

STATE BOARD OF SANITARIAN REGISTRATION

**Request for Approval of a Course of Study or Program Instruction offered by an Approved Training Agency**

1. Name and Address of Sponsoring Agency	Telephone
2. Program Title	
3. Program Location and Facility	
4. Program Date or Dates	5. Total Proposed Program or Course Educational Hours
6. Registration Fee	7. Name of Program Coordinator
8. Educational Objectives of Program Specific to Registered Sanitarians <u>List the appropriate subject matter category of the program - Refer to Subject Areas (A) through (I) on reverse side of this form.</u>	
(Use separate sheet if more space required)	
9. Describe the Program for Registered Sanitarians. Submit 2 copies of Program or Lists of Topics of Discussion with Respective Presenter's Name and the Educational Hours for each Portion of Program. Indicate if lecture, symposium, workshop, or other method of instruction.	
(Use separate sheet if more space required)	
10. List Instructor's Names and Qualifications. Give Pertinent information only in Brief.	
(Use separate sheet if more space required)	
11. Is sponsoring agency an approved training agency registered with the State Board of Sanitarian Registration? Yes          No	
12. Requestor's title and signature	Date

**SUBMIT 2 COPIES OF THIS FORM AND ALL DOCUMENTATION  
AT LEAST 30 DAYS PRIOR TO PRESENTING THE COURSE TO:**

State of Ohio  
**STATE BOARD OF SANITARIAN REGISTRATION**  
 77 South High Street, 16th Floor  
 Columbus, Ohio 43215-6108  
 Phone: 614-466-1772

A training agency must apply to the Board and be approved before submitting requests to conduct continuing education activities for registered sanitarians and sanitarians-in-training.

A course of study or program of instruction offered to meet the continuing education requirements for annual renewal of the certificate of registration shall be board-approved and in the following subject areas:

- (A) Diseases and injuries caused by environmental factors and the applicable prevention techniques.
- (B) Administrative law and process.
- (C) The utilization of resources in the collection, arrangement, and interpretation of data.
- (D) Environmental health administration.
- (E) New or substantially revised environmental health laws, rules, and process.
- (F) Functional fields of environmental health to include: air quality, food quality and protection, hazardous and toxic substances. Consumer product safety, housing, institutional health and safety, community noise control, radiation protection, recreational facilities, solid and liquid waste management, vector control, drinking water quality, milk sanitation, rabies control, land use and occupational health and safety.
- (G) Environmental health planning.
- (H) Communication skills.
- (I) Management courses.
- (J) Computer skills development and functional utilization.

A COURSE OF STUDY OR PROGRAM OF INSTRUCTION FOR CONTINUING EDUCATION BY AN APPROVED TRAINING AGENCY SHALL BE SUBMITTED TO THE BOARD AT LEAST THIRTY DAYS PRIOR TO THE COURSE OR PROGRAM.

THE APPROVED TRAINING AGENCY WILL MONITOR ATTENDANCE AT THE COURSE AND PROVIDE EVIDENCE OF ATTENDANCE AT THE COURSE TO ATTENDEES. THE TRAINING AGENCY WILL ALSO PROVIDE A LIST OF ATTENDEES TO THE BOARD OF SANITARIAN REGISTRATION. THIS IS IN ACCORDANCE WITH RULES 4736-11-05 OF THE OHIO ADMINISTRATIVE CODE.

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Do Not Write Below This Line - For Official Use Only

Action of State Board of Sanitarian Registration

Approve\_\_\_\_\_

Disapprove\_\_\_\_\_

Date\_\_\_\_\_

Comments: