In-REACH
Institute for Rethinking Education and Careers in Healthcare

Certified Medical Assistant Apprenticeship Program
SPONSORED BY WASHINGTON ASSOCIATION OF COMMUNITY & MIGRANT HEALTH CENTERS

IS OFFERING HOSPITALS IN KING COUNTY A UNIQUE OPPORTUNITY

DO YOU HAVE HIGH TURN-OVER OR NUMEROUS VACANCIES FOR MEDICAL ASSISTANTS?
WE TRAIN HIGHLY SKILLED MEDICAL ASSISTANTS IN 12 MONTHS, CONTRACTED TO STAY WITH YOU FOR A MINIMUM OF 2 YEARS, AND ARE CURRENTLY OFFERING A 50% SCHOLARSHIP MATCH ($1,875 PER STUDENT) TO HOSPITAL EMPLOYERS WHO PARTICIPATE IN THE IN-REACH MEDICAL ASSISTANT APPRENTICESHIP PROGRAM.

RETURN ON INVESTMENT

- Higher retention rates = reduced costs associated with turnover. 97% of program graduates are still with their employer.
- No re-training cost. Apprentices learn your organization’s procedures from the start.
- Expanded scope of work. MA-C apprentices are trained to the top of their scope, freeing up RNs and Providers to work at the top of their license and make workflow more efficient.
- Lower salary during training. New hire apprentices work at a fraction of the MA-C starting wage (minimum wage through the first 12 months and employer’s standard wage upon completion of the program).
- Keep valuable employees. Lower level clinical or non-clinical incumbent staff can become certified while working full time.
- Employment contracts secure employees for at least two years and ensure ROI on tuition sponsorship by employer of $3,750 (all expenses and test included).

THE PROGRAM

The Medical Assistant Apprenticeship Program is a 12 month program that prepares students to take the Certified Clinical Medical Assistant (CCMA) test through the National Healthcareer Association. It has been approved by the State of Washington as an equivalent to an MA-C program at a community or technical college. The program:

- Is a registered apprenticeship program through the Washington State Department of Labor and Industries.
- Is governed by an Apprenticeship Committee of 50% employer and 50% MA representatives.
- Is administered through the Washington Association of Community & Migrant Health Centers.
- Trains students in the specific skills required to achieve the MA-C credential, as outlined in RCW 18.360 and WAC 246-827.
- Curriculum is approved by the State Board for Community and Technical Colleges.

EMPLOYER EXPECTATIONS

1. Register as an approved training agent.
2. Provide a 1:1 MA-C coach for each apprentice. Coach must share the apprentice’s work schedule at least 75% of the time. However, coaches are not required to “shadow” apprentices. Apprentices are working independently within 30 days.
3. Identify and schedule opportunities for MA apprentices to watch and practice new skills.
4. Allow apprentices and coaches adequate time to meet and practice skills on the job. The coach and apprentice do not need to work together as a single unit, coaches verify hands-on learning, answer questions, and check-off proficiencies as they are demonstrated.
5. Sign off on on-the-job work hours and skill performance.
6. Pay apprentice wages for 12 months. For new hires, apprentices are paid 72% of the starting MA-C salary (or minimum wage, whichever is greater). There is a wage increase to 85% at the midpoint of the program.

APPRENTICE EXPECTATIONS

1. Complete 2000 hours of on-the-job training (paid) with the support and guidance of an experienced one-on-one MA coach.
2. Complete 364 hours of supplemental coursework (unpaid). There are two online courses:
i. Technical Skills for Medical Assistants
ii. Role of Medical Assistants in the Patient-Centered Medical Home model

3. **Attend 3 in-person lab days** with an expert instructor to practice and demonstrate mastery of hands-on technical skills.
4. Log and report on-the-job hours and skill practices as required.

**SIGN UP TODAY for SPECIAL JUNE COHORT**

For more information, contact: Katherine Lechner Workforce Development & Education Manger | 360-786-9722 x239 | klechner@wachmc.org or Aubre Lawless Training and Education Manager | 360-786-9722 x222 | alawless@wacmhc.org or visit [www.wacmhc.org](http://www.wacmhc.org)

THIS SPECIAL OFFER IS AVAILABLE BECAUSE OF THE GENEROUS SUPPORT OF SKILLUP AND THE SEATTLE FOUNDATION INTERESTED EMPLOYERS SHOULD CONTACT US IMMEDIATELY WITH AN EXPRESSION OF INTEREST PARTICIPATION IN THIS MATCHING FUNDS SCHOLARSHIP OFFER IS PROVIDED ON A FIRST COME, FIRST SERVED BASIS