

1 Board of Vocational Technical Education

2

3 Adopted Permanent Rules Relating to Technical College

4 Instructional Licensure

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6 Rules as Adopted

7 3700.0400 LICENSES IN THE HEALTH OCCUPATIONAL AREA.

8 Subpart 1. **Listed here.** An applicant for a license to  
9 teach postsecondary vocational courses and programs in the  
10 health occupational area must meet the requirements in this part.  
11 These requirements are in addition to the requirements in part  
12 3700.0100 and for a particular license (listed under the part  
13 that covers that particular license).

14 Subp. 2. **Recent occupational experience.** An applicant for  
15 a license to teach in the health occupational area must have  
16 2,000 hours of occupational experience within the five years  
17 just before applying for licensure.

18 Subp. 3. **Substitution.** The total number of hours  
19 substituted for occupational experience must not exceed 4,000.

20 Subp. 4. **Does not apply.** Parts 3515.9920 to 3515.9930 do  
21 not apply to parts 3700.0400 and 3700.0466.

22 3700.0405 CHIROPRACTIC ASSISTANT.

23 Subpart 1. **May teach.** A teacher who has a chiropractic  
24 assistant instructor license may teach in the chiropractic  
25 assistant program.

26 Subp. 2. **Other requirements.** The applicant must meet the  
27 requirements in part 3700.0100 and the requirements for a  
28 teacher in the health occupational area under part 3700.0400.

29 Subp. 3. **Educational and occupational experience**  
30 **requirement.** The applicant must have the educational and  
31 occupational experience described in item A, B, or C. The  
32 education must be from an accredited postsecondary institution.

33 A. Licensed chiropractor and 4,000 hours of  
34 occupational experience in a chiropractic office or chiropractic  
35 hospital. This experience must include office procedures,

1 insurance coverage, physical agents application, X-ray, and  
2 examinations.

3 B. Diploma or 90 or more quarter credits from a  
4 two-year chiropractic technician or chiropractic assistant  
5 program and 6,000 hours of occupational experience as a  
6 technician or assistant in a chiropractic office or chiropractic  
7 hospital. The experience must include office procedures,  
8 insurance coverage, physical agents application, and assisting  
9 the chiropractor with X-ray and examinations.

10 C. Diploma or 45 or more quarter credits from a  
11 one-year chiropractic technician or chiropractic assistant  
12 program or an American Chiropractic Registered Radiologist  
13 technician and 7,000 hours of occupational experience as a  
14 technician or assistant in a chiropractic office or chiropractic  
15 hospital. The experience must include office procedures,  
16 insurance coverage, physical agents application, and assisting  
17 the chiropractor with X-ray and examinations.

18 Subp. 4. **Substitution for recent occupational experience.**

19 The applicant may substitute teaching experience at an  
20 accredited postsecondary institution, or at an industrial or  
21 military setting for 1,500 of the 2,000 hours required in part  
22 3700.0400, subpart 2, if the teaching is done during the  
23 five-year period. The teaching must be in primary program  
24 content in chiropractic assisting, chiropractic technician, or  
25 chiropractic practice. Two hours of teaching equal one hour of  
26 occupational experience.

27 3700.0410 EKG/CARDIAC TECHNICIAN.

28 Subpart 1. **May teach.** A teacher who has an EKG/cardiac  
29 technician license may teach in the EKG/cardiac technician  
30 program and may also teach cardiopulmonary resuscitation.

31 Subp. 2. **Other requirements.** The applicant must meet the  
32 requirements in part 3700.0100 and the requirements for a  
33 teacher in the health occupational area under part 3700.0400.

34 Subp. 3. **Occupational experience requirement.** The  
35 applicant must have current cardiopulmonary resuscitation

1 instructor certification and 8,000 hours of occupational  
2 experience in one of the following:

3           A. registered nurse in critical care using 12 lead  
4 cardiograms, exercise stress testing of clients, care of clients  
5 with pacemakers, and interpreting basic and advanced cardiac  
6 rhythms; or

7           B. supervisory EKG/cardiac technician.

8           Subp. 4. **Substitution for occupational experience.** An  
9 applicant may substitute the education described under item A,  
10 B, C, or D for up to 4,000 hours of occupational experience  
11 required in subpart 3. The education must be from an accredited  
12 postsecondary institution.

13           A. A bachelor's or higher degree with a major in  
14 medicine, nursing, or cardiac technology may be substituted for  
15 4,000 hours.

16           B. An associate degree in nursing, perfusionist, echo  
17 cardiac sonographer, EKG/cardiac technician, cardiac technology,  
18 biomedical equipment, cardiopulmonary, medical laboratory,  
19 medical technology, medical imaging, or radiography, or a  
20 bachelor's degree in biomedical science or medical technology  
21 may be substituted for 2,000 hours.

22           C. A diploma in nursing, perfusionist, EKG/cardiac  
23 technology, or cardiac technician may be substituted. A  
24 one-year program or a program of 45 or more quarter credits  
25 equals 1,050 hours. A two- or three-year program or a program  
26 of 90 or more quarter credits equals 2,100 hours.

27           D. The completion of courses for credit or clock  
28 hours for credit in cardiac care, cardiac conditions, or cardiac  
29 equipment use and maintenance may be substituted. One hour of  
30 instruction equals one hour of occupational experience. One  
31 quarter credit equals 20 hours of occupational experience. One  
32 semester credit equals 30 hours of occupational experience.

33           Subp. 5. **Substitution for recent occupational experience.**  
34 The applicant may substitute teaching experience at an  
35 accredited postsecondary institution, or at an industrial or  
36 military setting, or public safety agency for 1,500 of the 2,000

1 hours required in part 3700.0400, subpart 2, if the teaching is  
2 done during the five-year period. The teaching must be in  
3 cardiac technology. Two hours of teaching equal one hour of  
4 occupational experience.

5 3700.0415 PHYSICAL THERAPIST ASSISTANT.

6 Subpart 1. **May teach.** A teacher who has a physical  
7 therapist assistant instructor license may teach in the physical  
8 therapist assistant program and may also teach courses in  
9 anatomy and physiology, medical terminology, exercise  
10 physiology, kinesiology, neuroanatomy and neurophysiology, and  
11 physical disability/rehabilitation.

12 Subp. 2. **Other requirements.** The applicant must meet the  
13 requirements in part 3700.0100 and the requirements for a  
14 teacher in the health occupational area under part 3700.0400.

15 Subp. 3. **Occupational and educational experience**  
16 **requirement.** The applicant must have the following experiences:

17 A. a bachelor's or higher degree with a major in  
18 physical therapy from an American Physical Therapy Association  
19 accredited institution;

20 B. physical therapist registration in the state of  
21 Minnesota; and

22 C. 4,000 hours of occupational experience as a  
23 registered physical therapist in at least two of the following:  
24 acute care setting, outpatient physical therapy, long-term care,  
25 or rehabilitation setting.

26 Subp. 4. **Substitution for recent occupational experience.**  
27 The applicant may substitute teaching experience at an American  
28 Physical Therapy Association accredited institution for 1,500 of  
29 the 2,000 hours required in part 3700.0400, subpart 2, if the  
30 teaching is done during the five-year period. The teaching must  
31 be in primary program content in physical therapy or physical  
32 therapy assistant. Two hours of teaching equal one hour of  
33 occupational experience.

34 3700.0420 PRACTICAL NURSING.

35 Subpart 1. **May teach.** A teacher who has a practical

1 nursing instructor's license may teach the following: practical  
2 nursing, health unit coordinator, homemaker/home health aide,  
3 nursing assistant, passenger assistance, human services and  
4 medical assistant/nursing component, and may also teach the  
5 following courses:

- 6 A. integrated sciences/anatomy and physiology;
- 7 B. integrated sciences/medical terminology;
- 8 C. administration of medicines;
- 9 D. human behavior and communications in health care;
- 10 E. ethical/legal aspects of health care;
- 11 F. disease conditions;
- 12 G. pediatric maternal/child health care; and
- 13 H. geriatric health care.

14 Subp. 2. **Other requirements.** The applicant must meet the  
15 requirements in part 3700.0100 and the requirements for a  
16 teacher in the health occupational area under part 3700.0400.

17 Subp. 3. **Educational and occupational experience**  
18 **requirements.** The applicant must have current Minnesota nursing  
19 registration and the experience as described in item A, B, or C7  
20 ~~or-D~~. The education must be from an accredited postsecondary  
21 institution. The occupational experience may be as a registered  
22 nurse or licensed practical nurse.

23 A. A bachelor's or higher degree in nursing and 4,000  
24 hours of occupational experience as a public health nurse, home  
25 health care nurse, or a nurse doing direct patient care in a  
26 hospital, skilled or intermediate nursing care facility, or in a  
27 hospice.

28 B. An associate degree in nursing and 6,000 hours of  
29 occupational experience as a public health nurse, home health  
30 nurse, or a nurse doing direct patient care in a hospital,  
31 skilled or intermediate nursing care facility, or in a hospice.

32 C. Diploma from a three-year nursing program and  
33 4,000 hours of occupational experience as a public health nurse,  
34 home health nurse, or a nurse doing direct patient care in a  
35 hospital, skilled or intermediate nursing care facility, or in a  
36 hospice.

1 Subp. 4. Substitution for recent occupational experience.

2 The applicant may substitute teaching experience in primary  
3 program content at an accredited postsecondary institution in  
4 nursing programs that prepare individuals for state licensure as  
5 a practical nurse or registered nurse for up to 1,500 of the  
6 2,000 hours required in part 3700.0400. Two hours of teaching  
7 equal one hour of occupational experience.

8 3700.0425 PUBLIC SAFETY COMMUNICATION (911).

9 Subpart 1. May teach. A teacher who has a public safety  
10 communication (911) license may teach in the public safety  
11 communication (911) program and may also teach emergency  
12 communications.

13 Subp. 2. Other requirements. The applicant must meet the  
14 requirements in part 3700.0100 and the requirements for a  
15 teacher in the health occupational area under part 3700.0400.

16 Subp. 3. Occupational experience requirement. The  
17 applicant must have 8,000 hours of occupational experience as an  
18 operator dispatcher or supervisor in a public safety  
19 communications center with a minimum of 6,000 of the 8,000 hours  
20 doing the job of an operator dispatcher. Operator dispatcher  
21 includes level III operator dispatcher or communication training  
22 operator (CTO). Supervisor includes lead dispatcher, head  
23 dispatcher, communications manager, assistant supervisor, or  
24 shift supervisor.

25 Subp. 4. Substitution for occupational experience. An  
26 applicant may substitute the education described under item A,  
27 B, C, or D for up to 4,000 hours of occupational experience  
28 required under subpart 3. The education must be from an  
29 accredited postsecondary institution.

30 A. A bachelor's or higher degree with a major in law  
31 enforcement, criminal justice, corrections, emergency medical  
32 services, or fire protection may be substituted for 4,000 hours.

33 B. An associate degree in emergency medical service,  
34 fire protection, law enforcement, public safety communications,  
35 or a bachelor's degree or higher in public administration may be

1 substituted for 2,000 hours.

2 C. A diploma in law enforcement, public safety, fire  
3 protection, or communication may be substituted. A one-year  
4 program or a program of 45 or more quarter credits equals 1,050  
5 hours. A two- or three-year program equals 2,100 hours.

6 D. The completion of courses for credit or clock  
7 hours for credit in the use of public safety emergency  
8 telecommunications equipment may be substituted. One hour of  
9 instruction equals one hour of occupational experience. One  
10 quarter credit equals 20 hours of occupational experience. One  
11 semester credit equals 30 hours of occupational experience.

12 Subp. 5. **Substitution for occupational recency.** The  
13 applicant may substitute teaching experience at an accredited  
14 postsecondary institution, or at an industrial or military  
15 setting, or public safety agency for 1,500 of the 2,000 hours  
16 required in part 3700.0400, subpart 2, if the teaching is done  
17 during the five-year period. The teaching must be in public  
18 safety communication. Two hours of teaching equal one hour of  
19 occupational experience.

20 3700.0430 RADIOLOGIC TECHNOLOGY.

21 Subpart 1. **May teach.** A teacher who has a radiologic  
22 technology license may teach in the radiologic technology  
23 program.

24 Subp. 2. **Other requirements.** The applicant must meet the  
25 requirements in part 3700.0100 and the requirements for a  
26 teacher in the health occupational area under part 3700.0400.

27 Subp. 3. **Occupational and educational experience**  
28 **requirement.** The applicant must:

29 A. have a two-year certificate, associate degree or  
30 above in radiologic technology;

31 B. be credentialed in radiography by the American  
32 Registry of Radiologic Technologists; and

33 C. have 6,000 hours of occupational experience as a  
34 certified radiographer in a medical setting.

35 Subp. 4. **Substitution for occupational recency.** The

1 applicant may substitute teaching experience at a postsecondary  
2 institution in an accredited program of radiographic technology  
3 for 1,500 of the 2,000 hours required in part 3700.0400, subpart  
4 2, if the teaching is done during the five-year period. The  
5 teaching must be in radiologic technology. Two hours of  
6 teaching equal one hour of occupational experience.

7 3700.0435 ATHLETIC TRAINING TECHNICIAN LICENSE.

8 Subpart 1. **May teach.** A teacher who has an athletic  
9 training technician license may teach in the athletic training  
10 technician program and may also teach courses in:

- 11 A. biomechanics;
- 12 B. exercise physiology;
- 13 C. sports injuries recognition, care, and management;
- 14 D. strength conditioning;
- 15 E. sports equipment fit, care, and use;
- 16 F. sports training, testing, and conditioning;
- 17 G. legalities of sports; and
- 18 H. sports rehabilitation techniques.

19 Subp. 2. **Other requirements.** An applicant must meet the  
20 requirements listed in part 3700.0100 and the requirements for a  
21 teacher in the health occupational area under part 3700.0400.

22 Subp. 3. **Educational and occupational experience**  
23 **requirements.** An applicant must have the experiences as  
24 described in items A, B, and C. The education must come from an  
25 accredited postsecondary institution.

26 A. Bachelor's or higher degree with a science  
27 major in health, sports, or exercise.

28 B. Athletic trainer certification obtained from  
29 the Athletic Trainers Association (N.A.T.A.).

30 C. 4,000 hours of occupational experience as an  
31 athletic trainer.

32 Subp. 4. **Substitution for recent occupational experience.**  
33 An applicant may substitute teaching experience at an accredited  
34 postsecondary institution in primary program content in athletic  
35 trainer, athletic medicine technology, or physical education for



1 1,500 of the 2,000 hours required under part 3700.0100, subpart  
2 2. Two hours of teaching equal one hour of the occupational  
3 experience required in part 3700.0400, subpart 2.

4 3700.0770 SURFACE FINISHING AND PLATING TECHNICIAN LICENSE.

5 Subpart 1. **May teach.** A teacher who has a surface  
6 finishing and plating technician license may teach in the  
7 surface finishing and plating technician program and may also  
8 teach courses in surface finishing and plating anywhere in the  
9 technical college system.

10 Subp. 2. **Other requirements.** An applicant must meet the  
11 requirements listed in part 3700.0100 and the requirements for a  
12 teacher in the technical area under part 3700.0700.

13 Subp. 3. **Occupational and educational experience**  
14 **requirements.** An applicant must have the educational and  
15 occupational experience as described in item A, B, or C. The  
16 education must be from an accredited postsecondary institution.

17 A. Bachelor's or higher degree with a major in  
18 chemistry, chemical engineering, electrochemistry, material  
19 science, or metallurgy; occupational experience of 4,000 hours  
20 in surface finishing and electroplating, including bath make-up  
21 and maintenance including wet analysis, surface finishing and  
22 plating processes and equipment, physical testing for quality  
23 control of product and process, and waste management for  
24 plating; and certification by the American Electroplating and  
25 Surface Finishing Society.

26 B. Two years of postsecondary education with a  
27 degree, diploma, or certificate in surface finishing and  
28 electroplating including 15 quarter credits in chemistry;  
29 occupational experience of 6,000 hours in surface finishing and  
30 electroplating, including bath make-up and maintenance including  
31 wet analysis, surface finishing and plating processes and  
32 equipment, physical testing for qualify control of product and  
33 process, and waste management for plating; and certification by  
34 the American Electroplating and Surface Finishing Society.

35 C. One year of postsecondary education including 15

1 quarter credits of chemistry; occupational experience of 7,000  
2 hours in surface finishing and electroplating, including bath  
3 make-up and maintenance including wet analysis, surface  
4 finishing and plating processes and equipment, physical testing  
5 for quality control of product and process, and waste management  
6 for plating; and certification by the American Electroplating  
7 and Surface Finishing Society.

8       Subp. 4. **Occupational recency substitution.** Teaching  
9 experience at an accredited postsecondary institution,  
10 industrial, or military setting may be substituted for 1,500 of  
11 the 2,000 hours required in part 3700.0700, subpart 2, if the  
12 teaching is in primary program content in surface finishing and  
13 electroplating technology. Two hours of teaching equal one hour  
14 of occupational experience.