

Information on the 60-Hour Web-based Medical Interpreter Certificate Course

For More Information Contact: aliebl@interpretersassociates.com

LENGTH OF COURSE: This course is an intensive 10-week course. The course consists of required readings, discussion board postings, quizzes, written assignments and a final exam. You should plan on at least 6-8 hours per week of schoolwork to complete this course successfully. Your schedule of when you study and do the online activities is up to you but we do have certain deadlines. Each week starts on a Tuesday. In general your first discussion board posting needs to be done by Thursday, your weekly quiz by Saturday and follow up discussion board postings and any assignments due by Monday midnight.

INSTRUCTORS: All our instructors are current medical interpreters with no less than 10 years experience. The chapters on body systems is taught by a medical doctor so you gain a full knowledge of body systems during this course. Our instructors are nationally certified to the extent possible for that specific language.

GRADES: This course will cover a wide range of topics and a lot of information will be disseminated. One of the tools we use in this course is the exam or quiz. This is one way we can track your learning, and, you yourself can see what you are missing or perhaps have to pay more attention to. The exams are a ‘means to an end’ and are not the “say-all”. Please do your best on all tests. All exams are collected and are the property of Interpreters Associates, Inc. No exams will be given back to the student. However, grades obtained will clearly be shared with individual students. In addition to exams and quizzes you will also be graded on your class participation and involvement in the class. Our goal is for all to have an active participation in group discussions and debates. Remember, we learn from each other and as students you can use each other’s qualities to sharpen yourself. The final exam will include a written exam plus a series of short role plays. Your oral test will be graded on: accuracy of the interpretation, clarity for which the interpretation is given and if interpreter standards of practice and ethics are being employed in the encounter. Some things you should strive for:

Correct Medical Vocabulary – The correct medical terminology instead of slang

Accuracy of Interpretation – Without omission/additions

Clarity – The interpreter speaks clearly, enunciating his message

Interpreter Skills – All protocols observed and professional demeanor displayed

MANUAL: We will ship your manual to you in time for the start of the class. We also HIGHLY recommend you purchase the book, “The Human Body Book” by Steve Parker. ISBN: 9781405316255. This book can be purchased at Amazon, Barnes and Nobles or even E-bay.

PAYMENT: This course is fast paced and intensive. Upon payment of deposit you may request dropping out of course; if you request this with more than 30 days notice you will receive a full refund. Less than 30 days and you forfeit your deposit. Once course is paid for which is 1 week before start date there is no refund of money.

WHAT I NEED: To complete this course successfully you will need 1) A mind ready to learn quickly. 2) Conditions in your life that will allow you to study 6-8 hours a week. 3) A computer that has a sound card, video viewing capabilities such as Windows Media Player as well as Microsoft Word, any edition.

Question and Answers

1. What will I be able to do upon completion of this course?

Answer: In order to obtain work as a medical interpreter, all bilingual persons must pass a certificate course such as this one. Upon successful completion you will be issued a certificate of completion as well as a transcript of your grades both on your performance in the class as well as your oral evaluation which is part of the final exam. The completion of this course does not guarantee work but it is a necessary first step.

2. What is the difference between a “certificate course” and being “certified”?

Answer: You might think of it this way. To become a lawyer you need to study law. After you study law, this does not automatically make you a lawyer, you need to pass the bar exam. Medical interpreting is similar. This certificate course is the first step in starting out as a medical interpreter. Very few places, whether hospitals or agencies, hire or contract individuals with at least a medical interpreter certificate course. Once you obtain this certificate, you can go on and become “certified” by taking the national board exams through either one of two nationally recognized boards. We help you during this course to let you know what it takes to pass national exams.

3. Do you offer internship programs?

Answer: If you live in the state of Massachusetts we do offer an internship program which is separate from the certificate class. If you live outside of the state of Massachusetts, we can recommend ways to get experience. Please contact us.

4. What kind of accreditation does Interpreters Associates, Inc. have?

Answer: As corporate members and supporters of the IMIA (International Medical Interpreters Association) our course is recognized by them and our certificate is valid internationally. Although there are no accreditation protocols for this type of class, we strive to provide the very best of instructors who are leaders in the field.

5. How do I know if I will succeed in this class?

Answer: To succeed in this class you have to be completely bilingual and fluent in two languages. You should be able to express yourself without hesitation or difficulty in both languages. One thing we stress during this course is that the career of medical interpreting is a continuous process of learning. Nobody, after studying even a year in a university, is going to be the best he can be without years of experience behind him. This course is the start of a long road ahead in which you

get better and better. We do not offer testing beforehand to tell you if you are a good candidate or not and leave it up to you to judge yourself.

6. **Can I take this course in more than one language?**

Answer: The course in itself is non-language specific until we get to the end of the course when we pair you up with a language coach in your target language. At the end of the course there is a written and oral exam. If you would like to take the oral exam in more than one language, this is possible, and as a result you will receive a grade for that additional language as well. Each additional language is an additional \$95.00 which will be billed toward the end of the course once you are sure you want to proceed with this additional testing.

For more information:

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