

For L&I Staff Use Only

CC 5/16/2025
5/22/2025
L&I Apprenticeship Consultant

Teri Gardner 5-27-25
Teri Gardner 5-19-25
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: CHAS HEALTH MEDICAL ASSISTANT APPRENTICESHIP #2242

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	5/16/2025		
Print Name: Felicia Diamond	Print Name:		
Signature: <i>Felicia Diamond</i>	Signature:		

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

Attach additional sheets if necessary

[Front page]

APPRENTICESHIP PROGRAM STANDARDS
adopted by
INLAND NW MEDICAL ASSISTANT APPRENTICESHIP
~~**CHAS HEALTH MEDICAL ASSISTANT APPRENTICESHIP**~~
(sponsor name)

Sponsor Introductory Statement (Required):

~~CHAS Health is a non-profit, federally qualified health center, serving approximately 100,000 patients in the Inland Northwest through 20 clinics located in Spokane, WA; Deer Park, WA; Moscow, ID; Clarkston, WA; and Lewiston, ID. We are the 3rd largest community health center in the Northwest. CHAS Health provides high quality health care to everyone, regardless of insurance status. Our mission is to improve the overall health of the communities we serve by expanding access to quality health and wellness services. Those services include medical, dental, behavioral health, pharmacy, and health education.~~

The Inland NW Medical Assistant Apprenticeship (INWMAA) seeks to improve the economic success for underserved community members through attainment of a medical assistant career. A robust earn-as-you-learn program that removes barriers to education, INWMAA provides community members with the opportunity to achieve their career goals and work at the top of their scope in some of the most innovative healthcare settings. Led by CHAS Health, a non-profit, federally qualified health center with a proven track record of high quality, successful education programs, INWMAA will reduce healthcare workforce shortages and provide entry-level workers with the advanced clinical skills and training through a team-based model that is patient-centered and community focused.

III. CONDUCT OF PROGRAM UNDER WASHINGTON EQUAL EMPLOYMENT OPPORTUNITY PLAN:

A. Selection Procedures:

1. ~~The CHAS Health Apprenticeship~~ Inland NW Medical Assistant Apprenticeship Committee does not serve as a referral agency for apprenticeship applicants. Persons desiring to become apprentices under ~~the CHAS Health Apprenticeship Committee~~ the Inland NW Medical Assistant Apprenticeship must apply directly to ~~CHAS Health~~ a registered training agent of the Inland NW Medical Assistant Apprenticeship.

Applicants can obtain program information and apply online at www.CHAS.org and/or www.newhealth.org.

3. Applicants approved by the Committee shall be informed of their obligations under the standards established for the trade. Applicants who are accepted by the Committee shall be formally registered to ~~CHAS Health~~ Inland NW Medical Assistant Apprenticeship.

X. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

3. Sponsor Procedures:

- a. A condition for the participation in the apprenticeship program is employment with CHAS Health an Inland NW Medical Assistant Apprenticeship training agent ~~with whom the~~

~~apprentice signed the Apprenticeship Agreement.~~ Therefore, the apprentice is governed by the CHAS Health's employer's policies and procedures in addition to the Washington State Apprenticeship and Training Council rules and policies.

b. ~~CHAS Health~~ Inland NW Medical Assistant Apprenticeship as the Sponsor will:

1) Provide appropriate forms to document and record hours of instruction in Work Process (Section VIII) and Related Supplemental Instruction (Section IX).

c. The Apprentice will:

3) Provide to ~~CHAS Health Apprenticeship~~ Inland NW Medical Assistant Apprenticeship a copy of each signed monthly progress report by the 5th day of each month.

XI. SPONSOR – RESPONSIBILITIES AND GOVERNING STRUCTURE

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

b. Program type administered by the committee: ~~Individual Non-joint~~ Group Non Joint
[Please delete and replace committee in its entirety]

c. The employer representatives shall be:

**Yana Maksimenko, Chair
Medical Assistant Training
Program Specialist
CHAS Health
611 N. Ironbridge Way
Spokane, WA 99202**

**Bev Christie, CMA
Clinical Services Specialist
CHAS Health
611 N. Ironbridge Way
Spokane, WA 99202**

**Felicia Diamond CDA, RDA
Dental Assistant Training
Program Specialist
CHAS Health
611 N. Ironbridge Way
Spokane, WA 99202**

**Tamra (Tammi) Evans
Workforce Training Manager
New Health
509 E Main AVE.
(P.O. Box 808),
Chewelah, WA 99109**

d. The employee representatives shall be:

**Bee Dixon, CMA
CHAS Health
15812 E. Indiana
Spokane Valley, WA 99216**

**Gracie Garcia-Alvarez,
CCMA, Secretary
1001 W. 2nd Ave
Spokane, WA 99201**

**LaDana Castor, CMA
MA-C/Workforce Trainer
New Health
509 E Main AVE.
(P.O. Box 808),
Chewelah, WA 99109**

**Dennis Machart, CMA
CHAS Health
Mobile Clinic
611 N. Iron Bridge Way
Spokane, WA 99202**