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| OFFICE OF APPRENTICESHIPBULLETIN | **NO.**2025-25 |
| **DATE**December 2, 2024 |

**TO:** NATIONAL APPRENTICESHIP SYSTEM STAKEHOLDERS

 OFFICE OF APPRENTICESHIP STAFF

 STATE APPRENTICESHIP AGENCIES

**FROM:** JOHN V. LADD /s/

 Administrator, Office of Apprenticeship

**SUBJECT:** New National Occupational Framework (NOF) Apprenticeable Occupation: Community Health Worker

1. **Purpose.** To inform the staff of OA, State Apprenticeship Agencies (SAA), Registered Apprenticeship program sponsors, and other Registered Apprenticeship partners of the following new National Occupational Framework (NOF) to an apprenticeable occupation: Community Health Worker.
2. **Action Requested.** OA staff should familiarize themselves with this bulletin and the attached Work Process Schedule and Related Instruction Outline, as a source for developing apprenticeship standards and/or providing technical assistance.

Community Health Worker will be added to the List of Occupations Recognized as Apprenticeable by OA located on www.apprenticeship.gov. A suggested Work Process Schedule and Related Instruction Outline are attached.

1. **Summary and Background.**

Summary – The occupation Community Health Worker was submitted by Mr. Zachary Boren, Senior Policy Program Manager on behalf of Urban Institute, were processed by Dr. Ricky C. Godbolt, Program Analyst, and approved by the OA Administrator on November 29, 2024.

The National Office has approved a new National Occupational Framework (NOF), developed in partnership with the Urban Institute. This NOF has met industry standards and approval; it covers job titles and occupational pathways, related functions, and performance criteria, as well as academic, workplace and personal competencies for job success. While use of NOFs in developing standards utilizing the competency-based training approach is voluntary, no additional vetting of a Work Process Schedule (WPS) utilizing the NOF should be required where a program aligns to the occupational framework described in a NOF, beyond the basic requirements set forth in 29 CFR Part 29. While on-the-job learning (OJL) is ordinarily outlined in the WPS, sponsors who utilize a NOF must develop the Related Instruction Outline, which should be included in the standards. Within certain limits, the sponsors of NOF apprenticeship programs are permitted to customize the job functions or competencies contained in a NOF for the Community Health Worker occupation.

However, OA encourages the use of all core competencies to be included in the approved WPS.

Background –

***New/Revised Occupation Background -*** Under 29 CFR section 29.4, an occupation for a RAP must meet the following criteria to be determined apprenticeable:

1. Involve skills that are customarily learned in a practical way through a structured, systematic program of on-the job supervised learning:
2. Be clearly identified and commonly recognized throughout an industry;
3. Involve the progressive attainment of manual, mechanical, or technical skills and knowledge which, in accordance with the industry standard for the occupation, would require the completion of at least 2,000 hours of on-the-job learning to attain; and
4. Require related instruction to supplement the on-the job learning.
5. **New NOF Apprenticeable Occupation.** The occupation Community Health Worker was submitted for an apprenticeability determination.

Community Health Worker
O\*NET-SOC CODE: 21-1094.00

RAPIDS Code: 2002CB

Type of Training: Competency-based 1-2 years

Community Health Workers performs the following duties:

* Serve as a liaison, link, or intermediary between health care and social services and the community to facilitate access to services and improve the quality and cultural competence of service delivery.
* Act as liaisons or advocates and implement programs that promote, maintain, and improve individual and overall community health by increasing health knowledge and self-sufficiency through various activities such as outreach, community education, informal counseling, social support, and advocacy.

The job titles of Community Health Workers include public health worker, public health assistant, community health promotors, apprise counselor, community health outreach worker, community health program coordinator, community health program representative, community health nutrition educator, HIV counseling and testing specialist (CTS).

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Apprenticeship Prerequisites:

Apprentices should have a high school degree or equivalent and fluently speak, read, and write in the primary language of the community being served. The physical dexterity to complete job tasks with reasonable accommodations is necessary.

1. **Inquiries.** If you have any questions, please contact Dr. Ricky C. Godbolt, Program Analyst, Division of Standards and Quality at (202) 693-3815 or Godbolt.Ricky.C@dol.gov .
2. **Attachments.**

