

Individual Licensing and Qualifying Examination Process

TESTING PROCEDURES READ CAREFULLY.

Individual Licensure

- 1) Must be 18 years of age or older
- 2) Possess a high school diploma or equivalent
- 3) “Has not committed a disqualifying offense or a crime of moral turpitude, as those terms are defined in section 4776.10 of the Revised Code” <http://codes.ohio.gov/orc/4747.05>
- 4) Complete the *Qualifying Examination Process* (QEP – detailed information follows)
- 5) While individual licensure candidates are not required to hold a Trainee Permit before applying for licensure, it is highly recommended by the Board.
- 6) Submit an *Application for Individual License* and fee of \$262.00, per instructions on the application. Obtain the application by requesting it in writing at hearing@odh.ohio.gov.
 - a. If you do not currently hold a *Trainee Permit* from this Board, attach a physician’s statement as required by O.R.C. 4747.05 (3) <http://codes.ohio.gov/orc/4747.05>
 - b. Refer to the **Qualifying Exam Schedule** to determine your preferred timeline. Submit all documents at least thirty days (30) before test dates. Incomplete documents will be returned and delay the exam process.

For Candidates who hold Out-of-State Dispensing/Fitting/Selling Licenses and/or Other Hearing Healthcare Professional (HHP) License(s)

- 1) There is no direct reciprocity. You must submit an *Application for License*. The Board exempts candidates from re-taking *the International Licensing Exam (ILE)* **IF** you have passed this exam in another state and IHS is able to send confirmation. Your “Pass” status on the *ILE* must be confirmed directly from *IHS* to the Board office. Contact the International Hearing Society (*IHS*) 734.522.7200
 - a. If you are NOT exempted from the *ILE*, you must complete all licensure requirements including all three Qualifying Exams.
 - b. If you ARE exempted from the *ILE*, you must meet all licensure requirements and pass the *Ohio Law and Rules Exam*, and then the *Practical* in that order.

Qualifying Examination Process – QEP

- There are three Exams
1. The Ohio Laws & Rules Exam
 2. The International Licensing Exam
 3. The Practical Exam

OHIO HEARING AID DEALERS/FITTERS LICENSING BOARD
246 N HIGH ST. COLUMBUS OH 43215

- The *International Licensing Exam for Hearing Healthcare Professionals*, known as the “ILE”. This 100-105 multiple-choice exam covers the profession content recommended that a candidate possess upon entry into the field.
- The *Ohio Law and Rules Exam (“OLR”)* covers Ohio codes specific to the licensing of individuals and businesses fitting/selling hearing aids in Ohio. This 30-minute exam is given in pen/paper format and contains approximately 24 multiple-choice, true-false questions about Ohio Revised Code 4747 (law) and Ohio Administrative Code 4747 (rules). *Note that any code citations referenced within 4747 ARE considered part of the governing law and rules, e.g. R.C. 4776.10 and R.C. 1345.30.* The Law and Rules are always accessible online:
<http://codes.ohio.gov/orc/4747>
<http://codes.ohio.gov/oac/4747-1>
- Candidates must pass *BOTH* the ILE and OLR to be eligible to take the Practical Exam.
- The PRACTICAL is taken in a single day. It is a hands-on test of knowledge and demonstrable skills, facilitated by experienced hearing aid dealers/fitters.
- All exams may be taken only on regularly-scheduled testing dates.
- *Application for License* and *Application to Take Exam* must be received at the Board office at least thirty (30) days prior to the preferred exam date of the FIRST exam component to be scheduled.
- The Board is empowered to request additional information and/or deny an application. If the Board proposes to deny a candidate’s application for license, the candidate would be notified of an opportunity for hearing. This process would necessarily delay the candidate’s QEP timeline. (O.R.C. 4747.04, O.R.C. 4747.05, O.A.C. 4747-1-08)
- A candidate who fails to pass any exam component on the third attempt is required to reapply for licensure and begin the QEP anew.