



COURSE SYLLABUS

PHLEBOTOMY

CERTIFIED PHLEBOTOMY TECHNICIAN TRAINING PROGRAM

COURSE DESCRIPTION

This course requires that the student in the controlled environment of the skills laboratory to demonstrate the clinical competencies learned in the didactic phase that is taken concurrently with the hands-on portion. The skills portion of this course is designed for students to experience the hands-on application of clinical and professional procedures required as part of the competency and outcomes established by the National Healthcareer Association in their Standards and Guidelines for Certified Phlebotomy Technician training program. It is designed for students wishing to enter the health care industry or advance from an existing entry level health care position. This course provides students with readiness for 72 total hours of approved phlebotomy experience in the practicum that engages in the collection, or transportation of materials derived from the human body. Students completing and passing all Phlebotomy competencies will be able to sit for the National Certification Exam.

RATIONALE

Certified Phlebotomy Technician training is a stand-alone course. It will introduce basic laboratory procedures such as safety, methods of collection, technique, transporting specimens, and point of care testing.

I. PREREQUISITES

None* However for employment purposes it is recommended that the student possess at least a High School Diploma or G.E.D.

II. REQUIRED RESOURCE

Title: Phlebotomy essentials / Ruth E. McCall. Description: 7th edition. | Philadelphia : Wolters Kluwer, [2020] | Includes bibliographical references and index.

National Healthcareer Association CPT study materials

III. ADDITIONAL MATERIALS FOR LEARNING

- A. Kindle Fire 7 Tablet 9th Ed. (Provided)
- B. Internet access (broadband recommended)

IV. MEASURABLE LEARNING OUTCOMES

Upon successful completed of this course, the student will be able to:

- A. Procedure 3-1 Handwashing Technique Procedure*
- B. 3-2 Cleanup Procedures for Blood and Other Body Fluid Spills Procedure
- C. 8-1 Tourniquet Application Procedure
- D. 8-2 Routine ETS Venipuncture Procedure*
- E. 8-3 Venipuncture of a Hand Vein Using a Butterfly and ETS Holder Procedure*
- F. 8-4 Needle-and-Syringe Venipuncture Procedure*
- G. 9-1 Performing Venipuncture Below an IV Procedure
- H. 9-2 Steps to Follow if a Patient Starts to Faint During Venipuncture Procedure
- I. 10-1 Fingerstick Procedure Procedure*
- J. 10-2 Heelstick Procedure Procedure*
- K. 10-3 Collection of a Capillary Blood Gas (CBG) Specimen by Heel Puncture Procedure
- L. 10-4 Newborn Screening Blood Spot Collection Procedure*
- M. 10-5 Preparing a Blood Smear From a Capillary Puncture Procedure
- N. 11-1 Blood Culture Specimen Collection Procedure*

- O. 11-2 GTT Procedure Procedure*
- P. 13-1 24-Hour Urine Collection Procedure Procedure
- Q. 13-2 Clean-Catch Urine Collection Procedure for Women Procedure
- R. 13-3 Clean-Catch Urine Collection Procedure for Men Procedure
- S. 13-4 Urinalysis Specimen Chemical Analysis Procedure
- T. 13-5 hCG Pregnancy Test Procedure Procedure*
- U. 13-6 TB Test Administration Procedure*
- V. 13-7 Throat Culture Specimen Collection Procedure
- W. 14-1 Modified Allen Test Procedure*
- X. 14-2 Preparing and Administering Local Anesthetic Procedure
- Y. 14-3 Radial ABG Procedure

V. COURSE REQUIREMENTS AND ASSIGNMENTS

- A. Attendance/Lecture- For days present you will receive a 100, if you leave early 50, and if you do not come to class (excused or not) it is a 0. Students are permitted 2 excused absences, a third absence will result in dismissal. No absences are acceptable on Day 9 or Day 18.
- B. Homework (14)
Each homework will cover the Study & Review Questions at the end of each chapter covered that day, homework should be completed in your spiral. Vocabulary listed at the beginning of each chapter **must** be written on index cards with the definition on one side and the word on the other. All items of homework must be completed, any missing items will result in an automatic 0.
- C. Quizzes (14)
Each quiz will cover the Reading & Study material for the assigned class day. Each quiz will contain multiple-choice, matching, and true/false questions, and have a 1-hour time limit. The student may not refer to his/her personal notes and materials for this course during the assessment.
- D. Mid-Term (1)
The mid-term will cover the Reading & Study material for Chapters 1-9. The mid-term will contain 100 multiple-choice, matching, and true/false questions, and have a 1.5-hour time limit. The student may not refer to his/her personal notes and materials for this course during the assessment.
- E. Presentation (1)
The presentation will cover 1 of the 12 competencies* indicated above. The presentation must consist of a visual presentation (tri-fold board, power point, brochure, etc.). Students will be graded on completeness, visual presentation, and preparedness. Students must wear interview attire for this assignment.
- F. Final Exam (1)
The mid-term will cover the Reading & Study material for Chapters 1-14. The final exam will contain 120 multiple-choice 1.5-hour time limit. The student may not refer to his/her personal notes and materials for this course during the assessment. This test will also serve as your certification exam. A minimum score of 390 is required to become certified.

VI. COURSE GRADING AND POLICIES

- A. All of the above referenced areas are equally weighted. No requirement is more important than the other. For example: actually, showing up is just as important as doing your homework or passing a test.
- B. Scale A = 90–100 B = 80–89 C = 70–79 D = 60–69 F = 0–59
- C. Late Homework/ Quiz Retake Policy: Late Homework is not accepted. Homework is due at the beginning of class. For homework that is not ready to be graded at 5:00pm on class day the student will receive a 0. Quizzes may only be retaken on Day 16 of the course and only if the original grade is BELOW at 75%. The mid-term as well as the final exam are not eligible to be retaken. If a quiz is missed due to absence, it is made up on the first day back to class, NO EXCEPTIONS.