

173-9-02

**Applicability.**

- (A) **Applicability:** Chapter 173-9 of the Administrative Code (the chapter) applies to every paid ombudsman position and every paid direct-care position unless this rule states otherwise. (ODA defined "ombudsman position" and "direct-care position" in rule 173-9-01 of the Administrative Code.)
- (B) **Limited applicability:** Although the chapter applies to any a person who is an applicant (pre-hire) for a paid direct-care position, a person who is an employee in one of the following paid direct-care positions is not required to undergo subsequent (post-hire) database reviews and criminal records checks:
- (1) A direct-care position that only delivers home-delivered meals.
  - (2) A direct-care position that only has access to one or more consumers' personal records (e.g., a position in an office, kitchen, or central monitoring station).
  - (3) A direct-care position that only provides a one-time chore service, home maintenance, home modification, home repair, or pest control. If the person provides a subsequent episode of service to the same consumer or to another consumer who is enrolled in an ODA-administered program, the person shall undergo subsequent (post-hire) database reviews and criminal records checks.
- (C) **Inapplicability:** The chapter does not apply to the following positions:
- (1) A volunteer position.
  - (2) A position that solely involves transporting consumers while working for a county transit system, regional transit authority, or regional transit commission.
  - (3) A position that involves providing legal services.
  - (4) A position in a residential care facility.
  - (5) A position providing medicare-certified home health services.
  - (6) A position that only serves consumers who are enrolled in an ODM-administered medicaid waiver program.
- (D) **No implied factors:** Whether a position is supervised or unsupervised, alone or never alone, enters a home or never enters a home, regulated elsewhere or not regulated

elsewhere is not a factor that determines if the chapter applies to the position.

- (E) Chief administrators: Requirements in the chapter for responsible parties of area agencies on aging, PASSPORT administrative agencies, agency providers, consumers, and agency sub-contractors to request, review, or retain criminal records are requirements of each responsible party's chief administrator or any person that the chief administrator designates for these tasks.

Effective: 02/01/2015  
Five Year Review (FYR) Dates: 10/30/2014 and 02/01/2020

CERTIFIED ELECTRONICALLY

---

Certification

01/05/2015

---

Date

Promulgated Under: 119.03  
Statutory Authority: 173.01, 173.02, 173.27, 173.38, 173.381, 173.391, 173.392; Sections 305(a)(1)(C) and 712(a)(5)(D) of the Older Americans Act of 1965, 79 Stat. 210, 42 U.S.C. 3001, as amended in 2006; 45 C.F.R. 1321.11 (October 1, 2014 edition)  
Rule Amplifies: 173.27, 173.38, 173.381; 42 C.F.R. 460.68(a), 460.71(a)(1), 460.71(a)(2) (October 1, 2014 edition)  
Prior Effective Dates: 173-9-01: 03/04/1997 (Emer.), 07/31/1997, 04/17/2003, 01/01/2008, 02/15/2009, 08/11/2011, 01/01/2013, 04/01/2014