**Teacher WBL Requirements**

* Attend 2 day TDOE training session and earn one PLC credit during school year to receive initial certification
	+ Recertify by earning 3 PLC credits at regional PLCs within 1 year and pass a child labor law quiz yearly
* Assure student meets the student WBL requirements
* Complete, manage and maintain all WBL student records

**Student WBL Requirements**

* Be at least 16 years of age
* Be on track to graduate and not lacking in credits for their grade level
* Have a 90% attendance rate
* Must be completing Work-Based Learning: Career Practicum (6105) as the 3rd or 4th course in the CTE program of study/elective focus and placed within an aligned occupation

**General WBL Requirements**

* For paid experiences, all workplaces must be considered licensed businesses
* For paid experiences, Worker’s Compensation must be provided (all businesses employing 5 or more workers are required to provide WC)
* Students must be at the worksite the equivalent number of hours they would be in the classroom per week (135 total hours)
* Course standards, covering soft skills, must be addressed and competency information must be recorded in e-TIGER for all students receiving credit in course 6105 or other CTE Specialized Practicum courses.

**Specialized WBL Requirements**

**Healthcare Placement**

* Healthcare related experiences, where there is anticipated contact with patients, must be under the supervision of a health science instructor.
* Healthcare WBL experiences are part of Clinical Internship
* All healthcare placements must be enrolled in health science courses
* OSHA and HIPAA training must be on file for 7 years
* Vaccines and CPR training are required
* Hazardous Occupation Exemption Forms must be in place
* Medical liability policies must cover each participant
* Safety exams, indicating 100% mastery, must be kept on file for 7 years after the experience
* Clinical Internship students must complete the WBL Portfolio.

**Construction, Manufacturing, & Automotive Placement**

* Must be under the supervision of the program of study instructor, or program of study instructor must perform initial safety visit in conjunction with WBL certified instructor
* Hazardous Occupation Exemption Forms must be in place
* Students can only perform the hazardous occupation for one hour per shift
* Safety tests indicating 100% proficiency must be on file and kept on file 5 years after the placement.