BULLETIN 2014-12 April 29, 2014

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| U.S. Department of LaborEmployment and Training Administration, Office of Apprenticeship (OA) Washington, D.C. 20210 | Distribution:A-541 HdqtrsA-544 All Field TechRA_logo_RedBlue_RGBA-547 SD+RD+SAA+; Lab.Com | Subject: New Apprenticeable Occupation: Health Information Technology (IT) SpecialistCode: 200.1  |
| Symbols: DSNIP/SHS | Action: Immediate |
| **PURPOSE:** To inform the staff of OA and the State Apprenticeship Agencies (SAA), Registered Apprenticeship program sponsors, and other Registered Apprenticeship partners of a new apprenticeable occupation:   Health IT Specialist O\*NET-SOC Code: 15-1151.00  RAPIDS Code: 2024HY Training Term: 2,000 hours  Type of Training: Hybrid **BACKGROUND:** A consortium consisting of representatives from federal agencies, industry and community colleges submitted the following occupation: Health IT Specialist for apprenticeability determination. This group consisted of the following individuals: Ms. Chitra Mohla, Director, Workforce Program Office of Provider Adoption Support, U.S. Department of Health and Human Services; Mr. Wesley B. Gipe, Chief Executive Officer, Agil IT; Mr. Douglas M. Ventura, Executive Vice President, Agil IT; Ms. Norma Morganti, Executive Director, Health Information Technology, Cuyahoga Community College and Ms. Patricia Dombrowski, Director, Life Science Informatics Center, Bellevue College.Under the supervision of a senior practice optimization consultant, Health IT Specialists will perform the following essential tasks and functions: conduct data collection, entry and analysis using standardized processes and toolsets; create practice profiles, including demographics, operational data and key performance indicator gap reports; participate in and documentation of on-site practice process, workflow and operational reviews; generate draft findings presentations for senior consultant review; coordinate remedial training and implementation of recommendations and assist practice with implementation of dashboard tools; collect performance monitoring data and perform data entry into monitoring toolsets; draft quarterly reports and perform preliminary analysis; participate in and conduct documentation of quarterly reports to practice.Health IT Specialist will be added to the list of occupations recognized as apprenticeable by OA when the list is reissued. A suggested Work Process Schedule and Related Instruction Outline are attached.If you have any questions, please, contact Stephen Sage, Apprenticeship and Training Representative at 202-693-3321.**ACTION:** 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.**NOTE:** This bulletin is being sent via electronic mail.Attachments   |