



Community Health Interpreting, Testing & Training Service (CHITS)

A Program of the Institute for Innovation in Health and Human Services,
part of JMU's College of Health & Behavioral Studies

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BTG General Information

We are happy that you are interested in our interpreter training program! Here is the information you need to get started. Please let us know if you have any questions.

Step 1: Sign up for the Language Proficiency Exam

The first step is to sign up to take the language proficiency test, which has a \$75 fee. The exam takes about two hours. It consists of a one-hour written test and a verbal/oral test that takes about 30 minutes. The exam tests your English and Target Language's proficiency and medical vocabulary. It is highly focused on medical terminology. A passing grade of 80% is required on both parts to pass this exam and to qualify to take the *Bridging the Gap* (BTG) Medical Interpreter training course.

If you intend to test in more than one Target Language, you must make that known when scheduling your test. In that case, you will need two testing spots and payment for two exams.

Please call (540-568-2576) or email BTGtraining@jmu.edu to sign up for a date and time to take your proficiency test. Please bring a check or money order made out to JMU for \$75 on the day of the test. We cannot accept cash or credit cards.

About three weeks after you take the proficiency test, we will email your results. If you pass, we will provide additional information about registering for the BTG class. If you do not pass, you may retake the proficiency test in six months. The fee for the retest will be the full rate of \$75.

Step 2: Register and pay for *Bridging the Gap* Medical Interpreter Training

The nationally-recognized BTG course is 40 hours long. We usually offer it three to four times per year. The Spring and Fall sessions are typically held on a series of weekends. The Summer session is typically held Monday-Friday. All training sessions are held at a location in Harrisonburg. The training begins at 9:00 a.m. and finishes at 6:00 p.m. each day. You must attend all five days and pass the final exam to earn your certificate of completion.

The cost of the *Bridging the Gap* training is \$600. Because classes fill up quickly, the first 20 individuals to send in a nonrefundable deposit of \$100 will be enrolled in the course of their choosing. If the class you want is full when we receive your deposit, we will

contact you and see if you want to be on the waiting list and if you want to secure a spot for the next time the course is offered. Full payment is required at least two weeks prior to the first class.

Please visit the website or ask our Testing & Training Coordinator about available discounts for training.

Go to <https://www.brahec.jmu.edu/calendar.html> to see additional training information and schedule.

Step 3: Attend the Training

The 5 full days of interactive training finish up with a final written exam. In order to earn a certificate of completion, you must attend all 5 days and pass the final exam with a score of 80% or better. Within two weeks of the end of the course, we will email you to let you know your exam results. If you pass, we will mail you a certificate of completion from the national organization in 3 or 4 weeks. At this time, Virginia does not have licensing requirements for medical interpreters. After you have worked as a medical interpreter for a few years, you may want to consider applying for one of the national certifications. You can find out more at: <http://www.certifiedmedicalinterpreters.org/> and <http://www.cchicertification.org/index.php>

Step 4: Work as a Medical Interpreter

Unfortunately, taking the training and passing the final exam does not guarantee you employment as an interpreter. If you are interested in working with us, please contact us to see if we are interviewing for new part-time interpreters in your language. After training, if you want us to keep your resume on file, please submit your resume along with three professional reference letters.



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