
Appendix A

COMMUNITY HEALTH WORKER

WORK PROCESS SCHEDULE

AND

RELATED INSTRUCTION OUTLINE



Appendix A

WORK PROCESS SCHEDULE COMMUNITY HEALTH WORKER

O*NET-SOC CODE: 21-1094.00 **RAPIDS CODE:** 2002CB

This schedule is attached to and a part of these Standards for the above identified occupation.

1. APPRENTICESHIP APPROACH

☐ Time-based ☒ Competency-based ☐ Hybrid

2. TERM OF APPRENTICESHIP

Apprentices will receive training in the work experience as listed below. The following are the work processes the apprentice will learn and be able to perform on-the-job. The term of the occupation is based on the apprentice's demonstration of the mastery of the competencies as specified and estimated to complete in approximately 1 year.

3. RATIO OF APPRENTICES TO JOURNEYWORKERS

The apprentice to journeyworker ratio is: 1 Apprentice(s) to 2 Journeyworker(s).

4. APPRENTICE WAGE SCHEDULE

Apprentices shall be paid a progressively increasing schedule of wages based on either a percentage or a dollar amount of the current hourly journeyworker wage rate, which is: \$ 21.00 /per hour.

Period	Wage (Hourly)	Description
1	\$20.00	
2	\$20.50	6 months + hours
END	\$21.00	

5. PROBATIONARY PERIOD

Applicants selected for apprenticeship will serve a probationary period of **500** hours.



6. SELECTION PROCEDURES

The selection procedures for this occupation are listed below: Applicants will be selected by individual participating employer sponsors using selection method # 4, as outlined in the California Code of Regulations, Title 8, Chapter 2, Part 1, Section 215, Chapter 6, from a pool of candidates created during the established recruiting process in accordance with the State and Federal Equal Opportunity regulations.

1. The minimum age of all applicants shall be 18 years. There is no maximum age.
2. Educational prerequisite for entry: None.
3. Physical prerequisites: The individual employer sponsor will define the physical examination required.
4. Interested applicants will have an opportunity to attend a public orientation and enroll in the program.
5. Applicants will follow the directives of individual employer partners through job application, interview, pre-screening, and on boarding



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Suggested On-the-Job Learning Outline

Monitored Work Processes and Skills		
Competencies	Date Completed	Initial
A. Cultural Mediation Among Individuals, Communities, and Health and Social Service Systems		
B. Providing culturally appropriate health education and information		
C. Care coordination, case management, and system navigation		
D. Providing coaching and social support		
E. Advocating for individuals and community		
F. Building individual and community capacity		
G. Providing direct service		
H. Implementing individual and community assessments		
I. Conducting outreach		
J. Participating in Evaluation and Research		
K. Obtaining digital fluency. Optional competency depending on employer partner.		



RELATED INSTRUCTION OUTLINE COMMUNITY HEALTH WORKER

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Through consultation with the Apprenticeship Committee and the indenturing employer, apprentices will select an applicable program of study/course track and complete a minimum of 144 hours of related instruction per year of apprenticeship. Courses will be approved by the Apprenticeship Committee and made available to applicable apprentices by approved education providers/institutions. Apprentices will enroll in, and complete, the required coursework that satisfies the minimum requirements of the program. Prior applicable education and training will be credited towards completion of related education requirements and apprentices will be offered tracks advancing their technical aptitude in the profession.

Source: Berkeley City College

Related instruction will include a minimum of 176 hours of Berkeley City College instruction and additional hours of custom modules based on employers assigning courses to apprentices.

The following related training outline identifies the courses that are currently identified as suggested course work for this occupation:

- Community Health Worker I – 52 hours
- Community Health Worker II – 52 hours
- Mental Health Ambassador I – 25 hours
- Mental Health Ambassador II – 27 hours
- 21st Century Skills for Social Work and Human Services Capstone Seminar – 20 hours

Upon mutual agreement by program, employer, and apprentice, assigned coursework can be added and/or modified to address the special needs of the sponsoring agency while allowing the Apprentice to lattice into more advanced specialties in Community Health Work, if desired.

As Assigned Courses and Training may include, but not limited to (hours for each course will vary based on subject matter):

- Aging and Disability
- Chronic Disease Management
- Behavioral Health

Upon successful completion of RSI and OJT hours, the CHW apprentice will be eligible to qualify for the state issued CHW/P/R Certificate.



Appendix A = Work Process Schedule and Related Instruction Outline by LAUNCH Apprenticeship Network, Department of Labor (DOL) – Apprenticeship Building America (ABA) Grant, FoundationCCC is licensed under CC BY 4.0.

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