

4766-2-01

**Application for Initial or Renewal Licensure.**

"MTO" has the same meaning as emergency medical service organization as defined in division (H) of section 4766.01 of the Revised Code.

Except as otherwise provided in Chapter 4766. of the Revised Code, no person shall furnish, operate, conduct, maintain, advertise, engage in or profess to engage in the business or service in this state of transporting persons who are seriously ill, injured, or otherwise incapacitated or who require the use of a wheelchair or are confined to a wheelchair unless the person is licensed pursuant to this section according to the following procedures:

(A) A MTO applying for licensure shall file with the board an application on the form prescribed by the board and shall submit the application to the board accompanied by the appropriate fee.

(B) Each application for initial licensure shall include:

(1) The name, address of MTO headquarters, mailing address and federal tax identification number;

(2) All medicare provider numbers, all medicaid provider numbers, and all Ohio state board of pharmacy license numbers;

(3) Highest level of service to be provided, type of corporate entity, and service areas including county and state;

(4) Number of ambulance(s) manned during daily operations and manned 24 hours;

(5) A list of the names and addresses of all officers, directors, and/or owners of the MTO;

(6) For each satellite location other than service headquarters utilized for the purposes of secondary medical transportation staging, storing, and/or operations of specialized medical transportation vehicles, the MTO shall provide the street address, city, county, state, and number of ambulances assigned to each satellite location;

(7) The name of the primary contact person, business or administrative office telephone number, and if available, office fax number and e-mail address;

(8) A description of each ambulance for which the MTO seeks permit including:

(a) Make and model;

(b) Year of manufacture;

(c) Vehicle identification number;

(d) Odometer reading:

(e) Standardized insignia, name shall be permanently affixed at minimum 3” in height on both sides and minimum 1.5” in height rear of ambulance, monogram, or other distinguishing characteristics to be used to designate the MTO’s vehicle. A colored photograph must accompany initial application (digital photo encouraged).

(9) Sufficient liability insurance as specified in section 4766.06 of the Revised Code;

(10) A current list of medical personnel including certification or licensure number and level of certification;

(11) Communication information as specified in accordance with rule 4766-2-09 of the Administrative Code.

(C) Applications for license renewals must be submitted at least thirty days prior to the expiration date of the current license.

(D) If an application for licensure is incomplete, the board will notify the MTO that the application will not be processed until it is complete. Such notification will occur via certified mail one time for each submission.

Replaces: 4766-2-01  
Effective: 04/21/2005  
R.C. 119.032 review dates: 04/21/2010

CERTIFIED ELECTRONICALLY

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Certification

04/11/2005

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Date

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