

3701-76-04

Registration and reinstatement.

An application to become registered as a sanitarian or sanitarian in training shall be made on forms prescribed by the director. The department of health shall advise the applicant of the status of the application within sixty days of receipt of the application.

Any application remaining open without activity for a period of one year or longer, shall be considered abandoned. The applicant whose application is abandoned shall reapply for consideration if they wish to practice environmental health in Ohio.

All requests to withdraw an application must be submitted in writing or by email to the director by the applicant and acknowledged by the director or his designee.

(A) An application to become registered as a sanitarian or sanitarian in training shall contain the following:

(1) Application Fee;

(a) The application fee for sanitarian in training in accordance with rule 3701-76-03(D)(1) of the Administrative Code; or

(b) The application fee for sanitarian registration in accordance with rule 3701-76-03(D)(3) of the Administrative Code.

(2) The name, address, social security number, date of birth, phone number and email address of the applicant;

(3) The name and address of the employer of the applicant, if applicable;

(4) Proof of passage of the national examination, if applicable;

(5) The educational qualifications of the applicant must meet one of the following:

(a) An applicant for registration as a sanitarian must be a graduate from an accredited college or university with at least a baccalaureate degree, including at least forty five quarter hours or thirty semester hours of coursework approved by the director and completed, at a minimum, two years full time compensated work experience.

(b) An applicant for registration as a sanitarian must be a graduate from an accredited college or university with at least a baccalaureate degree, completed a major in environmental health science, which included an approved internship program as in (A)(6)(a) of this rule, and completed at least one year full time compensated work experience. An approved internship program as required by division (B) of section 4736.08 of the Revised Code must meet the criteria of and be approved by the "National Environmental Health Science and Protection Accreditation Council".

- (c) An applicant for registration as a sanitarian must be a graduate from an accredited college or university with a degree higher than a baccalaureate degree, including at least forty five quarter hours or thirty semester hours of coursework approved by the director of health and completed at least one year full time compensated work experience.
- (6) Official transcripts must be submitted to determine qualification to become registered. Official transcripts must be submitted directly from the college or university to the Ohio department of health via mail or email;
- (7) Verification of licensure, registration or certification from any state or government entity in which the applicant currently holds or has ever held a license, registration or certification of any type;
- (8) Verification of the applicant's work experience, if applicable. For individuals applying for registration as a sanitarian, a resume or other documentation of two years full time work experience must be submitted; and
- (9) Any additional items the applicant would like to provide for the purposes of obtaining registration.
- (B) An application for advancement from sanitarian in training to registered sanitarian shall contain, at a minimum, the following information. Supplemental forms may be downloaded from the Ohio department of health's website.
- (1) The application fee for advancement from sanitarian in training in accordance with rule 3701-76-03(D)(2) of the Administrative Code;
- (2) The name, address, social security number, date of birth, phone number and email address of the applicant;
- (3) The name and address of the employer of the applicant, if applicable;
- (4) Proof of passage of the national examination;
- (5) Education completed by the applicant since the sanitarian in training application was approved. Official transcripts must be submitted directly from the college or university to the Ohio department of health via mail or email;
- (6) A completed verification of work experience form, which is available on the Ohio department of health's website. This form must be uploaded into the application for each job in environmental health the applicant has had as verification they have completed the minimum work experience requirement specified in section 4736.08 of the Revised Code; and
- (7) Any additional items the applicant would like to provide for the purposes of

advancement from sanitarian in training to registered sanitarian.

(C) An application for reinstatement for sanitarian in training or registered sanitarian shall contain the following. Supplemental forms may be downloaded from the Ohio department of health's website.

(1) The fee for reinstatement in accordance with rule 3701-76-03(D)(4) of the Administrative Code;

(2) The name, address, social security number, date of birth, phone number and email address of the applicant;

(3) The name and address of the employer of the applicant, if applicable;

(4) Completion of the certification of registrant form, which is available on the Ohio department of health's website. This form must be notarized and uploaded into the application for reinstatement;

(5) Contain proof that the applicant met the appropriate continuing education requirement; and

(a) For registrants submitting a reinstatement application during the first twelve months following the expiration of the individual's registration, the registrant shall complete eighteen hours of continuing education in the twelve months immediately preceding the application for reinstatement. Continuing education hours used to meet the requirements of this paragraph shall not also be used to meet the renewal requirement for the reinstated registration.

(b) For registrants submitting a reinstatement application for registration that has been expired for a period of longer than twelve months, the registrant shall complete thirty-six hours of continuing education within the twelve month period immediately preceding the application for reinstatement. Continuing education hours used to meet the requirements of this paragraph shall not also be used to meet the renewal requirement for the reinstated registration.

(6) Any additional information deemed necessary by the director of the health. Additional information may include, but is not limited to, a reinstatement interview and retaking of the examination.