

TYPING AND MEDICAL TERMINOLOGY REQUIREMENTS



Proof of your typing/keyboarding speed and/or medical terminology assessment test results must be submitted with your employment application for all clerical positions.

Testing Results – How long are results valid?

Public (external) applicants

Typing/Keyboarding test results – valid for 24 months
Medical Terminology test results – valid for 24 months

VIHA employees

Community Subsector applicants

Typing/Keyboarding test results – valid for 24 months
Medical Terminology test results – valid for 24 months

Facilities Subsector applicants

Typing/Keyboarding test results – valid for 24 months
Medical Terminology test results – valid for 24 months

Medical Terminology Assessments

Victoria – South Vancouver Island Area:

Camosun College is the only approved administrator for VIHA Medical Terminology Assessments.

To register contact Camosun College at 250.370.3550

Central and North Vancouver Island Areas:

Testing is done in Nanaimo

To register contact VIHA at 250.755.7691 local 53095
Toll Free: 1-888.758.7615 local 53095

Typing/Keyboarding Assessments

Typing test results are accepted from the following VIHA approved schools OR VIHA testing in the Nanaimo office.

Academy of Learning

Nanaimo (250) 753-4220
Campbell River (250) 286-0100
Victoria (250) 385-1333
Other Canadian Locations

Camosun College

Victoria (250) 370-3550

The Career Centre

Parksville (250) 248-3205

Discovery Community College

Nanaimo (250) 740-0115
Courtenay (250) 338-9663
Maple Ridge (mainland) (604) 463-1174
Campbell River (250) 338-9663
Port Alberni (250) 723-2888
Parksville (250) 740-0115

Insignia College of Health and Business

Victoria (250) 381-7733
Toll Free: 1 888 681-7733

Vancouver Island University

Duncan (250) 746-3500
Nanaimo (250) 753-3245

North Island College

Campbell River (250) 923-9700
Comox Valley (250) 334-5000
Port Alberni (250) 724-8711
Port Hardy (250) 949-7912

Shoreline Community School

Victoria (250) 386-8367

Sprott-Shaw Community College

Duncan (250) 748-2700
Nanaimo (250) 754-9600
Victoria (250) 384-8121
Other Canadian Locations

West Shore Centre of Learning & Training

Victoria (250) 391-9002



QUESTIONS?

Please contact HR ACCESS Helpline: Toll Free 1.888.296.3963 or 250.519.7717

VIHA employees at 5-digit dialing sites: 28411

Email: <mailto:HRAccessHumanResources@viha.ca>