Chemeketa Community College
Healthcare Interpreter (HCI) Program Application

Chemeketa's 16-week Healthcare Interpreter Training Program prepares students to work as interpreters in medical settings. The program covers:

- The role of the interpreter
- Standards of practice and the national code of ethics
- Basic anatomy, physiology, and medical terminology
- Cultural competency
- Note-taking and memorization skills

The program includes 90 hours of class instruction, online coursework, and a practicum with Salem Health's Interpreter Team.

Languages offered: All course material will be delivered in English.

Program Dates: February 6 – May 22, 2027
Class Schedule: Saturdays, 9:00 a.m. – 1:00 p.m. (4 hours)
You must attend all class days

Cost of Class: $500.00	Course tuition or fees are not refundable beyond the second week of class.
Additional Costs: Cost may vary	Certification with Oregon Health Authority- $30 Criminal Background Check, Drug Screen- $90 Immunization- variable costs CPR Training - $80 Textbooks- $170 Uniform-$50 Parking pass-$40
Application Packet: Directions: Submit the following documentation to the Behavioral Health and Health Promotion department at healthwellness@chemeketa.edu or in person on the Salem Campus, Building 8, Room 104 This is a limited enrollment consent course; only 15 students are accepted on a first come, first served basis, with a complete application.	**Enroll with the college as a non-degree seeking student at** https://www.chemeketa.edu/admission/ to obtain a Chemeketa student K number and Chemeketa email address. If you previously attended Chemeketa but have not been active for more than 2 years, your account will be inactive and you will need to reapply for admissions. **Application packet must include:** 1. Healthcare Interpreter Training Application Form. 2. English Language Proficiency (see below options under Language Proficiency section) 3. Copy of valid Driver's license, passport, or other valid government issued ID 4. Copy of GED or High School Diploma 5. Copy of CPR Certification (must be AHA BLS, see immunization requirements section pg.2) **Only complete applications will be accepted.**

Selection Process	Applicants are considered in the order their completed applications are received. Those who meet all requirements and submit all requested documents will be reviewed first.
Immunizations, CPR Requirements & Uniforms	**Immunizations:** Copies of all required immunization records must be submitted no later than the first day of class. It is recommended that you turn them in to the Behavioral Health and Health Promotion Office before the first day to ensure all requirements are complete. **CPR:** Copy of CPR Certification – CPR Certification must not expire during time of course. Chemeketa only accepts American Heart Association, "BLS for Healthcare Providers https://atlas.heart.org/ **Uniforms:** Once accepted into the program, you will receive information about uniform requirements and where to purchase them. These details will be included in your "Next Steps" email.
Criminal Background and Drug Screen **Instructions on how to complete background check and drug screen will be given to accepted applicants only**	Once accepted into the Healthcare Interpreter program, students must pass a drug screen to meet clinical site requirements. Students who do not pass will not be able to continue in the program. Instructions for completing the background check will be included with the acceptance notification. Applicants on a waiting list will receive this information only after being accepted from the list. Background checks will be initiated once the acceptance form is submitted. After receiving the email from Advanced Reporting, students have seven (7) days to complete the background check. Failure to complete it within this timeframe, or results showing a disqualifying criminal history, will make the student ineligible to participate in the HCI course. For details about disqualifying crimes, please review both links below: https://drive.google.com/file/d/1BXbdJsUJHceKJhz5JqiimL5-82hqqxuy/view?usp=sharing https://drive.google.com/file/d/1W5nAOyF2SPLBYS_CKRSM7qxU3Stphvg2/view?usp=drive_lin
Course Registration and Payment	After completing the background check, drug screen, immunizations, application, and required materials, you will receive consent from the Director's Office to register using the CRN sent to your My Chemeketa email. Payment is made through your Chemeketa account. The cancellation and refund policy, procedures, and class schedule will be reviewed on the first day of class.

Course Attendance Time Commitment **Attendance at every class, practicum session is a <u>mandatory</u> requirement to pass the course.**	In order to meet the Oregon Health Authority course requirements, students must attend all classes. **Mandatory orientation** This program has a mandatory in-person orientation. All accepted students will receive information on your next steps

English Language Proficiency

- Degree from a U.S. institution of higher education.
- Graduation from a high school or GED in an English-speaking country.
- Graduation from a higher education institution abroad where English is the primary language of instruction.
- Approved English proficiency test results (valid within 4 years): TOEFL 570+/230+/90+, CAE Level 4 (B), CPE Level 5 (B), IELTS 7.0+, ILR 2+, CEFR B2, ACTFL OPI Advanced Mid-Level or above.

Target Language Proficiency

- Degree from an institution where instruction was primarily in the target language (native speaker).
- Graduation from a high school in a country where instruction was primarily in the target language (native speaker).
- Approved test results (valid within 4 years): ILR 2+, CEFR B2, ACTFL OPI Advanced Mid-Level or above.

Language Proficiency Testing (if needed)

Applicants will select their preferred test type and submit payment when turning in their application. Chemeketa will then assign the test, and applicants will have 7–14 days to complete it. If you do not already have approved test results, Chemeketa will assign a listening and speaking test through ALTA Language Services. Please note, the tier cost is dependent on which language is being tested for. This is subject to change, some languages may cost more than others to test for.

Test Options and Costs

Test Type	Cost (Tier 1)	Cost (Tier 2)
Listening & Speaking (Live Audio)	$80	$91
Listening & Speaking (IVR)	$68	$90
Listening & Speaking (Live Video)	$91	$101

Healthcare Interpreter Program Application Form – February 2027

Submit your complete application one of the following ways:

- Applications will be accepted November 9th at 8 am until December 14, 2026 at 5 pm.
- Email completed application to healthwellness@chemeketa.edu by December 14, 2026 at 5pm
- Drop off in person Chemeketa SALEM Campus Building 8, Room 104 by December 14, 2026 at 5pm

Chemeketa Student ID (K#)	K								
First Name (Legal):									
Last Name (Legal):									
Preferred Language Pair (English + Target Language):									
Chemeketa Email: (all communication will go to this email, please check regularly)									
Personal Email:									
Telephone Number (include area code):									
Mailing Address:									
City: State: Zip:									

Please initial

_____Application Checklist (this page)

_____Completed application form (signed and dated)

_____I understand I will need to complete and submit Immunizations/CPR requirements by the first-class day. If this requirement is not met, I will not be able to participate in the program

_____ I understand I have to provide proof of both target and English language proficiency.

_____ I understand that I will be required to undergo a drug screen

_____I understand that I will be required to undergo a background check

_____ I have read and reviewed all sections on the Healthcare Interpreter Website

By signing, I certify that all statements on this application are complete and true and **if these requirements are not met,** I will not be able to participate in the program

Signature: _____ Date: _____

Affirmative Action:
Chemeketa Community College does not discriminate based on race, color, religion, national origin, immigration or citizenship status, age, sex, sexual orientation, gender identity or expression, marital status, familial status, pregnancy, disability, veteran status, genetic information, or any other status protected by federal, state, or local law in any area, activity, or operation of the College.
Chemeketa Community College is an equal opportunity/affirmative action employer.
For inquiries regarding the College's nondiscrimination policy, contact the following:
● For students with disabilities: Section 504/ADA Coordinator in Student Accessibility Services, 503.399.5279
● For employees with disabilities: Vice President of Governance & Administration, 503.399.2537
● For sex-based discrimination: Title IX Coordinator, 503.584.7323
● For equal employment opportunities or affirmative action: Affirmative Action Officer in Human Resources, 503.315.4586
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