HME Continuing Education Frequently Asked Questions

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As part of the transition of home medical equipment (HME) services providers to the Board of Pharmacy, rule 4729:11-3-04 of the Administrative Code requires any organization that provides HME continuing education to apply to the Board to be recognized as an authorized continuing education provider. As a reminder, only licensed HME services providers are required to complete ten contact hours of continuing education.

The Home Medical Equipment Services Advisory Council will be reviewing the completed applications and provide recommendations to the Board of Pharmacy. A list of recognized organizations can be found here.

Organizations interested in being recognized as an authorized HME continuing education provider are required to submit a completed application, which can be accessed here.

To assist HME services providers and organizations, the Board has developed the following frequently asked questions document.

Frequently Asked Questions

Licensed HME services providers must provide ten contact hours of continuing education per renewal cycle for staff rendering HME services to the public in the state of Ohio, as required by rule 4729:11-3-04 of the Ohio Administrative Code.

REMINDER: *HME services means the sale, delivery, installation, maintenance, replacement, or demonstration of home medical equipment.*

This includes:

- One contact hour on infection control, equipment cleaning standards and cleaning agent, rotation of inventory, or equipment separation requirements.
- The remaining contact houses must be relevant to the HME services rendered.

For continuing education credit to be granted, documentation must be maintained for each employee required to complete continuing education. Such documentation includes any of the following:

- Sign in logs;
- Agendas and training manuals; Certificates of completion; or
- Online completion logs/rosters.

Q1) Who can provide continuing education?

Continuing education can be provided as in-service education developed and taught by the licensed HME services provider, HME manufacturer, or any organization recognized by the Board that offers continuing education relevant to HME services.

Q2) Which staff members are required to complete ten contact hours of continuing education?

Continuing education requirements apply to any staff providing "home medical equipment services." HME services means the sale, delivery, installation, maintenance, replacement, or demonstration of home medical equipment.

Q3) Where can I find a list of organizations recognized by the Board that offers continuing education credit?

A list of approved organizations can be found here.

Q4) My organization is interested in becoming recognized by the Board. How do I do this?

The continuing education provider application can be found here.

Q5) I am providing continuing education as a licensed HME provider or HME manufacturer, do I need to be approved by the Board?

No. However, the Board may review a licensee's documentation to determine compliance continuing education requirements.

Q6) My organization is a registered HME services provider, do I need to complete ten hours of continuing education?

No. A registered HME services provider does not need to complete ten hours of continuing education. However, they will be required to complete any continuing education that is required by their accrediting body.