

EXPERIENCES WITH EMPLOYERS

Job Shadow Experiences

Area employers support the learning of our students by offering Job Shadow Experiences. Students will be expected to participate in these experiences in Phase 2 of the Program. They may occur outside of class time. Each student will be assigned to 1-3 organizations for a job shadow experience lasting up to 4 hours at each site. Student availability will be taken into consideration when assigning students to job shadow sites.

Externship

160 hour unpaid externships will be assigned prior to the end of classroom learning. No externship will be assigned without full and timely payment of the course. The GRCC Medical Assistant program requires students complete 160 hours within a four week time frame. The externship is full time, five days per week. Full time is typically defined by employers as between 8am and 5pm Monday through Friday. Those in the evening session of the Medical Assistant Program should plan on participating in a daytime externship.

Students need to meet the pre-course requirements, earn the employer competency standard of 90% academic competency, 100% in skills competency, have fewer than **twenty four hours** of absences, and less than **six** points, and have their payment completed to qualify for placement in an externship. Students will not receive a passing grade, a certificate of successful completion for the program, or be eligible to sit for the National Certification Exam if they fail to successfully complete all 160 hours of the externship.