



State of Nevada
Speech-Language Pathology, Audiology & Hearing Aid Dispensing Board

Apprentice Sponsorship & On-Site Training Agreement

HAS Apprentice Applicant

Name: _____

Employer: _____

Location/Address: _____

Sponsor

Name: _____

NV License #: _____

Employer: _____

Location/Address: _____

Apprentice & Sponsor Agreement

Please initial each section below to indicate your understanding and agreement with the Apprenticeship requirements:

Academic Training Requirements

[NAC 637B.0392](#)

The academic portion of the Apprentice's in-service training must be specific to the training and education necessary to perform competently the duties and responsibilities necessary for the practice of fitting and dispensing hearing aids and must include, without limitation, training and education concerning all of the following:

- Laws and rules relating to ethics
- Federal laws and rules governing hearing aids
- Infection controls
- Basic hearing science
- Hearing instrument science and fitting practices
- Audiometric testing and masking

Please indicate what academic program will be utilized to fulfill this requirement:

IHS Distance Learning Program

Other: _____

<hr/> Apprentice	<hr/> Sponsor	On-Site Training and Work Experience Requirements NAC 637B.0394(1)(2)(a-i)
<p>An Apprentice must complete on-site training and work experience under the direct supervision of a licensed sponsor. This training must be completed over a minimum of 16 hours per week, 30 weeks per year, or a minimum of 2 years, and include training on and evaluation of the Apprentice's mastery of the following core competencies:</p> <ul style="list-style-type: none"> • Sanitation protocols • The identification and documentation of the needs of a client • Visual inspections of the ear and otoscopic examinations • Audiometric testing • The results of hearing evaluations • Ear impressions, preparations, and molds • Physical and electronic checks of hearing aids • The fitting, programming, troubleshooting, adjusting, and repairing of hearing aids • Client documentation 		
<hr/> Apprentice	<hr/> Sponsor	Evaluation & Documentation of Apprentice Competency
<p>NAC 637B.0398(1)(b,c,d)</p> <p>The Sponsor must:</p> <ul style="list-style-type: none"> • Determine the competency level of the apprentice to perform tasks relating to fitting and dispensing hearing aids. • Evaluate the work of the apprentice. 		
<hr/> Apprentice	<hr/> Sponsor	<p>NAC 637B.0394(3)(a,b)</p> <p>The apprentice and sponsor must jointly:</p> <ul style="list-style-type: none"> • Review the progress of the apprentice in achieving each core competency set forth in subsection 2; and • Document the proficiency of the apprentice in each core competency by signature and date, on a form provided by the Board. <p>NAC 637B.0394(4)(a,b)</p> <p>The Board may require a sponsor to provide to the Board:</p> <ul style="list-style-type: none"> • A report on the training of and core competencies achieved by an apprentice; and • Proof of compliance with the supervisory responsibilities of the sponsor.
<hr/> Apprentice	<hr/> Sponsor	<p>Direct Supervision Required NAC 637B.0398(1)(a);(5)(a,b)</p> <p>The Sponsor must provide direct supervision to the Apprentice in accordance with NRS 637B and NAC 637B as follows:</p> <ul style="list-style-type: none"> • Year 1: Direct supervision by being physically on-site at the same location as the Apprentice. • Years 2 & 3: After year 1 and after I receive Board approval, I may provide direct supervision by maintaining daily communication with the apprentice without being physically on-site at the same location as the apprentice. • Exceptions: The Apprentice is not required to be under the Sponsor's direct supervision when performing any of the duties that may be delegated to an unlicensed assistant, as detailed in NAC 637B.0398(3), LCB File R108-23, Sec 7

Apprentice	Sponsor	Sponsor Daily Review of Apprentice Work NAC637B.0398(2) The Sponsor must review and sign the apprentice's work on a daily basis and ensure it is signed by the apprentice.
Apprentice	Sponsor	Sponsor Notification to the Board NAC 637B.0398(1)(e)(1-5) The Sponsor must provide written notification to the Board if any of the following occur: <ul style="list-style-type: none"> • The apprentice is no longer under the sponsorship of the sponsor. • The apprentice withdraws from or terminates the in-service training. • The sponsor withdraws as a sponsor for the apprentice. • The apprentice has completed 1 year of in-service training under the direct supervision of the sponsor, and the sponsor believes the apprentice is competent to work without physical on-site supervision. • The apprentice successfully completes all the requirements for in-service training.
Apprentice	Sponsor	Same Employer Required NAC 637B.0396(1)(c) The Apprentice and Sponsor must have the same employer for the duration of the Apprenticeship. During the first year, as described in "direct supervision" above, this includes being physically located at the same site while training.
Apprentice	Sponsor	Apprentice/Sponsor Maximum Ratios NAC 637B.0396(2) A Sponsor may supervise no more than 2 Apprentices at one time. An Apprentice may have no more than 2 Sponsors at one time.
Apprentice	Sponsor	Supervision of Work & Civil Liability NRS 637B.236(1);(4)(a,b) The Sponsor assumes responsibility and civil liability for the negligence or incompetence of the Apprentice, defined as follows: <ul style="list-style-type: none"> • "<i>Incompetence</i>" means a lack of ability to practice safely and skillfully as a licensed apprentice arising from a lack of knowledge or training or an impaired physical or mental capability, including an alcohol or other substance use disorder. • "<i>Negligence</i>" means a deviation from the normal standard of professional care exercised generally by Apprentices.
Apprentice	Sponsor	Selection of Hearing Aids NRS 637B.236(2) The Sponsor must approve any selection of a hearing aid for a customer made by the Apprentice.
Apprentice	Sponsor	Approval of Audiograms & Sales Documents NRS 637B.236(3) Any audiogram or sales document prepared by the apprentice must be signed by both the apprentice and sponsor.
Apprentice	Sponsor	Board Approval for an Apprentice to Manage Office NAC 637B.0398(4) An apprentice may not maintain, run or operate an office or a satellite office in which hearing aids are fitted and dispensed without the approval of the Board.

<hr/> Apprentice	<hr/> Sponsor	Apprentice Identification & Use of Title NRS 637B.237
		<ul style="list-style-type: none"> • A licensed apprentice must identify themselves as an apprentice while engaged in the practice of fitting and dispensing hearing aids. • Any advertisement or promotional materials that refer to an apprentice must identify the apprentice as an apprentice.
<hr/> Apprentice	<hr/> Sponsor	Limitation on Period of Apprenticeship NRS 637B.238
		<p>A person may not serve as a licensed apprentice for more than 3 years without passing the written and practical hearing aid examinations prescribed in NRS 637B.194.</p>
<hr/> Apprentice	<hr/> Sponsor	Display of License NRS 637B.239
		<p>Every hearing aid specialist and licensed apprentice shall display their license conspicuously in each place where the licensee conducts business as a hearing aid specialist or a licensed apprentice.</p>

This document serves as a training guideline and agreement between the Apprentice and their Sponsor for the duration of the apprenticeship program.

My signature below certifies that I have read and will comply with all applicable provisions of Chapter 637B of the Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC). I understand that failure to do so may result in disciplinary or administrative action.

Apprentice Signature

Date

Sponsor Signature

Date