



Medical Assistant – San Joaquin Valley College (Fresno Campus)

San Joaquin Valley College (SJVC) prepares graduates for professional success by offering Baccalaureate and Associate of Science Degrees and Certificates of Completion in business, medical and technical career fields. The College serves a diverse student population with a common interest in professional development through career-focused higher education. The College is committed to student development through the achievement of measurable learning outcomes, emphasizing a balance of hands-on training and academic instruction. The College identifies and responds to the educational and employment needs of the communities it serves. The College is committed to the success of every student.

Program Overview

SJVC's Clinical Medical Assisting program prepares graduates to work in medical offices and clinics.

Program Highlights

- SJVC offers a hybrid model. Students will be required to attend an on-campus lecture and lab two days a week for approximately 3 hours on either Monday and Wednesday or Tuesday and Thursday. In addition, there is one day a week of live online lecture, with the remainder of the lecture content completed online on your own.
- Labs are in the afternoon and evenings (12:30-5:00 PM or 5:30-10:15 PM).
- Students are expected to spend the approximate study time below:
 - For every hour of lecture, students should expect to spend 2 hours out of class.
 - For every hour of lab, student should expect to spend 0.5 hours out of class.
- The program will be completed in 37 weeks.
- Students will be required to complete an externship, approximately 160 hours, toward the end of the program. Students should plan to be available to complete the externship full-time during standard business hours.

Number of Credits Earned

36 semester units

San Joaquin Valley College Admission Requirements

- 18 years of age or older at the time of the externship portion of the program
- High school diploma or equivalent
- International transcripts will be acceptable but must be evaluated and equivalent to US high school diploma prior to acceptance to the program.
- Reside in California
- All applicants must be citizens, permanent residents, or eligible noncitizens of the United States. Documentation of eligibility status may be required.
- Applicants will participate in an interview with admissions personnel.



- Students will be required to complete the financial aid process to determine eligibility for a PELL Grant, including filling out the Free Application for Federal Student Aid (FAFSA). There are no student loans indebted to the student as the tuition is paid by Futuro Health.
- Willingness to work with bodily fluids such as urine or blood.
- Ability to perform moderately taxing continuous physical work, often requiring prolonged sitting and/or standing over several hours.
- Willing to commit 3-4 hours per day (estimated at 20-25 hours per week) of study time.
- Computer and internet proficiency with home access to consistent, reliable high-speed internet and a reliable, working computer or laptop.
- English proficiency
- Reliable transportation to attend on-campus lectures, labs, and the externship site.
- Reliable childcare and time to devote to schoolwork outside of scheduled class hours.
- Negative drug screen and cleared background check – no felony convictions (there are administered during the program).
- Completion and passage of applicable Futuro Health jump start courses or completion and passage of application entrance assessments if admitted directly to the college by Futuro Health.
- Completion of Online Readiness Assessment – Wonderlic with a score of 12 or higher.
- Proof of graduation from an institution providing secondary education or the equivalent, recognized by the U.S Department of Education.
- Students will be required to complete all health screening and immunization requirements of the extern site prior to beginning externship hours.

Foreign Students

Applicants indicating that they graduated from a foreign high school and have the equivalent of a U.S. secondary education must present original credentials (diploma, transcript, etc.). In addition, documentation from foreign countries must be translated and certified to be at least the equivalent of a U.S. high school diploma.

Foreign Transcripts

Coursework taken at a foreign institution (excluding secondary school documents that are in English and are recognized by the U.S. Department of Education) must be evaluated for equivalence to coursework taken at a United States institution. Concorde only accepts for consideration the evaluations of foreign coursework conducted by agencies approved by the National Association of Credential Evaluation Services (NACES) or Association of International Credential Evaluators, Inc. (AICE), which charge applicants directly for these services. Listings of approved agencies can be found at:

- <https://www.ierf.org/>
- www.naces.org



- www.aice-eval.org

Enrollment Process

- After completing and successfully passing the Jump Start courses, program staff will reach out to the student by phone, text or email to begin the enrollment process. Candidates will create an enrollment portal with the assistance of admissions personnel.
- Candidates will meet with the Financial Aid office to complete a FAFSH form to determine eligibility for a PELL Grant.
- Candidates will attend an orientation by the Program.

Tuition/Fees

Futuro Health is prepaying the cost of tuition, student supports, textbooks, course materials and exam costs for all students who begin their journey before May 31, 2021. However, the following fees do apply:

- Futuro Health registration fee: \$100 for the Medical Assistant Program
- Membership for education and training: \$20 per month
- Students will be required to complete the financial aid process including filling out the Free Application for Federal Student Aid (FAFSA)

Computer/Skill Requirements

All students will need regular, home access to a computer and high-speed internet. Your computer will need at least a 2GHz processor or faster, 4 GB RAM or more, built-in or external speakers, USB 2.0 port or adaptor, a webcam supported operating system, Windows 7 or higher, Chrome OS, or MacOS Sierra 10.12 or higher.

Mentoring & Tutoring Available

- Tutoring is available for all students at SJVC.
- Fresno faculty will schedule time as needed and tutoring is done through teams or phone calls.
- There is no tutoring available on campus.
- Tech support is done virtually through the help desk or iPad assistance from the faculty coach.
- There is no access to the physical library, the LIRN database is available online 24 hours a day and can be accessed through infoZone.

Externship

Every student is required to complete an externship as part of their Medical Assistant training. An externship provides students with an opportunity to work closely with experienced professionals in their chosen field. Under the supervision of an experienced Medical Assistant, they will provide direct patient care, perform treatments, educate patients and assist the doctor with procedures, allowing them to practice and develop the skills necessary to work in the healthcare industry.



An externship allows students to apply what they learned in their Medical Assistant Program in real time. Externships typically occur in a clinic, hospital, or primary care office selected by SJVC.

The Medical Assistant Program externship is a 160-hour commitment over 5-6 weeks. Because the externship is during the times when healthcare facilities are open and seeing patients, this is a commitment (Monday-Friday, sometimes Saturday) for 5-6 weeks --which means that it is very important that students discuss and pre-arrange with their employer, if applicable, ahead of time so that they can take the time off to do their externship.

Grading Information

- SJVC incorporates a competency-based grading system in the forms of “mastery” assessments where students are required to demonstrate “mastery” of any student learning outcome. These are standardized in every program and are typically exam based or rubric based assessments.
- SJVC still incorporates grades for formative and other summative non-mastery assessments in the forms of homework, projects, quizzes, exams, skills, and professionalism in the calculation of the final grade.

90	-	100%	=	A
80	-	89%	=	B
70	-	79%	=	C
65	-	69%	=	D
Below 65			=	F

Immunization Requirements

- TB Skin Test: Proof of negative TB test reading within 6 months.
- Hepatitis B or proof of immunity.

Important Contacts

April Le, Admissions Advisor: April.Le@sjvc.edu - 442-286-0914.

Wendi Oliveira, Director of Admissions: WendiO@sjvc.edu - 559-302-1839

Mailing Addresses

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