

**7411.0365 SITUATIONS REQUIRING NOTIFICATION.**

The authorized official of a program shall notify the commissioner, in writing, if any of the situations specified in this part occur.

A. The program's authorized official shall notify the commissioner when an instructor is hired by the program or there is a change in a program instructor.

(1) An individual must be approved by the commissioner before the individual provides either classroom or laboratory instruction.

(2) Approval must be in accordance with parts 7411.0620 to 7411.0690.

B. The program's authorized official shall notify the commissioner if one of the program's instructors incurs a conviction or violation as specified in part 7411.0620. Notice of the conviction or violation must occur within three calendar days of the date the program's authorized official becomes aware of the conviction or violation.

C. The commissioner must be notified if one of the program's instructors is involved in a reportable motor vehicle accident as specified in Minnesota Statutes, section 169.09. Notice of the accident must occur within ten calendar days of the date of the accident.

D. The commissioner must be notified within ten calendar days from the date of the accident if one of the program's students, while receiving laboratory instruction, is involved in a motor vehicle accident requiring reporting under Minnesota Statutes, section 169.09.

(1) The student must be informed by the program of the student's obligation to submit an accident report to the commissioner when required by Minnesota Statutes, section 169.09.

(2) The program must provide the student with information about the motor vehicle and insurance that is required to be on the accident report.

E. A program must notify the commissioner within five calendar days if one of its instructors has violated a statute or rule or committed an act that would cause the instructor to be unfit to continue working as an instructor.

F. The authorized official of the program shall notify the commissioner within five calendar days of the death, retirement, resignation, or discontinuance of employment or service of an instructor.

**Statutory Authority:** *MS s 14.06; 169.26; 169.446; 169.974; 171.02; 171.05; 171.055; 171.0701; 171.33 to 171.41; 299A.01*

**History:** *28 SR 1167*

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