



**The State of Ohio  
Board of Executives of  
Long Term Services & Supports**

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*John R. Kasich, Governor • Michael J. Scharfenberger, Chairman • Deborah Veley, Executive Director*

**REPORT OF CONVICTION**

**If you have been convicted of any felony, or of a misdemeanor within the course and scope of the practice of nursing home administration, in this state or elsewhere, you are required to notify the Board in writing of the date, place and nature of the conviction within ten (10) days after the entry of the judgment of conviction. To report a conviction, complete this form and return it to the Board.**

The information requested on this form will be used to determine whether the circumstances of your conviction substantially relate to the circumstances of the profession for which you are licensed. The information you provide on this form may be verified against criminal information records. If more than ten (10) days have passed since your conviction, you should still submit this form. You may provide an explanation for any delay in reporting on the space for comments below. Failure to report a conviction may constitute independent grounds for the imposition of discipline against your license.

Last Name	First Name	MI	Former / Maiden Name(s)
Your Street Address (number, street, city, state, zip)			
Mail To Address (if different)			
Date of Birth _____ month          day          year		Type of Credential and License Number _____	

Please list below a description of the circumstances of your conviction (s).

<b><u>OFFENSE</u></b>	<b><u>DATE</u></b>	<b><u>CITY/STATE</u></b>

Attach additional sheet(s) if necessary.

It is your responsibility to submit certified copies of the police report or criminal complaint and judgment of conviction to the Board. If you are sending copies under separate cover, please explain in the comments section below.

