



FLORIDA DEPARTMENT OF
EDUCATION
fldoe.org

HEALTH CARE

STATE OF FLORIDA REGISTERED APPRENTICESHIP PROGRAMS

REGISTERED APPRENTICESHIP



[Apprenticeship Program Contacts](#)
[What is Registered Apprenticeship?](#)
[Apprentice Florida](#)
[Apprenticeship Toolbox](#)
[Preapprenticeship](#)
[VA Recognized Registered](#)
[Apprenticeship Programs](#)
[State Apprenticeship Advisory Council](#)
[Pathways to Career Opportunities](#)
[Grant Program](#)

Community Health Worker (Competency-Based)

Prepare and distribute health education materials, such as reports, bulletins, and visual aids, to address smoking, vaccines, and other public health concerns. Develop and maintain cooperative working relationships with agencies and organizations interested in public health care. Maintain databases, mailing lists, telephone networks, and other information to facilitate the functioning of health education programs. Document activities and record information, such as the numbers of applications completed, presentations conducted, and persons assisted. Develop and present health education and promotion programs, such as training workshops, conferences, and school or community presentations. Collaborate with health specialists and civic groups to determine community health needs and the availability of services and to develop goals for meeting needs. Develop, conduct, or coordinate health needs assessments and other public health surveys. Supervise professional and technical staff in implementing health programs, objectives, and goals. Develop operational plans and policies necessary to achieve health education objectives and services. Provide program information to the public by preparing and presenting press releases, conducting media campaigns, or maintaining program-related Web sites. Develop and maintain health education libraries to provide resources for staff and community agencies. Design and conduct evaluations and diagnostic studies to assess the quality and performance of health education programs. Develop, prepare, and coordinate grant applications and grant-related activities to obtain funding for health education programs and related work. Provide guidance to agencies and organizations on assessment of health education needs and on development and delivery of health education programs. Design and administer training programs for new employees and continuing education for existing employees. Develop educational materials and programs for community agencies, local government, and state government.

Occ Code	Program Name	Program Hours	Sponsor	Region	District
2002CB	St. Petersburg College Apprenticeship Program, GNJ FL201973782	2000	Jennifer Bodnar	4	Pinellas

Home Health Aide (CB)- Statewide Program

Maintain records of patient care, condition, progress, or problems to report and discuss observations with supervisor or case manager. Provide patients with help moving in and out of beds, baths, wheelchairs, or automobiles and with dressing and grooming. Bathe patients. Care for patients by changing bed linens, washing and ironing laundry, cleaning, or assisting with their personal care. Entertain, converse with, or read aloud to patients to keep them mentally healthy and alert. Plan, purchase, prepare, or serve meals to patients or other family members, according to prescribed diets. Check patients' pulse, temperature, and respiration. Provide patients and families with emotional support and instruction in areas such as caring for infants, preparing healthy meals, living independently, or adapting to disability or illness. Perform a variety of duties as requested by client, such as obtaining household supplies or running errands. Direct patients in simple prescribed exercises or in the use of braces or artificial limbs. Massage patients or apply preparations or treatments, such as liniment, alcohol rubs, or heat-lamp stimulation. Administer prescribed oral medications, under the written direction of physician or as directed by home care nurse or aide, and ensure patients take their medicine. Care for children who are disabled or who have sick or disabled parents. Accompany clients to doctors' offices or on other trips outside the home, providing transportation, assistance, and companionship. Change dressings.

Occ Code	Program Name	Program Hours	Sponsor	Region	District
1086CB	TruMont Apprenticeship Program, GNJ FL202078997		Dr. Lynn Peoples		

Medical Assistant (Competency-Based)

Record patients' medical history, vital statistics, or information such as test results in medical records. Prepare treatment rooms for patient examinations, keeping the rooms neat and clean. Interview patients to obtain medical information and measure their vital signs, weight, and height. Show patients to examination rooms and prepare them for the physician. Prepare and administer medications as directed by a physician. Collect blood, tissue, or other laboratory specimens, log the specimens, and prepare them for testing. Authorize drug refills and provide prescription information to pharmacies. Explain treatment procedures, medications, diets, or physicians' instructions to patients. Clean and sterilize instruments and dispose of contaminated supplies. Perform routine laboratory tests and sample analyses. Perform general office duties, such as answering telephones, taking dictation, or completing insurance forms. Greet and log in patients arriving at office or clinic. Schedule appointments for patients. Help physicians examine and treat patients, handing them instruments or materials or performing such tasks as giving injections or removing sutures. Contact medical facilities or departments to schedule patients for tests or admission. Inventory and order medical, lab, or office supplies or equipment. Operate x-ray, electrocardiogram (EKG), or other equipment to administer routine diagnostic tests. Change dressings on wounds. Set up medical laboratory equipment. Keep financial records or perform other bookkeeping duties, such as handling credit or collections or mailing monthly statements to patients.

Occ Code	Program Name	Program Hours	Sponsor	Region	District
1085CB	Orange Technical College - West Apprenticeship Program, GNJ FL202076031	2000	Crystal Davidson	5	Orange

Nurse Assistant Certified (CNA)-Statewide Program

Turn or reposition bedridden patients. Answer patient call signals, signal lights, bells, or intercom systems to determine patients' needs. Feed patients or assist patients to eat or drink. Measure and record food and liquid intake or urinary and fecal output, reporting changes to medical or nursing staff. Provide physical support to assist patients to perform daily living activities, such as getting out of bed, bathing, dressing, using the toilet, standing, walking, or exercising. Document or otherwise report observations of patient behavior, complaints, or physical symptoms to nurses. Remind patients to take medications or nutritional supplements. Review patients' dietary restrictions, food allergies, and preferences to ensure patient receives appropriate diet. Undress, wash, and dress patients who are unable to do so for themselves. Observe or examine patients to detect symptoms that may require medical attention, such as bruises, open wounds, or blood in urine. Lift or assist others to lift patients to move them on or off beds, examination tables, surgical tables, or stretchers. Supply, collect, or empty bedpans. Communicate with patients to ascertain feelings or need for assistance or social and emotional support. Record vital signs, such as temperature, blood pressure, pulse, or respiration rate, as directed by medical or nursing staff. Gather information from caregivers, nurses, or physicians about patient condition, treatment plans, or appropriate activities. Wash, groom, shave, or drape patients to prepare them for surgery, treatment, or examination. Prepare or serve food trays. Change bed linens or make beds. Exercise patients who are comatose, paralyzed, or have restricted mobility. Restock patient rooms with personal hygiene items, such as towels, washcloths, soap, or toilet paper. Clean and sanitize patient rooms, bathrooms, examination rooms, or other patient areas. Assist nurses or physicians in the operation of medical equipment or provision of patient care. Record height or weight of patients. Transport patients to treatment units, testing units, operating rooms, or other areas, using wheelchairs, stretchers, or moveable beds. Collect specimens, such as urine, feces, or sputum. Provide information, such as directions, visiting hours, or patient status information to visitors or callers. Position or hold patients in position for surgical preparation. Set up treating or testing equipment, such as oxygen tents, portable radiograph (x-ray) equipment, or overhead irrigation bottles, as directed by a physician or nurse. Administer medications or treatments, such as catheterizations, suppositories, irrigations, enemas, massages, or douches, as directed by a physician or nurse. Apply clean dressings, slings, stockings, or support bandages, under direction of nurse or physician. Stock or issue medical supplies, such as dressing packs or treatment trays. Explain medical instructions to patients or family members. Transport specimens, laboratory items, or pharmacy items, ensuring proper documentation and delivery to authorized personnel.

Occ Code	Program Name	Program Hours	Sponsor	Region	District
0824CB	Hamilton-Ryker TalentGro, GNJ Apprenticeship Program FL202193867	2000	Ruth Patterson	0	All Districts

Pharmacy Technician-

Receive written prescription or refill requests and verify that information is complete and accurate. Prepack bulk medicines, fill bottles with prescribed medications, and type and affix labels. Answer telephones, responding to questions or requests. Maintain proper storage and security conditions for drugs. Assist customers by answering simple questions, locating items, or referring them to the pharmacist for medication information. Price and file prescriptions that have been filled. Establish or maintain patient profiles, including lists of medications taken by individual patients. Order, label, and count stock of medications, chemicals, or supplies and enter inventory data into computer. Receive and store incoming supplies, verify quantities against invoices, check for outdated medications in current inventory, and inform supervisors of stock needs and shortages. Mix pharmaceutical preparations, according to written prescriptions. Operate cash registers to accept payment from customers. Clean and help maintain equipment or work areas and sterilize glassware, according to prescribed methods. Prepare and process medical insurance claim forms and records. Transfer medication from vials to the appropriate number of sterile, disposable syringes, using aseptic techniques. Supply and monitor robotic machines that dispense medicine into containers and label the containers. Restock intravenous (IV) supplies and add measured drugs or nutrients to IV solutions under sterile conditions to prepare IV packs for various uses, such as chemotherapy medication. Compute charges for medication or equipment dispensed to hospital patients and enter data in computer. Deliver medications or pharmaceutical supplies to patients, nursing stations, or surgery. Price stock and mark items for sale. Maintain and merchandise home healthcare products or services.

Occ Code	Program Name	Program Hours	Sponsor	Region	District
0844CB	CVS Health, INJ (Note: This program services all 67 counties) FL201973331	2000	Natalie Wilson	6	Indian River
0844CB	Indian River State College Apprenticeship Program, GNJ (NOTE: This program also services the following counties: Indian River, Martin, Okeechobee) FL202075885	2000	Heather Belmont	6	St. Lucie
0844CB	Orange Technical College - West Apprenticeship Program, GNJ FL202076031	2000	Crystal Davidson	5	Orange

Health Information Management (HIM) Hospital Coder

Use and maintain electronic applications and work processes to support clinical classification and coding. Apply diagnosis and procedure codes according to current nomenclature. Ensure accuracy of diagnostic/procedural groupings such as DRG (Diagnosis Related Group), MSDRG (Medicare Severity), APC (Ambulatory Payment Classification), etc. Validate coding accuracy using clinical information found in the health record. Adhere to current regulations and established guidelines in code assignment. Use and maintain applications and processes to support other clinical classification and nomenclature as appropriate to the work setting. Resolve discrepancies between coded data and supporting documentation. Communicate with physicians and other care providers to ensure appropriate documentation. Apply policies and procedures for the use of clinical data required in reimbursement and prospective payment systems (PPS) in healthcare delivery. Apply policies and procedures to comply with changing regulations among various payment systems for healthcare services such as Medicare, Medicaid, managed care, etc. Support accurate billing through coding, chargemaster, claims management, and bill reconciliation processes. Use established guidelines to comply with reimbursement and reporting requirements such as the National Correct Coding Initiative and others. Compile patient data and perform data quality reviews to validate code assignment and compliance with reporting requirements such as outpatient prospective payment systems. Ensure accuracy of diagnostic/procedural groupings such as DRG and APC. Participate in compliance (fraud and abuse), HIPAA (Health Insurance Portability and Accountability Act of 1996), and other organization specific training.

Occ Code	Program Name	Program Hours	Sponsor	Region	District
2029CB	Tampa General Hospital INJ FL002017712	2000	Diane Lerch	4	Hillsborough

Registered Nurse Resident (Competency-Based)- State Wide Program

The Registered Nurse (RN) Resident is a registered nurse participating in a specified training program, which is standardized based on area of specialization. The training includes orientation, combined with unit based, precepted clinical experiences and didactic instruction. The RN Resident is under the direct supervision of their Preceptor and Supervisor Nursing Unit. According to hospital policies and procedures, by the direction of their Preceptor, the Immersion Resident assesses, plans, implements, and evaluates nursing care for assigned patients. The RN Resident incorporates good communication and critical thinking/problem-solving skills, along with the application of knowledge, skills and abilities or behavior to demonstrate consistently safe, quality, patient care. This includes system, facility and unit core behaviors.

Occ Code	Program Name	Program Hours	Sponsor	Region	District
2074CB	TruMont Apprenticeship Program, GNJ FL202078997	2080	Dr. Lynn Peoples	1	Santa Rosa

Surgical Technologist

Maintain a proper sterile field during surgical procedures. Count sponges, needles, and instruments before and after operation. Scrub arms and hands and assist the surgical team to scrub and put on gloves, masks, and surgical clothing. Provide technical assistance to surgeons, surgical nurses, or anesthesiologists. Prepare patients for surgery, including positioning patients on the operating table and covering them with sterile surgical drapes to prevent exposure. Hand instruments and supplies to surgeons and surgeons' assistants, hold retractors and cut sutures, and perform other tasks as directed by surgeon during operation. Prepare, care for, and dispose of tissue specimens taken for laboratory analysis. Wash and sterilize equipment, using germicides and sterilizers. Monitor and continually assess operating room conditions, including patient and surgical team needs. Operate, assemble, adjust, or monitor sterilizers, lights, suction machines, or diagnostic equipment to ensure proper operation. Prepare dressings or bandages and apply or assist with their application following surgery. Clean and restock operating room, gathering and placing equipment and supplies and arranging instruments according to instructions, such as a preference card. Order surgical supplies. Observe patients' vital signs to assess physical condition. Maintain supply of fluids, such as plasma, saline, blood, or glucose, for use during operations. Maintain files and records of surgical procedures.

Occ Code	Program Name	Program Hours	Sponsor	Region	District
1051CB	Indian River State College Apprenticeship Program, GNJ (NOTE: This program also services the following counties: Indian River, Martin, Okeechobee) FL202075885	2000	Heather Belmont	6	St. Lucie

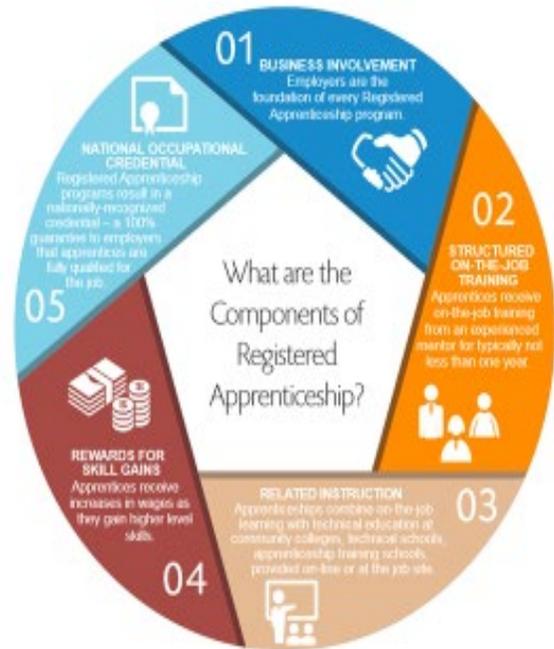
Advanced Patient Care Technician (Competency-Based)- State Wide Program

Perform administrative and certain clinical duties under the direction of a physician. Administrative duties may include scheduling appointments, maintaining medical records, billing, and coding information for insurance purposes. Clinical duties may include taking and recording vital signs and medical histories, preparing patients for examination, drawing blood, and administering medications as directed by physician.

Occ Code	Program Name	Program Hours	Sponsor	Region	District
90546	Apprenticeship to Careers at AdventHealth, INJ (NOTE: This program also covers the following jurisdictional area: Desoto, Hardee) FL202075893	3000	Elsie Graves	7	Highlands

Developing a Program

- Sponsors work with ATRs and Intermediaries in their state to write their standards
- Standards include several components, including:
 - Work Process Schedules that outline the job functions and/or competencies of the occupation
 - Related Instruction Outlines that provide details on how related instruction will be provided
 - Information on how apprentices will be supervised by experienced workers
 - Specifics on wage progression



APPRENTICE
FLORIDA

For more information contact:

Anne Everly

Region 6

Apprenticeship Training Representative

Florida Department of Education

Anne.everly@fldoe.org

321-433-7974