

## **Technical Standards for Admission, Promotion and Graduation to the Master of Public Health Program at the San Juan Bautista School of Medicine**

All applicants for admission to the Master of Public Health (MPH) program of the San Juan Bautista School of Medicine (SJBSM) as well as enrolled students who are candidates for promotion and graduation must meet with the established technical standards to effectively carry out the academic and professional responsibilities in the field of public health. We are committed to providing educational opportunities to all qualified applicants and students with disabilities. It is the policy of the SJBSM that no person shall be excluded from participation solely by reason of his or her disability, should they meet the technical standards. The technical standards for admission, promotion and graduation for the MPH program of the SJBSM are the following:

1. **Observation:** Individuals must be able to acquire a defined level of information in the basic sciences and public health. Individuals are required to observe and acquire this information through the classroom, practice settings, and/or the web-based environment. Such observations and educational experiences may require travel to facilities located at non-Institutional properties.
2. **Communication:** English and Spanish are the official languages of SJBSM. It is expected that individuals must be able to read, write, speak and understand both languages. Individuals must be able to communicate with clarity, sensitivity, and accuracy to the target audience with whom they work, faculty, staff, and peers from a variety of educational and cultural backgrounds and at appropriate levels of understanding for the target audience.
3. **Technology:** Individuals must be able to use the program learning management system, and other educational and academic-related electronic technology/programs utilized by the Institution. Specifically, individuals must be proficient in the following: basic computer skills, sending/receiving email, sending and receiving attachments via email, using a web browser, finding resources through search engines, downloading and installing software, familiarity with using browser plug-ins (e.g. PDF reader, video, audio), using a word processing, presentation software, or other productivity applications, experience/familiarity with a variety of file formats such as: .pdf "Portable Document Format", .doc or .docx "Microsoft Word Document", among others, familiarity with using document scanners or document scanning apps to convert handwritten work to a PDF file (How to create PDF files and submit them on LMS), the ability to be self-directed in learning new technology skills (e.g. following a handout, a step-by-step tutorial, online video help, or access to support to learn necessary skills).
4. **Intellectual/Conceptual:** Individuals are required to accurately measure, calculate, reason, analyze, process, integrate, synthesize, apply and retain facts, concepts and data related to the art and science of public health. This includes, but is not limited to, the ability to: effectively participate in individual, small-group, and lecture learning modalities in the classroom, online, and community settings; learn, participate, collaborate and contribute as a part of a team; synthesize information both in person and via remote technology; and assess complex public health problems and use critical thinking to reach appropriate conclusions.
5. **Motor:** Individuals must possess the ability to perform the necessary movements reasonably required to complete their public health education and engage in public health practice.



6. **Behavioral:** Individuals are expected to exhibit professionalism, personal accountability, motivation, and interpersonal skills, including the ability to accept and apply feedback and to respect boundaries and work with all individuals in a respectful, ethical, and effective manner regardless of gender identity, age, race, sexual orientation, religion, disability, or any other protected status. Individuals must have appropriate hygiene and a professional appearance.

Individuals must acknowledge and provide a written explanation of any felony offense or disciplinary action taken against them prior to matriculation in SJBSM. In addition, if the student would be convicted of a felony while in the Institution, they agree to immediately notify the Dean of Student Affairs as to the nature of the conviction. Failure to do disclosure prior or new offenses can lead to disciplinary action by the SJBSM that may include dismissal.

### **General Guidelines for Technical Standards**

Individuals who cannot meet the technical standards with or without the use of reasonable accommodations, including the use of auxiliary aids and services, may be subject to review to determine the appropriate action, which can include dismissal from the program. Individuals must be proactive in addressing deficiencies in meeting these standards and follow the appropriate Institution policies set forth in doing so. A student whose behavior or performance raises questions or concerns pertaining to his or her ability to fulfill these technical standards may be required to obtain evaluation and/or testing for the purpose of determining whether the student is fit to pursue the educational program.

### **Reasonable Accommodations**

The San Juan Bautista School of Medicine complies with all applicable laws concerning applicants and students with documented disabilities to ensure that they have an equal opportunity to participate in all programs, services, and activities (Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973, as amended, and applicable state law).

The Master of Public Health will provide reasonable accommodations, according to Institutional policies and procedures, to otherwise qualified candidates with documented disabilities unless: (a) such accommodations impose undue hardship to the institution; or (b) direct threats of substantial harm to the health and safety of others due to the disability and cannot be eliminated by any reasonable accommodations; or (c) such accommodations fundamentally alter the educational program or academic standards.

Anyone with general questions related to this form or its contents should contact the Office of Admissions at the San Juan Bautista School of Medicine (telephone: (787)743-3038 Ext. 236, 214 or email: [jsanchez@sanjuanbautista.edu](mailto:jsanchez@sanjuanbautista.edu)). Anyone with questions about accommodations or in need of reasonable accommodations in order to meet the Technical Standards for Admission, Promotion and Graduation should contact the SJBSM Disabilities Services and Accommodation Office (telephone: 787-743-3038 ext. 233; 3212 or email: [ylcruzcordero@sanjuanbautista.edu](mailto:ylcruzcordero@sanjuanbautista.edu)). Additional information SJBSM Disabilities Services and Accommodation Office can be found here. <https://www.sanjuanbautista.edu/student-programs-coordination-office.html>