Division of Apprenticeship Standards (DAS)

Apprenticeship Program Summary Sheet

To: Adele Burnes, Chief
From: Joseph Gallardo
CC: DAS, Program Planning & Review Unit
Date: June 12, 2026

Program Name: Porterville Adult School
Industry: Healthcare
DAS File No.: 101642
Grant Awardee: ☐ No ☒ Yes CAI Grant 2022

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:

N/A

Request for Approval under Labor Code 3075:

Porterville Adult School 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:

The Porterville Adult School Apprenticeship program offers tracks in both Pharmacy Technician and Surgical Technologist occupations. This is the only program in the state that trains Pharmacy technicians to work in hospital environments culminating in an advanced Pharmacy technician license allowing apprentices to work with sterile IV compounds. This occupation is highly in demand by hospitals. Additionally, the Surgical Technologist path culminates with licensure and a myriad of surgical scrub ins; also highly in demand, with both occupations offering a career path in healthcare, while helping people.

Porterville Adult School 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:

- Pharmacy Technician O*Net: 29-2052.00
  - Professional Worker Wage: $33.64 per hour
  - Proposed Apprentice Wage: $20.18 per hour
  - Proposed No. of Apprentices: 1
- Surgical Technologist O*Net: 29-2055.00
  - Professional Worker Wage: $33.64 per hour
  - Proposed Apprentice Wage: $20.18 per hour
  - Proposed No. of Apprentices: 1

Proposed Employers:

- Porterville Compounding Pharmacy 406 W. Putnam Avenue Porterville, CA 93257
  - Occupation(s): Pharmacy Technician
- Sierra View Medical Center 465 W. Putnam Porterville, CA 93257
  - Occupation(s): Surgical Technologist

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Porterville Adult School
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	O*Net Code	Attachment
Pharmacy Technician	29-2052.00	B-1
Surgical Technologist	29-2055.00	B-2

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: Fresno County, Kings County, Tulare County, Kern County, Yolo County, Stanislaus County, Merced County.

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 Apprentice Agreement

1) Each apprentice agreement shall conform to the State law governing apprentice 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 apprentice agreement as though expressly written therein.

Article X Termination and Transfer of Agreements

1) During the probationary period, an apprentice agreement shall be terminated by the apprenticeship committee at the request in writing of either party. After such probationary period, an apprentice 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 apprentice 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 apprentice agreement.

Article XI Lay-off

1) If for any reason a lay-off of an apprentice occurs, the apprentice 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 apprentice 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.

Porterville Adult School 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:

Apply in person between the hours of 8am-5pm, Monday thru Friday at 1414 W. Olive Ave., Porterville, CA 93257

Article XVI Records

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

Porterville Adult School
1414 W. Olive Ave
Porterville, CA 93257

Article XVII Annual Compliance

Porterville Adult School will submit an annual compliance report to the Division of Apprenticeship Standards as requested by the Division.

Porterville Adult School 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 Porterville Adult School on June 12, 2026 (Committee approval date).

Employer Organization

Porterville Adult School

1414 W. Olive Ave, Porterville, CA 93257

_____ _____

Larriann Torrez, Porterville USD Adult Ed Director 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

DAS FILE # 101642

Attachment B-1
Training Schedule and Working Conditions

Porterville Adult School

Occupation

Occupation: Pharmacy Technician
O*Net Code: 29-2052.00

Article I Term of Apprenticeship and Probation

The standard term of apprenticeship shall be a competency-based approach, with approximately 2000 on-the-job training (OJT) hours, 483 related and supplemental instruction (RSI) hours, and completed within approximately 12 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 3 months.

Article II Wage Schedule

Professional Worker Wage:

$ 33.64 per hour effective 7/1/2025.

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 Competencies	$ 20.18 /hour*
2nd period	10% Competencies	$ 22.00 /hour*
3rd period	29% Competencies	$ 24.00 /hour*
4th period	49% Competencies	$ 26.00 /hour*
5th period	75% Competencies	$ 30.00 /hour*

6th period	100% Competencies	$ 33.64 /hour*

*Employers are responsible to pay all minimum wages pursuant to local, state, and federal regulations if applicable.

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 with each equipment and material introduction is introduced into its use in the occupation.
3) The major categories in which apprentices will be trained (although not necessarily in the order listed) are as follows:

<u>Competency Check List</u>

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.

1. Perform clerical work in medical settings.
2. Receive written prescription or refill requests and verify that information is complete and accurate.
3. Enter patient information and treatment data into computer databases or software programs.
4. Maintain inventory of medical supplies to order, label, and count stock of medications, chemicals, or supplies and then enter remaining inventory data into computer and order needed inventory or supplies.
5. Compute charges for medication or equipment dispensed to hospital patients and enter data in computer.
6. Record patient medical histories.
7. Establish or maintain patient profiles, including lists of medications taken by individual patients.
8. Restock intravenous (IV) supplies.
9. Add measured drugs or nutrients to IV solutions under sterile conditions to prepare IV packs for various uses, such as chemotherapy medication.
10. Maintain proper storage and security conditions for drugs.
11. Prepare and disperse oral tablets, capsules, solutions, and topical.
12. Transfer medication from vials to the appropriate number of sterile, disposable syringes, using aseptic techniques.
13. Mix pharmaceutical preparations, according to written prescriptions.
14. Process patient prescription or medication order and record patient demographic for medication reconciliation for inpatient or outpatient provider roles and systems.
15. Process prescription/medication orders, record patient demographics, and reconcile medication.
16. Automatic dispensing machine stocking reporting
17. Troubleshoot, regulate, and maintain medication storage units, including the automatic dispensing machine
18. Restock and report automatic dispensing machine inventories and errors for medication and data reconciliation.
19. Repackage bulk medications into unit-dose packaging and label for pharmacist check.
20. Dispense and handle controlled substances.
21. Receive, inventory, and report controlled substance counts.
22. Perform compounding including handling, stocking and preparing of non-sterile hazardous and non- hazardous compounds and sterile hazardous and non-hazardous compounds, relative to US Pharmacopeia USP 795, 797 and 800 guidelines.
23. Identify and adhere to regulations including HIPAA, confidentiality, OSHA guidelines, JCAHO requirements, NIOSH recommendations, USP requirements,

Federal and State Regulations of Controlled and Non-Controlled Medications, and pharmacy policy.

Article IV Related Instruction

Apprentices shall satisfactorily complete prescribed courses of related and supplemental instruction, which will not be less than 483 hours per year. Related and supplemental instruction will be provided by Porterville Adult School.

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

RSI for this program is front loaded due to California state requirements for apprentices to attain a Pharmacy Technician License before performing on-the-job training (OJT). The RSI Classroom Instruction is a PTCB-recognized education/training program that qualifies apprentices to sit for the Pharmacy Technician Certification Exam (PTCE). Passing the PTCE earns the PTCB Certified Pharmacy Technician (CPhT) certification, which qualifies the apprentice to apply for the license. Once exam is passed and license obtained, the apprentice may work within a pharmacy and complete courses listed under RSI Lab Instruction while they learn advanced pharmacy technician skills and competencies. Apprentices will gain the training required to sit for the Certified Compound Sterile Preparation Technician exam and apply for CPhT-Adv license that allows the student to work with IV's and compounding procedures found in hospital Pharmacy scenarios. Due to the nature of the occupation, the number of RSI hours is set by the California Board of Pharmacy.

RSI Courses:

Classroom Instruction

Pharmacy Calculations 24 Hours
Covers mathematical skills necessary in pharmacy practice, including dosage calculations, conversions, and measurement systems used in preparing and dispensing medications.

Pharmacology and Medication Doses, Side-Effects, and Classes 56 Hours
Introduces drug classifications, mechanisms of action, therapeutic uses, side effects, and contraindications. Emphasis on safe dosage calculations and medication interactions.

Inventory Control and Purchasing 8 Hours
Teaches inventory systems used in pharmacies, purchasing protocols, stock rotation, expiration tracking, and managing shortages or recalls.

Medication Reconciliation 16 Hours
Focuses on procedures to ensure accurate and complete medication records across transitions of care. Trainees learn how to compare prescriptions, identify discrepancies, and communicate with providers.

Infection Control 20 Hours
Explores best practices to prevent contamination and disease spread in pharmacy settings, including sterilization techniques, PPE use, and hygiene standards.

Vaccinations / Point-of-Care Testing 16 Hours
Provides foundational knowledge on immunization protocols and basic point-of-care diagnostics such as glucose testing, with legal and clinical guidelines.

Handling and Compounding of Non-Sterile, Sterile, & Hazardous Compounds 52 Hours
Discusses preparation of various compound types in compliance with USP, including aseptic techniques, labeling, and safety.

Federal and State Laws / Regulations for Pharmacy Technicians 32 Hours
Reviews pharmacy technician scope of practice, licensing requirements, and duties under California and federal laws.

Federal and State Laws / Regulations of Controlled and Non-Controlled Medications

24 Hours
Explains legal classification of medications, DEA schedules, prescription requirements, and proper documentation for controlled substances.

OSHA, JCAHO, NIOSH, USP, HIPAA, and Other Governing Regulations 20 Hours
Covers compliance with workplace safety, health standards, and patient privacy regulations relevant to pharmacy operations.

RSI Laboratory Instruction

Compounding of Non-Sterile and Sterile Hazardous and Non-Hazardous Compounds

148 Hours
Hands-on lab training for compounding sterile IV solutions, creams, and hazardous drugs following USP guidelines.

Pharmacy Calculations (Lab) 16 Hours
Practical exercises in calculating dosages, preparing medications, and measuring ingredients with accuracy and precision.

Vaccinations / Point-of-Care Testing (Lab) 16 Hours
Simulated and supervised practice in administering immunizations and conducting basic diagnostic tests.

Ethics, Professional and Problem-Solving Skills 15 Hours
Emphasizes communication, professionalism, teamwork, ethical decision-making, and conflict resolution in pharmacy settings.

BLS Healthcare Provider Certification 10 Hours
Basic Life Support training including CPR and emergency response for healthcare professionals.

Wellness Promotion and Disease Prevention 10 Hours
Education on public health strategies, patient education, and the pharmacy technician's role in health promotion.

Total RSI Instruction Hours: 483 hours

Article V Ratio

The ratio of apprentices to professional workers shall be:

1) Ratio #1: Each professional worker may supervise 1 apprentice(s)

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Attachment B-2
Training Schedule and Working Conditions

Porterville Adult School

Occupation

Occupation: Surgical Technologist
O*Net Code: 29-2055.00

Article I Term of Apprenticeship and Probation

The standard term of apprenticeship shall be a competency-based approach, with approximately 2000 on-the-job training (OJT) hours, 516 related and supplemental instruction (RSI) hours, and completed within approximately 12 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 3 months.

Article II Wage Schedule

Professional Worker Wage:

$ 33.64 per hour effective 7/1/2025.

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 Competencies	$ 20.18 /hour*
2nd period	10% Competencies	$ 22.00 /hour*
3rd period	29% Competencies	$ 24.00 /hour*
4th period	49% Competencies	$ 26.00 /hour*
5th period	75% Competencies	$ 30.00 /hour*

6th period	100% Competencies	$ 33.64 /hour*

*Employers are responsible to pay all minimum wages pursuant to local, state, and federal regulations if applicable.

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 with each equipment and material introduction is introduced into its use in the occupation.
3) The major categories in which apprentices will be trained (although not necessarily in the order listed) are as follows:

<u>Competency Check List</u>

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.

1) Maintain sterile operative fields internally and externally of surgical procedures and operating rooms.
2) Scrub arms and hands and assist the surgical team to scrub and put on gloves, masks, and surgical clothing.
3) Clean and restock operating room, gathering and placing equipment and supplies and arranging instruments according to instructions, such as a preference card.
4) Count sponges, needles, and instruments before and after operation.
5) Verify and maintain supply of fluids, such as plasma, saline, blood, or glucose, for use during operations.
6) Assist healthcare practitioners during surgery by providing the surgeons, anesthesiologists and surgical assistants with help by performing directed tasks during operation.
7) Demonstrate safe handling of instruments and supplies when providing equipment to surgeons and surgical assistants.
8) Prepare dressings or bandages and apply or assist with their application following surgery.
9) Prepare patients for surgery, including positioning patients on the operating table and covering them with sterile surgical drapes to prevent exposure.
10) Protect patients or staff members using safety equipment.
11) Clean medical equipment or facilities by washing equipment, disinfecting equipment, sterilizing equipment and facilities, and utilizing the proper germicides, sterilizers and detergents and procedures to ensure a completely sterile environment.
12) Prepare, care for, and dispose of tissue and biological specimens taken for laboratory analysis.
13) Adjust settings or positions of medical equipment.
14) Demonstrate the proper technique and care to operate, assemble, adjust, or monitor sterilizers, lights, suction machines, diagnostic and therapeutic equipment to ensure proper operation and sanitization.
15) Understand supply management and obtaining needed medical and surgical supplies or equipment.
16) Monitor patient conditions during treatments, procedures, or activities.
17) Observe patients' vital signs to assess physical condition and report abnormal findings
18) Record patient medical histories.
19) Maintain files and records of surgical procedures.

20) Prepare the patient, operating room, equipment and supplies necessary for the functions of an operating room team member.

21) Successfully complete 50 scrubs into General surgical operations and assist in operation and procedures.

22) Successfully complete 75 scrubs in at least three specialty areas and assist in operation and procedures.

Note: Apprentices will complete a minimum of 125 live-patient surgical cases (at least 90 in the first scrub role) as verified by a supervisor and recorded on NCCT's Critical Skill Competency Documentation form. TS-C certification is issued once all required cases are verified.

Article IV Related Instruction

Apprentices shall satisfactorily complete prescribed courses of related and supplemental instruction, which will not be less than 516 hours per year. Related and supplemental instruction will be provided by Porterville Adult School.

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

RSI is front loaded because apprentices must complete related instruction before participating in live surgical cases. RSI is delivered through Porterville Adult School's Surgical Technologist program, which the National Center for Competency Testing (NCCT) has validated for Route 1 eligibility for the Tech in Surgery-Certified (TS-C) exam On completing RSI, apprentices may sit for the TS-C exam.

RSI Courses:

Tissue Types: Epithelial and Connective Tissues 20 hours
Explores the classification, structure, and function of epithelial and connective tissues. Students learn how these tissues support organ function and their relevance in surgical healing and pathology.

Human Organs & Systems of the Body 20 hours
Provides a comprehensive overview of major organ systems and their interdependence. Topics include structural and functional aspects critical to surgical procedures and patient care.

Integumentary System 10 hours
Focuses on the skin and associated structures, wound healing, and surgical considerations such as incisions, suturing, and grafting techniques.

Skeletal System 16 hours
Covers bone structure, functions, and common orthopedic surgical interventions. Emphasizes fracture repair, joint replacement, and the role of sterile technique in skeletal procedures.

Muscular System 10 hours
Examines muscle types and functions. Surgical applications include understanding incisions through muscle layers and muscle repair.

Nervous System 10 Hours
Explores the central and peripheral nervous systems, focusing on neurosurgical procedures, anesthesia considerations, and patient monitoring.

Cardiovascular System 20 hours
Details heart and blood vessel anatomy, circulation, and common cardiovascular surgeries. Includes hemodynamic monitoring and managing sterile field during cardiac procedures.

Endocrine System 10 hours
Reviews hormone-producing glands and surgical interventions for disorders such as thyroidectomy and adrenalectomy.

Digestive System 10 hours
Covers anatomy and physiology of the digestive tract. Includes procedures such as appendectomy, cholecystectomy, and gastrointestinal resections.

Lymphatic System 10 hours
Focuses on lymph nodes, vessels, and immunity. Includes surgical relevance in cancer staging and infection control.

Urinary System 10 hours
Explores kidney and bladder anatomy, and procedures such as catheterization, nephrectomy, and cystoscopy.

Male/Female Reproductive Systems 10 hours
Covers reproductive anatomy and common gynecologic and urologic surgeries, including hysterectomy and vasectomy.

Sensory System 10 hours
Examines organs of sight, sound, and sensation, with emphasis on ophthalmic and ENT surgical procedures.

Surgical Theory (Clinical) 60 hours
Introduces principles of sterile technique, surgical case management, and the surgical technologist’s role during the preoperative, intraoperative, and postoperative phases.

Lab: Surgical Skills Practicum 70 hours
A hands-on lab emphasizing instrumentation, draping, gowning, gloving, suturing, and equipment setup. Reinforces theory through practical application.

Pharmacology/Anesthetics 20 hours
Covers medications used in surgery, including anesthetics, sedatives, and emergency drugs. Students learn proper handling, dosage calculation, and monitoring effects.

Infection Control 16 hours
Teaches aseptic techniques, sterilization methods, and strategies for reducing surgical site infections. Includes CDC and OSHA compliance. (16hrs)

Hematological Principles of Surgery 18 hours
Focuses on blood composition, coagulation, and transfusion protocols. Students learn how to assist in surgeries with blood loss and manage hemostatic agents.

All Hazards Preparedness 5 hours
Introduces protocols for natural disasters, pandemics, and mass casualty events. Emphasizes the surgical team's role in emergency readiness.

Practical Operation Support 5 hours
Covers support roles including patient transport, equipment setup, and supply management in surgical environments.

Clinical Demonstration Lab 140 hours
Extensive clinical simulation where students demonstrate proficiency in all surgical tech responsibilities under simulated OR conditions.

Communication 4 hours
Develops effective communication skills for interacting with surgical teams, patients, and interdisciplinary staff.

HIPAA 12 hours
Covers patient privacy laws, confidentiality requirements, and proper documentation protocols in a healthcare setting.

Total RSI Hours: **516 hours**

Article V Ratio

The ratio of apprentices to professional workers shall be:

4) Ratio #1: Each professional worker may supervise 1 apprentice(s)