San Juan Adult Education

IELCE Plan- Certified Medical Assistant Program
Rational

- Expand and enhance existing programs to serve the needs of our ESL students
- Clinical Medical Assistant program is very popular and many ESL students are interested
- Many of our ESL students were professionals in their home country and are looking for recertification opportunities
- IELCE is a fast track to certification and employment
Planning

- Surveyed students
- Literacy teacher observed CTE classes
- Participated in CALPRO’s IET Community of Practice - HIGHLY RECOMMENDED!
- Established an IELCE planning team - ESL coordinator, ESL teacher, CTE teacher, administrator
- Collaboration is KEY!
Key components of IELC

- Alternate teaching - ESL teacher focuses on literacy and workforce preparation, CTE teacher focuses on workforce training
- Literacy activities are contextualized to the medical field
- Students will earn a certificate that leads to employment - students participate in externship, on-the-job training to reinforce literacy, workforce preparation and workforce training in a clinical setting
Career Pathway - Clinical Medical Assistant

**Semester 1:**

9:00 am - 10:30 am (M-Th): Medical Terminology (workforce training) (articulated to community college course for up to three units)

10:45 am - 12:30 pm (M-Th): Healthcare Communications and Work Skills I (workforce preparation and literacy)

**Semester 2:**

9:00 am - 10:30 am (M-Th): Healthcare Communications and Work Skills II (workforce preparation and literacy)

10:45 am - 3:30 pm (M-Th): Clinical Medical Assisting Lab (workforce training)
Collaboration between ESL & CTE Instructors

- ESL teacher observed CMA class during planning stage
- Throughout the semester, ESL and CTE teachers meet by-weekly (or as needed) to collaborate lessons
Literacy and workforce preparation activities contextualized to workforce training
Semester 1 - Focuses on grammar (literacy) and Medical Terminology (CTE)
ESL teacher uses Medical Terminology and CMA textbooks and assignments to contextualize literacy and workforce preparation curriculum
Curriculum aligned to English Language Proficiency Standards
Curriculum tailored to meet students’ needs
Medical Terminology and CMA textbooks, grammar textbook, EL Civics, New World of Work
Example

- In the medical terminology class, students prepare medical dictation documents, patient notes and phone message summaries. ESL teacher uses these documents to teach verb tenses, subject-verb agreement, pronouns, specific/precise language, sentence structures, etc.
- Focus on verb tenses while listening to patients and asking probing questions - My stomach hurts vs. My stomach has hurt since Sunday vs. My stomach has been hurting since Sunday
- Patient-caregiver role play to explore congruency between verbal and non-verbal communications
- Incorporate current health-related news articles from the newspaper (reading) and NPR (listening) to practice summarizing information
Performance-Based Assessments, COAAPS

- CASAS pre and post tests
- Students assessed weekly in Medical Terminology class
- Student presentations and written projects in HCCWS class
- Semester 1 COAAP 32.5- locate, analyze, and describe job requirements, licenses, credentials, etc. needed for specific jobs and identify resources available to access the information
  - Students researched health care jobs and created an Excel spreadsheet to compare job criteria. Each student made a powerpoint presentation about one job. They will present to an Intermediate ESL class.
- We are considering writing a healthcare-specific COAAP for semester two
Support Services

• Financial - We do not offer financial aid, however, we work with local and state agencies for student support (SETA, DHA)
• EL Navigator - Assists students navigating education and workforce systems through an integrated resource team (local workforce board, state and local agencies, and community organizations). Partnership between WIOA Titles I and II.
• Career Transition Specialist
• Externship (potential for employment)
• Academic counseling
• Community colleges
• Local businesses
Challenges

- Teacher shortage in CTE and ESL
- Scheduling conflicts with CTE and ESL programs
- Finding the right teachers for the program
- Not much contextualized curriculum available - we are developing as we go along
- Identifying student needs
- Collaboration between ESL and CTE departments - not used to working together
Successes

- ESL students see the value in the HCCWS class and asked to continue next semester
- All ESL students earned perfect scores on Medical Terminology final
- ESL students taking ownership of their learning