Medical Assistant Apprenticeship Program

About the Program

Medical Assistant Apprenticeship with Allied Health West JATC creates a true “earn and learn” pathway to employment for job seekers, leading to a nationally-recognized credential, the Certified Clinical Medical Assistant (CCMA) through National Healthcareer Association.

Apprenticeship combines paid on-the-job training, related instruction online, mentorship, and incremental wage increases.

Medical assistants complete administrative and clinical tasks in the offices of physicians, hospitals, and other healthcare facilities. Their duties vary with the location, specialty, and size of the practice.

Benefits to employers include increased number of MAs completing training with certification and a formalized onboarding process. Potential to lower recruitment costs by centralizing processes through apprenticeship program.

12 month period
The Medical Assistant Apprenticeship program takes just one year to complete.

156 hours of online training
Apprentices are responsible for completing the online coursework on their own time.

2,000 hours
The term of the apprenticeship program is 2,000 hours of on-the-job, paid work experience.

No Charge to Candidates
Apprenticeship costs are currently covered by apprentices’ employer, includes CCMA test preparation, and testing fee.

99% of our test-takers pass the CCMA exam on the first attempt
Applicants are screened by the Apprenticeship Coordinator to determine whether they meet minimum qualifications. Currently, to be eligible an individual must be at least 18 years of age and have a high school diploma/GED.

Successful candidates generally have a background in allied health or administrative work, are highly organized and able to multi-task. Empathy and professionalism are highly valued by employers.

Application Process

Employers are under no obligation to hire any applicant they interview, and the individual must also meet all hiring criteria from each respective employer. Applicants must:

- Pass a Criminal background check
- Pass a pre-employment drug screening
- Other site-specific employer related policies

Requirements

How to Apply

Currently accepting applications in all counties in Oregon. Due to COVID-19 restrictions, in person workshops have been suspended. Please email Laura Pumphrey at lpumphrey@sowib.org. Applicants will be requested to provide:

- Driver’s License
- Copy of High School diploma or GED certificate

Women, minorities, people with disabilities, and veterans are encouraged to apply.

For More Information, contact:

Laura Pumphrey  PO Box 415  Coos Bay, OR 97420  Telephone: (714) 225-3496  E-mail: lpumphrey@sowib.org  Website: www.sowib.org/apprenticeships

The AHW Apprenticeship program is an equal opportunity employer/program, and auxiliary aids and services are available upon request to individuals with disabilities. AHW shall not discriminate against apprenticeship applicants or apprentices based on race, color, religion, national origin, sex (including pregnancy and gender identity), sexual orientation, genetic information, or because they are an individual with a disability or a person 18 years old or older. AHW shall take affirmative action to provide equal opportunity in apprenticeship and shall operate the apprenticeship program as required under This Plan and Title 29 CFR, part 30. Veterans preference applies.

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