

**Articulation Agreement
Between**

**VALENCIA COLLEGE
A.S. degree in Medical Administration
and**

**VALENCIA'S ACCELERATED SKILLS TRAINING PROGRAM
in
Clinical Medical Assisting**

In a continuing effort to provide career ladder opportunities for students in career and technical education programs, Valencia College agrees to extend full college credit at no cost (other than the application for admission fee) to eligible students who have completed Valencia's Accelerated Skills Training Program in Clinical Medical Assisting.

COURSE EQUIVALENCY IN SPECIALIZED COURSES

**ACCELERATED SKILLS TRAINING VALENCIA COLLEGE PROGRAM
PROGRAM**

**Clinical Medical Assisting
(180 Hours)**

Medical Administration A.S. Degree (9 credits)
OST 1257 Medical Terminology for the Office (3 credits)
OST 2854 Microsoft Office (3 credits)
OST 1355 Records Management & Legal Implications
(3 credits)

MAXIMUM AWARD OF CREDIT

This agreement makes it possible for a student to receive nine (9) semester hours of college credit towards the Medical Administration A.S. degree program at Valencia College which is in accordance with commonly accepted good practice in higher education.

EDUCATIONAL PROGRAM

Valencia College and the faculty and staff responsible for supervision and coordination of the Clinical Medical Assisting and Medical Administration A.S. degree programs have assessed the adequacy of the documentation and determined that the learning outcomes, performance standards, and assessment procedures meet the college standards for college credit course work and that the learning outcomes are:

1. consistent with the course work in AS degree being articulated.
2. based on the statewide PSAV to AS Degree Statewide agreement, an alternative form of student assessment or is taught by faculty who have a minimum of an BS/BA degree in the required area or meet other described criteria.

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TRANSFERRING PROCESS

The transferring student must furnish a certificate of completion for the Clinical Medical Assisting program, as well as a copy of their student record/transcripts.

To have the courses reported on the official Valencia College transcript, transferring students must do the following:

1. Apply for admission to Valencia College and meet regular College entrance requirements.
2. Submit a completed Valencia College Application for Admission and pay the application fee. Satisfy the requirements for Degree-Seeking Status, including submission of all official transcripts, and declare a major in the articulated program.
3. Be accepted into Valencia within three years of completing the articulated program.
4. Complete orientation and comply with the appropriate placement, course prerequisites and requirements of the college.
5. Meet with Valencia's Career Program Advisor to verify completion of the articulated program and initiate the award of credit process following enrollment at the College. *Note: Student must provide the required documentation needed for evaluation of the approved assessments listed below before the credit can be awarded.*

Approved assessments:

- * Note: Students must provide a current and valid copy of one of the following approved industry certifications: Certified Clinical Medical Assistant (CCMA) or Certified Medical Administrative Assistant (CMAA) from the National Healthcareer Association.
6. After verifying the required documentation and evaluating the approved assessments(s), the Valencia Career Program Advisor or Program Chair for the articulated program will determine eligibility, and notify the Registrar's Office of acceptable credit to be awarded. (*Note: Credit will be awarded after the drop/add date, and the evaluation process has been completed.*)

TERMS OF AGREEMENT

This agreement shall be reviewed and evaluated biannually. It shall remain in effect from July 2018 until either party identifies a need for revision or terminates this agreement with 30 days written notice.

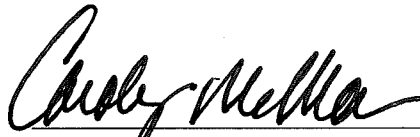
APPROVED:

VALENCIA COLLEGE

**ACCELERATED SKILLS TRAINING
PROGRAMS**



Betty Wanielista
Program Chair, Medical Administration
A.S. Degree, Valencia College



Carolyn McMorran
Assistant Vice President for Professional
Continuing Education, Valencia College

7/24/2018

Date

8/1/18

Date