



COMMUNITY HEALTH AIDE ACADEMIC REVIEW COMMITTEE



Northwest Portland Area Indian Health Board



Date

October 16, 2025

Table of Contents

I. Agenda	1
II. CHARC Purpose/Orientation/Route for Approval of Curriculum	2
III. Introductions & CHARC Seating Chart	3
IV. CHARC Curriculum a Brief Overview	4
V. CHA 101 First Review & Read	6
VI. November 2025 Meeting Dates	7
VII. December 2025 Meeting Dates	8

CHARC Purpose

CHARC is a subcommittee of the Portland Area CHAP Certification Board that advises Tribal Community Health Provider Program and CHA/P education sites in matters of Community Health Aide/Practitioner Basic Education, including curriculum, eCHAMP, clinical training, credentialing, continuing education and standards.

- To develop, implement, and evaluate all training curricula for the Community Health Aide (CHA) and Community Health Practitioner (CHP).
- To oversee and periodically review the electronic Community Health Aide Manual for Practice (eCHAMP) and all other reference materials generic to the program.
- To review and make recommendations on all permanent catalog courses for Community Health Aide/Practitioner instruction through the NPAIHB or other accredited postsecondary educational institution.
- Maintain a relationship with a higher education institution for curriculum expertise.
- To develop a uniform process for the achievement and maintenance of competence and credentialing of the Community Health Aide/Practitioner.
- To make recommendations regarding the establishment of standards for Community Health Aide/Practitioner education in the Portland Area and the Portland Area CHAP Certification Board (PACCB).
- To advise the PACCB in matters of Community Health Aide/Practitioner Basic Education and continuing education.
- To make recommendations to the PACCB regarding the establishment of guidelines for clinical training and supervision of CHA/Ps



Tribal Community Health Provider Program | Community Health Aide/Practitioner

Community Health Academic Review Committee (CHARC) Meeting

Thursday, October 16, 2025

12pm-2pm PT

Topic	Packet Page
Review Agenda; explain packet - 5 min	1
CHARC Purpose/CHAP Orientation/Route for Approval of Curriculum - 15 min	2
Pilot Site Update - 5 min	-
Introductions and CHARC Seating Chart -15 min	3
CHAP Curriculum Brief Overview - 10 min	4
eCHAMP Overview - 10 min	-
CHA 101 - 1st eyes - 35 min What does CHARC have to do for CHA 101 Curriculum Read + Provide Feedback Deadline for Feedback to Rebecca: 10/30/25 Documents: ● CHA 101 Detailed Curriculum ● CHA/P Terminology	6
Questions - 10 min	-
Recap - 5 min	-

<p>Pick a date for November Meeting</p> <p>Must be before 11/12/25 to approve CHA 101 —> PACCB</p>	-
Homework - 3 min	-
<p>November meeting agenda - 3 min</p> <ul style="list-style-type: none"> ● Approve CHA 101 for PACCB review ● Review Bylaws - homework read and provide feedback ● CHA/P Program Overview ● CHARC Orientation cont'd 	7
<p>December meeting agenda - 2 min</p> <ul style="list-style-type: none"> ● Approve Bylaws ● S&P's review ● Elect chairperson 	8

The CHARC Membership

The Community Health Academic Review Committee satisfies the Portland Area Standard and Procedures if it includes:

- i. A certified Community Health Aide/Practitioner (CHA/P)
- ii. Five healthcare practitioners (MD, PA, NP), as defined in section 2.30.010 [supervision of CHA/Ps] who are employed by the IHS, a tribe, or tribal organization, provided that at least:
 1. One must be a provider serving a Portland Area tribal clinic actively engaged in clinical practice
 2. One must be a provider serving a Portland Area tribal clinic actively engaged in clinical practice
 3. One must be a provider serving a Portland Area tribal clinic and in a supervisory role of CHA/Ps
 4. One must be a provider with CHAP experience
 5. One must be a provider actively involved in community health aide training
 - a. One of the above providers will sit as a representative on the Portland Area CHAP Certification Board
 6. Portland Area Chief Medical Officer; to the extent feasible
 7. One representative from a partnering academic institution
 8. At least one representative from NPAIHB to serve as technical assistance

Route for Curriculum Approval

The Community Health Aide curriculum must be approved by the Portland Area Certification Board and Alaska Area Certification Board.



01

02

03

Seating Matrix - October 2025



NPAIHB CHAP Curriculum Overview

CHAP Foundation Courses			Hours
Human Anatomy, Physiology and Medical Language			60
Medical Math and Medicine Skills			36
Epocrates App for Medicine Information and Dosing			6
Student Success			14
HOURS			116
Basic Life Support (BLS) for Healthcare Professional			8
Emergency Medical Responder (EMR)			50
Electronic Health Record (EHR)			16
CHA 101	Hours	CHA 102	Hours
Introduction to CHAP System & Education Process	1.5	Introduction to the Life Cycle of the Human	3
Introduction to the CHA/CHP	3	Introduction to Nutrition, Exercise, and Lifestyle Changes	4
Indigenous Practices for Self Care: Part 1	1	Indigenous Practices for Self Care: Part 2	1
	16.5		

Introduction to Clinical Patient Care		Chronic Care of the Patient	68
The Physical Exam	30	Medicines & Pharmacology: Part 2	4
Diagnostic Tools	5.5	Well Child & Teen	4
Medicines and Pharmacology: Part 1	5	Introduction to Immunizations and Giving Injections	4
Acute Care of the Pediatric Patient	3	Women's Health, Prenatal Care, Family Planning	12
Acute Care of the Adult Patient	97.5	Introduction to Behavioral Health: Part 1	11
Acute Care of the Pregnant Patient	2		
Emergency Care of the Patient: Part 1	14	Emergency Care of the Patient: Part 2	10
Skills Labs (Skills and Procedures In Person Practice and Sign Off) <ul style="list-style-type: none"> ● Signing off of competency of skills may occur at anytime between week of Skills Lab and completion of CHA Internship 	40	Skills Labs (Skills and Procedures In Person Practice and Sign Off) <ul style="list-style-type: none"> ● Signing off of competency of skills may occur at anytime between week of Skills Lab and completion of CHA Internship 	40
Clinicals 2 hours/week for Weeks 1-12 12 patient encounters total 6 active participant-AP 6 primary provider-PP	24	Clinicals 16 hours/week for Weeks 7-11 30 patient encounters total 12 active participant-AP 18 primary provider-PP	80

PP on acute visits only			
Evaluation of Knowledge and Skills	2	Evaluation of Knowledge and Skills	4
HOURS	245	HOURS	245
		Cultural Foundations in Health	30

CHA Internship ~ 5 weeks

- Signing off of competency of skills may occur at anytime between week of Skills Lab and completion of CHA Internship
- If student does not demonstrate competency of all required CHP skills, additional time may be added to the Internship at the discretion of the clinical instructor with consultation of TCHPP education director.

Direct Patient Care (80+ encounters all as primary provider)

5 weeks;

35h/week clinicals

5h/week case studies

HOURS 200

Students are eligible to apply for certification as a CHA and begin to functioning as a CHA in clinic

CHP 201	Hours	CHP 202	Hours
Community Health: Part 1	15	Community Health: Part 2	15
Immunizations Management	5	Chronic Care Patient Management	2
The Home Visit	5	Cancer	2

Healthy Eating and Nourishment	10	Behavioral Health: Part 3	10
Behavioral Health: Part 2	10	Family and Social Issues: Part 2	6
Family and Social Issues: Part 1	15	Wellness and Prevention	8
Emergency Care of the Patient: Part 3	5	Clinic Management	4
Elder Care	8	Critical Incident Stress Management and Debriefing	4
		CHP Special Topics	2
		Case Presentations by Students	20
Skills Lab (Skills and Procedures In Person Practice and Sign Off)	40	Skills Lab (Skills and Procedures In Person Practice and Sign Off)	40
Clinicals 16 hours/week for Weeks 3-10 64 patient encounters total 50 as primary provider-PP 14 as active participant-AP	128	Clinicals 16 hours/week for Weeks 3-10 64 patient encounters total 50 as primary provider-PP 14 as active participant-AP	128
Evaluation of Knowledge and Skills	4	Evaluation of Knowledge and Skills	4
HOURS	245	HOURS	245

Health Equity and Disparity Concepts	30		
CHP Internship ~ 5 weeks <ul style="list-style-type: none"> • Signing off of competency of skills may occur at anytime between week of Skills Lab and completion of CHA Internship • If student does not demonstrate competency of all required CHP skills, additional time may be added to the Internship at the discretion of the clinical instructor with consultation of TCHPP education director. <p style="text-align: right;">Direct Patient Care 105+ patient encounters total 5 weeks; 35h/week clinical + 5h/week case studies</p>			
HOURS			200
CHP Preceptorship			
Direct Patient Care			80
Evaluation and Testing			20
HOURS			100
Students are eligible to apply for certification as a CHP and begin to function as a CHP in clinic			
Sole Provider Course - can be taken after CHA 102 or CHP 202 <p style="text-align: right;">Diagnostics and Clinic Management Additional Skills Unique to a Remote Clinic with Limited Staffing Emergency Knowledge</p>			60

In Person Skills Lab	
TOTAL HOURS ALASKA	NPAlHB
Pre-session/Foundations 40	116
Class/Knowledge 280	446
Skills 192	194
Clinical 777	760
Preceptorship Clinicals 30	80
Total 1319	1596
Cultural Coursework —	60
Sole Provider Course —	60



