APPLICATION FOR BOARD APPROVAL OF A CERTIFICATION COURSE IN ADMINISTRATION AND MONITORING NITROUS OXIDE

This is an application to request Board approval to conduct a certification course in administration and monitoring nitrous oxide. All questions must be answered truthfully by the owner/director of the school applying for approval. The application will be evaluated and, if approved by the Board, an approval letter will be generated for the course. Applications must be received at least 30 days prior to the next regularly scheduled board meeting. Approval of courses will only be effective until December 31st of any given year. The rules regulating administration and monitoring nitrous oxide and certification courses in administration and monitoring nitrous oxide are in 0460-3-.06 and 0460-5-.02(2).

Attach a copy of the course syllabus to be utilized in the course to this application for review by the Board.

Contact Information

PLEASE TYPE OR PRINT IN INK (If approved, school/program name, addresses and numbers will be posted on Board’s website as listed below.)

Name of School/Program: ______________________________________________________________________

Address: ____________________________________________________________________________________

____________________________________________________________________________________

Phone Number: ______________________________________________________________________________

Facsimile Number: ____________________________________________________________________________

E-Mail Address: _____________________________________________________________________________

Name of Owner/Director: ______________________________________________________________________

Year Approval is requested for: _________________________________________________________________

Has this school/program requested and been granted approval in a previous year? Yes ☐ No ☐

What year(s) was the approval granted? _________________________________________________________

Are there any changes to the curriculum? Yes ☐ No ☐ Are there changes in instructors? Yes ☐ No ☐

NOTE: Approval granted by the Board expires on December 31st of the year the approval was granted.
Facilities and Instructor Information

The Board shall be notified immediately of any changes made in the operation of the certification course, such as change of location, instructors or directorship. List the proposed location(s) of the course, dates and instructors:

Name of School or Facility where course will be taught: ______________________________________________

Address: ____________________________________________________________________________________

____________________________________________________________________________________

Will all courses be taught at the above location? ☐ Yes    ☐ No

If no, list name and address of other school/facility where course will be taught: _____________________

_______________________________________________________________________________________

_______________________________________________________________________________________

Date(s) of Course: _____________________________________________________________________________

Name of Instructor: ____________________________________________________________________________

Names of all Clinical Instructors: _________________________________________________________________

_______________________________________________________________________________________

Names of all assisting Clinical Instructors: _________________________________________________________

_______________________________________________________________________________________

Instructor to student ratio for course: ____________________________________________________________

Will an examination be administered to the students? ☐ Yes    ☐ No  If yes, what is the passing score: ______

Total number of course hours which includes the required 2 hours of clinical and 1 hour of demonstration: ____

ATTESTATION BY OWNER OR DIRECTOR

I hereby certify that the information provided in this application is accurate and complete. I also certify that the certification course for which Board approval is sought will comply with all statutes and rules regulating admission, facilities, faculty, equipment, and curriculum for certification courses in administration and monitoring nitrous oxide.

I understand that, if approved by the Board, the certificate of approval shall expire on December 31st of any given year. I understand that failure to adhere to the rules governing the admission qualifications in Rule 0460-3-.06 and 0460-5-.02(2)(c)1, the rules for certification courses or failure to provide access to inspection, pursuant to Rule 0460-5-.02(2)(b), may subject the course to withdrawal of course approval by the Board and invalidation of students course results.

________________________________________________________            ____________________________________
Signature of Owner or Director       Date