

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

March 15, 2016

Agenda Item: 4.6

Subject: Approval of Memorandum of Understanding (MOU) – Medical Assisting Program Affiliation Agreement between Alvarado Medical Clinic and Chabot College Medical Assisting Program

Background: The purpose of this agreement is to provide identified clinical learning experience for the students in the Medical Assisting Program at Chabot College. As part of the medical assisting standards through Commission on Accreditation of Allied Health Education Programs (CAAHEP) and the Medical Assisting Education Review Board (MAERB), medical assisting students are required to complete an “unpaid, supervised practicum in an ambulatory healthcare setting, demonstrating the knowledge, skills, and behaviors of the MAERB Core Curriculum in performing clinical and administrative duties, [and] must be completed prior to graduation” (2015 Standards and Guidelines for the Accreditation of Educational Programs in Medical Assisting). The attached practicum evaluation form will be used by the site as a training guide and evaluation tool.

In this MOU, Alvarado Medical Clinic agrees to designate Chabot-Las Positas Community College District (including its employees and agents) as an “other school official” under FERPA and/or the California Education Code, who has a “legitimate educational interest” in using and accessing such Educational Records. This MOU was approved by the Alvarado Medical Clinic on February 10, 2016.

Recommended Action: That the Board of Trustees approves the proposed Memorandum of Understanding (MOU) for Medical Assisting Program Affiliation Agreement between Alvarado Medical Clinic and Chabot College Medical Assisting Program. It is further recommended that the Board authorize the Vice Chancellor, Business Services, to execute the MOU on behalf of the District.

Approved: Jannett N. Jackson/Date

_____ APPROVED

_____ DISAPPROVED

_____ TABLED