, 5903.04  
R.C. 4765.55, 5903.10, 5903.12