

REMINDED

AOHC TUITION REIMBURSEMENT

MADE POSSIBLE THROUGH A GRANT RECEIVED
FROM THE OHIO DEPARTMENT OF HEALTH,
UTILIZING CDC WORKFORCE DEVELOPMENT FUNDS

December 4, 2024

PROGRAM REMINDERS AND THE HOME STRETCH

Original Initiative: April 2023-December 2023

Extension: December 2023 - June 2025





\$2.5 MILLION

As of November 2024, almost \$2.5 million dollars has been approved for 469 local health department employees who have taken courses, earned degrees, become certified, and learned new skills to support their agency and serve their communities.

APPLICATION REVIEW

If you submitted an application and have not heard from me, please check your junk email and/or reach out to me.

Currently,

- 23 people have courses in progress/waiting for grades
- 9 people have incomplete applications

End of traditional semesters are busy, it may take extra time to review applications in December and next spring.

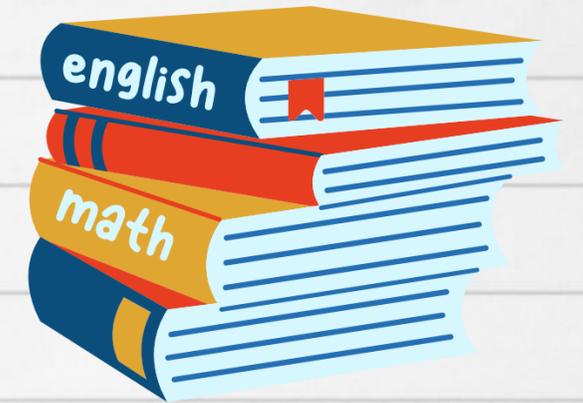
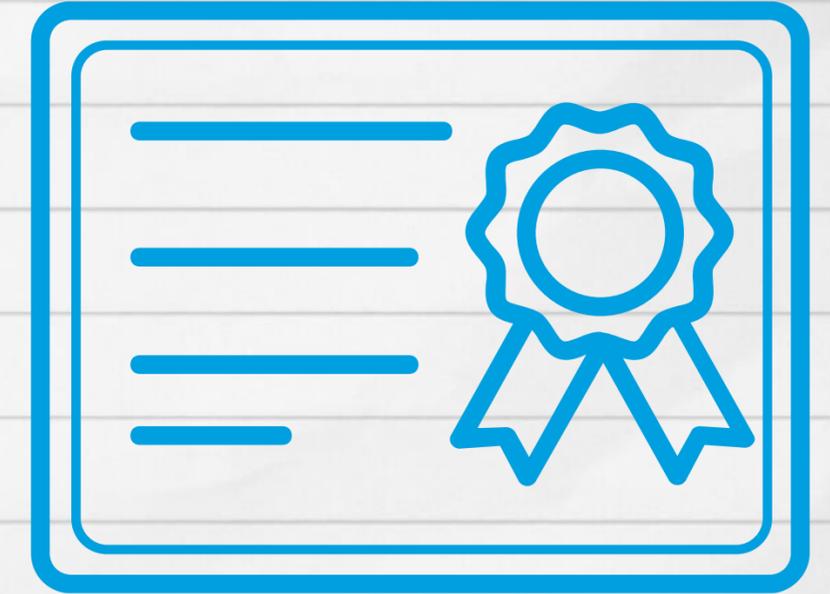
MAXIMUM REIMBURSEMENT

- \$10,000 per individual
- No limit per health department



WHAT'S ELIGIBLE?

- Coursework relevant to public health
- Undergrad, graduate, post-graduate
- Tuition, course fees, required books
- Review courses, exam fees for certifications



WHAT'S NOT ELIGIBLE?

- Costs paid by scholarships, grants, LHD or other reimbursement

SAMPLE CERTIFICATIONS

- Lactation Counselor
- Medical Billing
- Leadership
- SHRM HR Certifications
- Nurse Practitioner
- Plumbing Inspector
- REHS
- CHES



REMINDERS FOR QUICK APPROVAL

Please be sure your application is
complete and legible!



A COMPLETE APPLICATION HAS:

01

An application form including all coursework & semesters being claimed for reimbursement.

02

Signatures- the applicant and the Health Commissioner

03

Copies of bills and receipts for all semesters & courses or requirements for a certification exam.

04

Grades or documentation of successfully completing your course(s) or certification exam and dates.

05

If including textbooks - the RECEIPT for the books, and something to show it was required, e.g. a course syllabus.

06

Other relevant information e.g. if you received any reimbursement from your health department.

And all documents have your name clearly visible.

REMINDERS

INVOICE

An invoice lists the items being purchased, their prices, and the total charge.

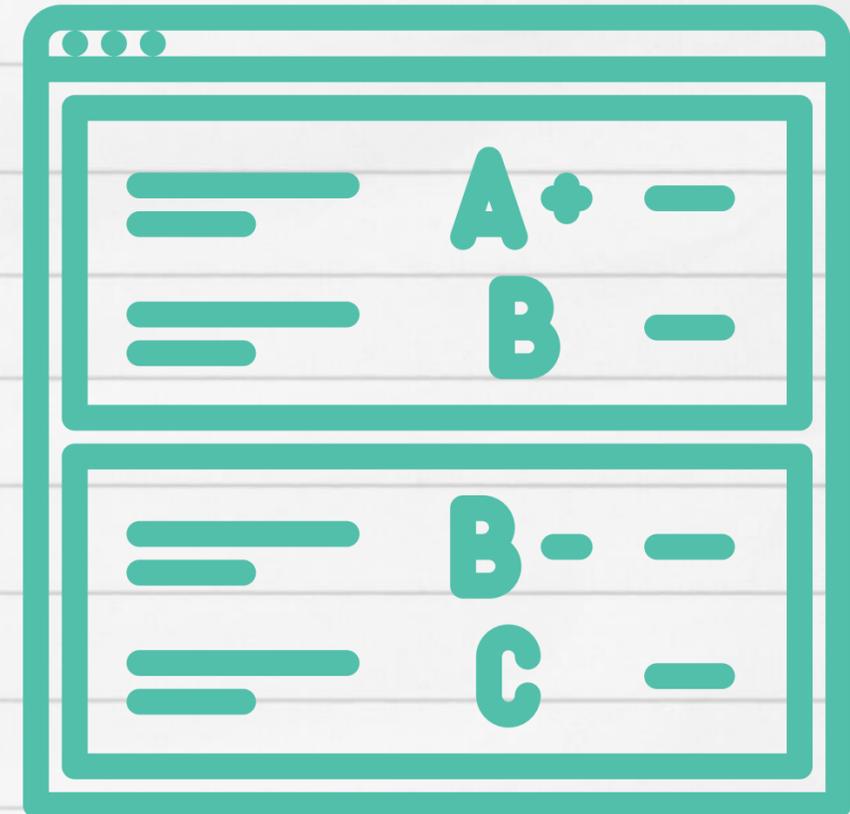
RECEIPT

A receipt is an official record that shows proof of a financial transaction or that payment was received.

WE MUST HAVE BOTH OF THESE IN ORDER TO REIMBURSE YOU

**BE SURE YOUR
DOCUMENTS
HAVE YOUR NAME
VISIBLE**

Glinda Upland
SHIZ UNIVERSITY



97%

APPROVED



**Applications are approved unless
courses are ineligible or they
withdraw their applications.**

IMPORTANT DATES

Applications must be

SUBMITTED by

June 10, 2025

Courses must be

COMPLETED by

June 30, 2025

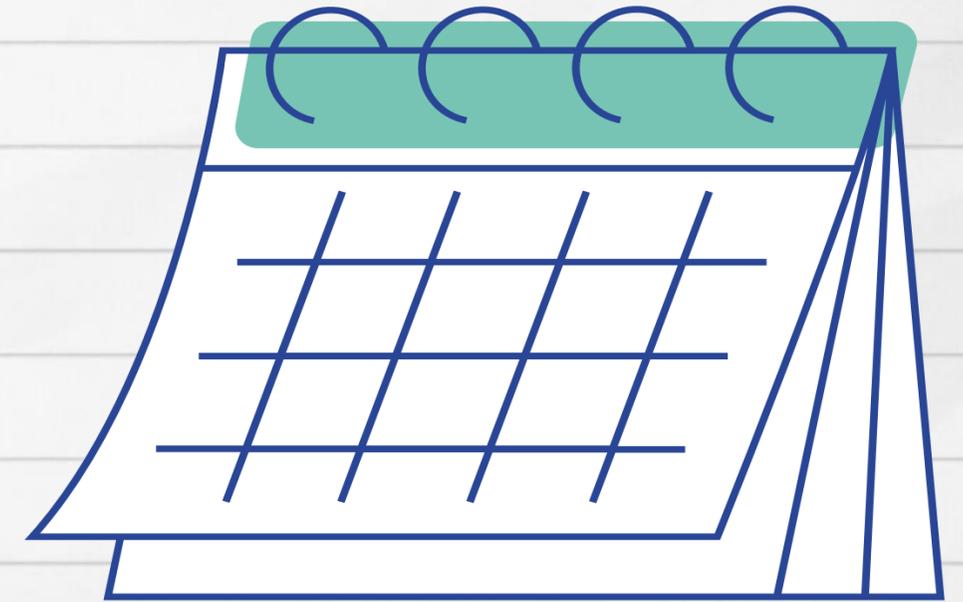


Submit your application as early as possible.

KEY POINTS

(Submit once courses are in progress)

QUARTERLY PAYMENT SCHEDULE



Application Approved:	Approximate time for payments:
October – December 2024	February 2025
January – March 2025	May 2025
April – June 2025	August 2025

IMPORTANT DATES

Applications must be

SUBMITTED by

June 10, 2025

Courses must be

COMPLETED by

June 30, 2025



**THANK
YOU VERY
MUCH!**



CONTACT INFO

AOHC Website:

- Policies & Procedures
- Application Form
- Survey Monkey link to submit

Kathy Luhn:

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567-242-4838

