

Division of Apprenticeship Standards (DAS)

Apprenticeship Program Summary Sheet

To: Adele Burnes, Chief
From: Joseph Gallardo
CC: DAS, Program Planning & Review Unit
Date: February 5, 2026

Program Name: Cuesta College Health Sciences Apprenticeship Program
Industry: Healthcare
DAS File No.: 101482
Grant Awardee: ☐ No ☒ Yes DOL ABA-2

Action(s):

- ☒ Proposed new apprentice program
- ☐ Existing apprenticeship program adding new occupations
- ☐ Existing apprenticeship program expanding area of operations
- ☐ Existing apprenticeship program changing work processes on approved occupations

Labor Organization(s) Representing Apprentices:

None

Request for Approval under Labor Code 3075:

Cuesta College Health Sciences Apprenticeship Program is not intended to train in the building and construction trades and is not eligible to dispatch apprentices to projects with public works, prevailing wage or skilled and trained workforce requirements within the meaning of Labor Code sections 1720 and 3075 and will not train or dispatch apprentices in the building and construction trades or firefighters occupations.

Comments:

There is a rising demand for qualified Substance Use & Behavioral Use Disorder Counselors nationally and in the state of California, which is driven by factors such as reduced societal stigma and greater acceptance and understanding of Substance and Behavioral Use Disorders, integration of Behavioral Health and Justice Reentry Programs and court-ordered diversion programs, and a need for bilingual and culturally-competent counselors to serve diverse and underrepresented communities. The State of California has expanded the Drug Medi-Cal Organized Delivery Systems, which brought to light the workforce gap and increased demand for more counselors to be properly educated and trained in the field. This program will work to fill the need of Substance and Behavioral Use Disorder Counselors throughout the

state of California, and the Cuesta College Health Sciences Apprenticeship Program will offer an effective and streamlined approach directly into the workforce.

Cuesta College Health Sciences Apprenticeship Program will oversee the apprenticeship program herein and seeks approval from the Department of Industrial Relations, Division of Apprenticeship Standards for the following:

Proposed Occupation, Wage Rate & O*Net Code:

- Substance Use and Behavioral Use Disorders (SUD) Counselor O*Net: 21-1011.00
 - Professional Worker Wage: \$23.42 per hour
 - Proposed Apprentice Wage: \$22.42 per hour
 - Proposed No. of Apprentices: 6

Proposed Employers:

- Epidaurus dba Amity Foundation 865 Aerovista Pl. Suite 130 San Luis Obispo, CA 93453
 - Occupation(s): Substance Use and Behavioral Use Disorders (SUD) Counselor

Cuesta College Health Sciences Apprenticeship Program Standards

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Article I Purpose and Policy

The parties hereto declare it to be their purpose and policy to establish an organized, planned system of apprenticeship, conducted as an education-sponsored, employer-based undertaking.

These standards have, therefore, been adopted and agreed upon under the Shelley-Maloney Apprentice Labor Standards Act of 1939, as amended, to govern the employment and training of apprentices in the trade, craft or occupation defined herein, to become effective upon their approval.

Article II Craft, Trade or Occupation, Related and Supplemental Instruction, Term of Apprenticeship, Ratio, Wage Schedule and Work Training

Occupation: Substance Use and Behavioral Use Disorders (SUD) Counselor

O*Net Code: 21-1011.00

Attachment: B

Article III Organization

For each employer participating in this program, an "Employer Agreement" (See Attachment D) will be provided to specify the information particular to that employer as noted herein, including the option to waive or offer participation on the committee, employer committee members will be selected as outlined in the rules & regulations.

Article IV Jurisdiction

These standards shall apply to the employer and employee organizations signatory hereto; their members, to other employers who subscribe hereto or who are party to a collective bargaining agreement with an employee organization(s) signatory hereto, and to all apprentice agreements hereunder.

Area Covered by Standards: All CA Counties

Article V Functions

The functions of the apprenticeship committee shall be to:

- 1) develop an efficient program of apprenticeship through systematic on-the-job training with related and supplemental instruction and periodic evaluation of each apprentice;
- 2) serve in an advisory capacity with employers and employees in matters pertaining to these standards;
- 3) ensure the program's ability, including financial ability, and commitment to meet and carry out its responsibilities under federal and state law and regulations applicable to the apprenticeable occupation and for the welfare of the apprentice;
- 4) aid in the adjustment of apprenticeship disputes;
- 5) develop fair and impartial selection procedures and an affirmative action plan in accordance with existing laws and regulations and apply them uniformly in the selection of applicants for apprenticeship.

Article VI Responsibilities

The responsibilities of the apprenticeship committee shall be to:

- 1) supervise the administration and enforcement of these standards;
- 2) adopt such rules and regulations as are necessary to govern the program provided that the rules and regulations do not conflict with these standards;
- 3) conduct orientations, workshops or other educational sessions for employers to explain the apprenticeship program's standards and the operation of the apprenticeship program;
- 4) pass upon the qualification of employers and, when appropriate, to suspend or withdraw approval;
- 5) conduct on-going evaluation of the interest and capacity of employers to participate in the apprenticeship program and to train apprentices on the job;
- 6) make periodic evaluations of each apprentice's on-the-job training and related and supplemental instruction;
- 7) ensure safe work site facilities, skilled workers as trainers at the work site, and safe equipment sufficient to train apprentices;
- 8) determine the qualifications of apprentice applicants and ensure fair and impartial treatment of applicants for apprenticeship selected through uniform selection procedures;
- 9) file a signed copy, written or electronic, of each apprentice agreement with the Division of Apprenticeship Standards, within 30 days of execution, with copies to all parties to the agreement;
- 10) establish and utilize a procedure to record and maintain all records of the apprentice's worksite job progress and progress in related and supplemental instruction;

- 11) establish and utilize a system for the periodic review and evaluation of the apprentice's progress in job performance and related instruction;
- 12) discipline apprentices, up to and including termination, for failure to fulfill their obligations on-the-job or in related instruction, including provisions for fair hearings;
- 13) annually prepare and submit a Self-Assessment Review as well as a Program Improvement Plan to the Chief of the Division of Apprenticeship Standards;
- 14) ensure training and supervision, both on the job and in related instruction, in first aid, safe working practices and the recognition of occupational health and safety hazards;
- 15) ensure training in the recognition of illegal discrimination and sexual harassment;
- 16) establish an adequate mechanism to be used for the rotation of the apprentice from work process to work process to ensure the apprentice of complete training in the apprenticeable occupation including mobility between employers when essential to provide exposure and training in various work processes in the apprenticeable occupation;
- 17) establish an adequate mechanism that will be used to provide apprentices with reasonably continuous employment in the event of a lay-off or the inability of one employer to provide training in all work processes as outlined in the standards;
- 18) comply with meaningful representation requirements for the interests of apprentices in the management of the program where apprentices are at least equally represented on an advisory panel established by the apprenticeship committee responsible for the operation of the program;
- 19) adopt changes to these standards, as necessary, subject to the approval of the parties hereto and the Chief of the Division of Apprenticeship Standards.

Article VII Definition of an Apprentice

An apprentice is a person at least 18 years of age, who has met the requirements for selection under the selection procedures of participating employer, who is engaged in learning a designated craft or trade and who has entered into a written apprentice agreement under the provisions of these standards.

Article VIII Duties of an Apprentice

Each apprentice shall satisfactorily perform all work and learning assignments both on the job and in related instruction and shall comply with the rules, regulations and decisions of the apprenticeship committee.

Article IX Apprenticeship Agreement

- 1) Each apprenticeship agreement shall conform to the State law governing apprenticeship agreements, and shall be signed by the employer, by the program sponsor, and by the apprentice and must be approved by the apprenticeship committee.
- 2) Each apprentice shall be furnished with a copy of or be given an opportunity to study these standards before registration. These standards shall be considered a part of the apprenticeship agreement as though expressly written therein.

Article X Termination and Transfer of Agreements

- 1) During the probationary period, an apprenticeship agreement shall be terminated by the apprenticeship committee at the request in writing of either party. After such probationary period, an apprenticeship agreement may be terminated by the Administrator by mutual agreement of all the parties thereto or cancelled by the Administrator for good and sufficient reason.
- 2) If an employer is unable to fulfill his/her obligations to train under any apprenticeship agreement or in the event of a layoff, the apprenticeship committee may, with the approval of the Administrator, transfer such agreement to any other employer if the apprentice consents, and such other employer agrees to assume the obligation of said apprenticeship agreement.

Article XI Lay-off

- 1) If for any reason a lay-off of an apprentice occurs, the apprenticeship agreement shall remain in effect unless cancelled by the Administrator. However, credit for related instruction shall be given when the apprentice continues such instruction during the lay-off.
- 2) There shall be no liability on the part of the employer, the program, or the committee for an injury sustained by an apprentice engaged in schoolwork at a time when the apprentice is unemployed.

Article XII Controversies

All controversies or differences concerning apprenticeship agreements that cannot be adjusted locally by the apprenticeship committee or otherwise shall be submitted to the Administrator for determination.

Article XIII Certificate of Completion

- 1) In addition to previous on-the-job training and related school instruction, which is of an approved nature, the Apprentice shall have completed not less than an additional six (6)

months as an apprentice under the laws of the State of California and demonstrated mastery of the skills and knowledge of the prescribed program.

- 2) In recognition of unusual ability and progress, the apprenticeship committee may decrease the term of apprenticeship for an individual apprentice not more than twelve and one-half percent (12½%).
- 3) Upon evidence of satisfactory completion of apprenticeship, and upon the recommendation of the apprenticeship committee, each apprentice will be issued a Certificate of Completion by the authority of the Chief of the Division of Apprenticeship Standards and the Interagency Advisory Committee on Apprenticeship.

Article XIV Equal Opportunity in Apprenticeship

The recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation or veteran or military status.

Cuesta College Health Sciences Apprenticeship Program will ensure selection procedures meet objective standards and maintain a fair and equitable selection process for all applicants.

Article XV Written Applications

Applications for apprenticeship will be accepted:

Interested applicants should email Robyn Taylor at Robyn_Taylor@cuesta.edu

Article XVI Records

All records will be maintained, in written or electronic form, for five (5) years and kept at:

Cuesta College Health Sciences Apprenticeship Program
Cuesta College
Highway 1
San Luis Obispo, CA 93405

Article XVII Annual Compliance

Cuesta College Health Sciences Apprenticeship Program will submit an annual compliance report to the Division of Apprenticeship Standards as requested by the Division.

Cuesta College Health Sciences Apprenticeship Program agrees to accept electronic signatures for these Standards and all related Division of Apprenticeship Standards documents.

The foregoing standards are hereby agreed to and adopted by Cuesta College Health Sciences Apprenticeship Program on October 31, 2025 (Committee approval date).

Employer Organization

Cuesta College Health Sciences Apprenticeship Program
Cuesta College, Highway 1, San Luis Obispo CA 93405

Sabrina Rock, Faculty Lead & Apprenticeship Liaison

Date

The foregoing apprenticeship standards, being in conformity with the applicable California Labor Code, California Code of Regulations and Federal Regulations, are hereby approved

(DAS approval date)

Adele Burnes, Chief

Date

Division of Apprenticeship Standards

Attachment B

Training Schedule and Working Conditions

Cuesta College Health Sciences Apprenticeship Program

Occupation

Occupation: Substance Use and Behavioral Use Disorders (SUD) Counselor

O*Net Code: 21-1011.00

Article I Term of Apprenticeship and Probation

The standard term of apprenticeship shall be a competency-based approach, with approximately 4,000 on-the-job training (OJT) hours, 414 related and supplemental instruction (RSI) hours, and completed within approximately 24 months.

The period of probation shall be reasonable in relation to the full apprenticeship term, with full credit given for such period toward completion of the apprenticeship, and in no event shall exceed the shorter of 25 percent of the length of the program or one year. The period of probation shall be 6 months.

Article II Wage Schedule

Professional Worker Wage:

\$ 23.42 per hour effective 1/1/2025.

Apprentice Wage and Advancement Schedule:

In no case shall an Apprentice receive a starting wage that is less than the applicable federal, state or local entity (city or county) minimum wage, whichever is higher for the county or city where the apprentice is working. The applicable minimum wage law shall establish the effective date of the minimum wage.

To advance from one period to the next, the apprentice shall have met the following requirements:

1st period	0-50% Completion of Competencies	\$ 22.42 /hour
2nd period	51%-Completion of Competencies and Addiction Treatment Studies Certificate	\$ 23.42 /hour

Hours of Work and Working Conditions and Overtime Provision:

Eight hours of labor constitutes a day's work. Employment beyond eight hours in any workday or more than six days in any workweek requires the employee to be compensated for the overtime at not less than one and one-half times the employee's regular rate of pay for all hours worked in excess of eight hours, up to and including 12 hours in any workday, and for the first eight hours worked on the seventh consecutive day of work in a workweek; and double the employee's regular rate of pay for all hours worked in excess of 12 hours in any workday and for all hours worked in excess of eight on the seventh consecutive day of work in a workweek. If employers utilize an alternative workweek schedule in accordance with the California Industrial Welfare Commission Orders, the overtime will be determined and paid in accordance with the applicable alternative workweek provisions.

The workday and workweek and all other conditions of employment for apprentices shall conform to all applicable laws and regulations and shall not be greater than for those of a professional worker.

Overtime shall not be allowed if it will interfere with or impair the training or be detrimental to the health and safety of the apprentice.

Article III Work-Training

- 1) The employer shall see that all apprentices are under the supervision of a qualified professional worker or instructor and shall provide the necessary diversified experience and training in order to develop the apprentice into a proficiently skilled worker, as outlined herein.
- 2) Each apprentice shall be trained in the use of new equipment, materials and processes as they come into use in the occupation.
- 3) The major categories in which apprentices will be trained (although not necessarily in the order listed) are as follows:

Competency Check List

Demonstrates Fundamentals: Apprentice can perform the task with some coaching.

Proficient in Task: Apprentice performs tasks properly and consistently.

Completion Date: Date apprentice completes final demonstration of competency.

Detailed Work/Activities: Initial and Date each task as Competency Check List is completed.

Work Competencies:

1. The employer shall see that all apprentices are under the supervision of a qualified professional worker or instructor and shall provide the necessary diversified experience and training in order to develop the apprentice into a proficiently skilled worker, as outlined herein.
2. Each apprentice shall be trained in the use of new equipment, materials and processes as they come into use in the occupation.
3. The major categories in which apprentices will be trained (although not necessarily in the order listed) are as follows:
4. Complete and maintain accurate records or reports regarding the patients' histories and progress, services provided, or other required information.
5. Counsel clients or patients, individually or in group sessions, to assist in overcoming dependencies, adjusting to life, or making changes.
6. Assess individuals' degree of drug dependency by collecting and analyzing urine samples.
7. Follow progress of discharged patients to determine effectiveness of treatments.
8. Conduct chemical dependency program orientation sessions.
9. Review and evaluate clients' progress in relation to measurable goals described in treatment and care plans.
10. Coordinate activities with courts, probation officers, community services, or other post-treatment agencies.
11. Develop client treatment plans based on research, clinical experience, and client histories.
12. Modify treatment plans to comply with changes in client status.
13. Coordinate counseling efforts with mental health professionals or other health professionals, such as doctors, nurses, or social workers.
14. Plan or implement follow-up or aftercare programs for clients to be discharged from treatment programs.
15. Intervene as an advocate for clients or patients to resolve emergency problems in crisis situations.
16. Attend training sessions to increase knowledge and skills.
17. Interview clients, review records, and confer with other professionals to evaluate individuals' mental and physical condition and to determine their suitability for participation in a specific program.
18. Instruct others in program methods, procedures, or functions.
19. Participate in case conferences or staff meetings.
20. Act as liaisons between clients and medical staff.
21. Provide clients or family members with information about addiction issues and about available services or programs, making appropriate referrals when necessary.
22. Train or supervise student interns or new staff members.
23. Counsel family members to assist them in understanding, dealing with, and supporting clients or patients.

24. Confer with family members or others close to clients to keep them informed of treatment planning and progress.
25. Develop, implement, or evaluate public education, prevention, or health promotion programs, working in collaboration with organizations, institutions, or communities.
26. Supervise or direct other workers providing services to clients or patients.

Article IV Related Instruction

Apprentices shall satisfactorily complete prescribed courses of related and supplemental instruction, which will not be less than 414 hours. Related and supplemental instruction will be provided by Cuesta College.

Time spent in related and supplemental instruction may not be compensated.

Minimum Required RSI Courses

ASHS 205 Life Management 3 units, 54 classroom hours

Articulates skills to understand and utilize internal and external resources to function effectively in society now and in the future. Major topics covered in the course include socio-cultural forces that affect personal values, beliefs, and goals; decision making skills, time management and stress-reduction strategies, and conflict resolution; as well as methods for improving self-esteem, self-understanding, and interpersonal relationships.

ASHS 270 Intro to Addiction Studies: Addiction and the Community

3 units, 54 classroom hours

Explores historical, psychological, and sociological perspectives on the use, abuse, and social control of psychoactive drugs. Presents in depth analysis of the theoretical models of the biopsychosocial nature of addiction, the dynamics of addiction, the impact of addiction on children, families and society with emphasis on special populations, contemporary treatment and prevention approaches, and the addiction counseling profession.

ASHS 271 Group Process and Practice, Law and Ethics 3 units, 54 classroom hours

Presents and develops basic competency in law and ethics, theory, and techniques of group and individual process and practice used in the helping professions including task-oriented, psychoeducational, counseling, and psychotherapy groups with specific populations.

ASHS 278 Families and Addiction 3 units, 54 classroom hours

Examines common patterns of family structure and functioning often correlated with substance abuse and addiction including the major types of family systems and dynamics. Reviews basic clinical practice including therapeutic approaches, skills, and techniques for effective intervention and treatment modalities for both individuals and the family system.

ASHS 279 Treatment and Case Management 3 units, 54 classroom hours

Presents theories, skills, techniques, and legal and ethical practices fundamental to client treatment and case management. Includes guidelines for developing assessments, diagnoses, and the implementation of treatment plans. Emphasizes working with chemically dependent individuals, survivors of intimate partner abuse, the homeless population, and individuals who are mentally impaired.

ASHS 280 Counseling Skills, Law and Ethics 3 units, 54 classroom hours

Presents and develops basic competency in one-on-one counseling skills relevant to the helping professions with emphasis on motivational interviewing and client empowerment approaches. Places a strong emphasis on professional law, ethics, and boundaries. Skills may be applied in counseling, mediation, negotiation and interpersonal settings.

PHS 206 Public Health Science - Aspects of Drug Use 3 units, 54 classroom hours

Presents an in-depth analysis of the major health problems associated with the use, misuse, and abuse of drugs including herbs/plants, performance enhancing, over-the-counter, prescription, controlled, and designer drugs. Emphasizes the metabolism of drugs, drug interactions, and addiction from various socio-cultural perspectives such as age, gender, and ethnicity.

ASHS 289 Human Services Seminar

2 units, 36 classroom hours

Prepares students to be successful in the concurrently enrolled fieldwork course, and facilitates gaining employment in the human services field. Provides experiential practice and guidance for professional development through skill building exercises, discussions and performance exams.

ASHS 289A Fieldwork: Addiction Studies

5 units, 0 classroom hours

Facilitates the application, within a supervised and approved substance abuse agency or institution, of students' previously gained knowledge and skills. Develops paraprofessional expertise that prepares students for employment in the field of substance abuse.

Total

28 units, 414 classroom hours

Article V Ratio

The ratio of apprentices to professional workers shall be:

- 1) The ratio of apprentices to professional workers shall be 3 apprentices to 1 qualified professional worker (3:1).