



**Mike DeWine**, Governor  
**Jon Husted**, Lt. Governor

**Bruce Vanderhoff, MD, MBA**, Director

### Individual Course Approval (CE2 Form)

Please submit the completed application via email or mail to:

Ohio Department of Health/BEHRP  
Attn: Stephanie Youst  
246 North High Street  
Columbus, Ohio 43215  
(614) 466-1772  
[stephanie.youst@odh.ohio.gov](mailto:stephanie.youst@odh.ohio.gov)

Please submit the information required for approval, preferable via email, within 60 days of course completion.

**You MUST include a copy of the course agenda/itinerary and verification of course completion or your request will not be considered.**

<b>Name:</b>	<b>EHS or EHSIT Number:</b>
<b>E-mail Address:</b>	<b>Daytime Phone w/ Area Code:</b>
<b>Title of Program/Course:</b>	
<b>Location Where Course Was Held:</b>	<b>Date(s) of Program:</b>
<p><b>Proposed Continuing Education Units</b> Attach a detailed explanation of the program content, the program schedule (agenda with times for each portion of the program listed as well as any breaks given), and proof of program completion. If this is a college course, submit a copy of the course syllabus and a copy of your final grade for the course. If it is a multi-session course/conference, please clearly mark the session(s) you attended.</p> <p>If you are applying for credit as a speaker, you must submit verification from the course sponsors that you spoke at the program along with a copy or outline of the presentation. Keep in mind that you may only obtain 1/3 of your hours each renewal cycle as a speaker and that you may only receive credit for presenting the same program/presentation one time.</p> <p><b>Number of Hours Requested:</b> (60 Minutes = 1 contact hour) (15 Minutes = .25 contact hours)</p> <p>_____ <b>Hours</b></p>	

**Detailed Program Description:**

Please describe the relevancy to the practice of environmental health for the program/course you attended and the educational benefits you received by attending the course/program. You may provide a typed explanation on a separate sheet if needed. This must be in your own words and is a required element to have your request reviewed.

**Subject Matter:**

Subject matter which improves the practice of the environmental health specialist or specialist in training and develops skills necessary to use such knowledge is acceptable for continuing education credit. Check all boxes that apply.

Disease and injuries caused by environmental factors and the applicable prevention techniques. This shall not include the clinical aspects of diseases and injuries.

Administrative law and process.

The utilization of resources in the collection, arrangement, and interpretation of data.

Environmental health administration.

New or substantially revised environmental health laws, rules, and process.

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, infectious and liquid waste management, vector control, drinking water quality, milk sanitation, rabies control, land use and occupational health and safety.

Environmental health planning.

Communications skills.

Organization or program management courses.

Computer skills development and functional utilization.