

For L&I Staff Use Only

Rec 12/09/2022 *AN*

Teri Gardner 12-9-22

Rec 11/28/2022 *AN*

Teri Gardner 12-5-22

L&I Apprenticeship Consultant

L&I Admin

Department of Labor and Industries
Apprenticeship Section
PO Box 44530
Olympia WA 98504-4530



Request for Revision of Standards

TO: Washington State Apprenticeship & Training Council

FROM: Washington Association for Community Health #1940

Please update our Standards of Apprenticeship to reflect the following changes:

- Additions shall be underlined (underlined).
- Deletions shall be struck through (~~struck through~~).
- See attached.

Form must be signed by Committee Chair and Secretary or Program's Authorized Signer

<input type="checkbox"/> Chair	Date	<input type="checkbox"/> Secretary	Date
<input checked="" type="checkbox"/> Authorized Signer	12/9/22		
Print Name: Alyssa Burgess		Print Name:	
Signature: <i>Alyssa Burgess</i>		Signature:	

Approved By: Washington State Apprenticeship & Training Council
Signature of Secretary of the WSATC:
Date:

Attach additional sheets if necessary

Sponsor Introductory Statement (Required):

As the nation seeks to improve access to healthcare services and integrate primary, dental and behavioral healthcare, entry-level clinical professions are becoming a critical component of the healthcare delivery system. College credentialing programs have been unable to meet the rising demand for Medical and Dental Assistants. The Association is ideally placed to recruit Medical and Dental Assistant apprentices and train them to work at the top of their scope in some of the most progressive healthcare settings in Washington State.

II. MINIMUM QUALIFICATIONS:

Age: **A minimum of 18 years of age.**

Education: **High School Education or equivalent.**

Physical: **Must be able to perform the duties of the position with or without reasonable accommodation.**

Testing: **NONE**

Other: **~~Must be able to provide proof of up-to-date CPR training.~~ Must have a current and active CPR certification.**

IV. TERM OF APPRENTICESHIP:

The term of apprenticeship for both occupations shall be 2000 hours of reasonably consistent employment as an apprentice.

V. INITIAL PROBATIONARY PERIOD:

400 hours of reasonably consistent employment

X. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

A. Administrative Procedures

3. Sponsor Procedures:

- a. A condition for the participation in the apprenticeship program is employment with the Approved Training Agent with whom the apprentice signed the Apprenticeship Agreement. Therefore the apprentice is governed by the training agent's policies and procedures in addition to the Washington State Apprenticeship and Training Council rules and policies. The Training Agent will ensure the policies and procedures are readily available to the apprentice.**

B. Disciplinary Procedures

3. Sponsor Disciplinary Procedures:

- a. Apprentices are required to earn an overall grade of 80% or higher on the RSI. Failure to maintain a passing grade may result in disciplinary action up to and including cancellation.
- b. Apprentices are subject to the academic and personal code(s) of conduct of the program sponsor. Code of conduct violations may result in disciplinary action up to and including cancellation.
- c. Apprentices shall report their OJT hours to the program sponsor at least once per month. Failure to report OJT hours in a timely manner may result in disciplinary action up to and including cancellation.
- d. Apprentices are required to successfully complete competency benchmarks on time. Deadlines for the completion of competencies shall be provided in writing to the apprentice at the time of their registration. Competency completion deadlines may be extended but will never be advanced. Failure to complete competency benchmarks on time may result in disciplinary action up to and including cancellation.
- e. Failure of the apprentice to maintain employment with an approved training agent will result in cancellation.

XI. SPONSOR – RESPONSIBILITIES AND GOVERNING STRUCTURE

E. Committee governance (if applicable): (see WAC 296-05-009)

[Change to read]

c. The employer representatives shall be:

**Emily Padgett, Secretary
PMG MA Programs Supervisor
Providence
Mother Gamelin Building
136 E Rockwood Blvd, 3rd Fl
Spokane, WA 99202**

**Elizabeth Cumberland
Administrator of Nursing
Valley View Health Center
2614 NE Kresky Ave
Chehalis, WA 98532**

d. The employee representatives shall be:

**Aries Lewis, Chair
University of Washington Medical Center
19559 NE Pacific St
Box 356158
Seattle, WA 98195**

**Delanie Critchfield
Olympic Medical Center
939 Caroline St
Port Angeles, WA 98362**

XII. SUBCOMMITTEE

Medical Assistant Apprenticeship Sub-Committee:

[Change to read]

a. The employer representatives shall be:

**Heather Derby
HR Generalist
Community Health of Central Washington
501 South 5th Ave
Yakima, WA 98902**

**Elizabeth Cumberland
Administrator of Nursing
Valley View Health Center
2614 NE Kresky Ave
Chehalis, WA 98532**

**Marissa Smith
Clinical Compliance Director
Columbia Valley Community Health
600 Orondo Ave
Suite 1
Wenatchee, WA 98801**

b. The employee representatives shall be:

**Aries Lewis, Chair
University of Washington Medical Center
19559 NE Pacific St
Box 356158
Seattle, WA 98195**

**Romel Matthew Natividad Reyes
Swedish Medical Group
800 5th Ave Ste P100
Seattle, WA 98104**

**Delanie Critchfield
Olympic Medical Center
939 Caroline St
Port Angeles, WA 98362**