

Phlebotomy Technician Training



GENERAL INFORMATION

This program is designed for students with no prior knowledge of phlebotomy techniques and procedures. Anatomy and physiology of the blood and circulatory system, phlebotomy skills, quality assurance, and medical laboratory information are stressed. All procedures meet standards for phlebotomy training developed by the clinical Laboratory Standards Institute.

Students enroll in Health 220 after all prerequisites are met. Upon successful completion of classroom and clinical externship training, the student meets eligibility requirements to sit for the national certification exam sponsored by the American Society of Clinical Pathologists (ASCP).

ABOUT PHLEBOTOMY

Phlebotomy is the act of drawing or removing blood from the circulatory system through a cut (incision) or puncture in order to obtain a sample for analysis and diagnosis. Phlebotomy is also done as part of the patient's treatment for certain blood disorders.

www.findarticles.com/p/articles/mi_g2601/ai_2601001054 (Mar08)

Phlebotomists are trained to work with infectious specimens. When proper methods of infection control and sterilization are followed, few hazards exist. Protective masks, gloves, and goggles are often necessary to ensure the safety of personnel.

Hours and other working conditions of clinical laboratory technologists and technicians, such as phlebotomists, vary with the size and type of employment setting. In large hospitals or in independent laboratories that operate continuously, personnel usually work the day, evening, or night shift and may work weekends and holidays. Laboratory personnel in small facilities may work on rotating shifts, rather than on a regular shift. In some facilities, laboratory personnel are on call several nights a week or on weekends, in case of emergency.

Laboratories and patient areas usually are well lighted and clean; however, specimens, solutions, and reagents used in the laboratory sometimes produce fumes. Phlebotomists may spend a great deal of time on their feet.

Hourly wages and salaries vary according to location and type of medical setting, and average around \$24,000 per year. <http://stats.bls.gov/oco/ocos096.htm> (Mar09)

Occupational Exposure: Students planning to enter the Phlebotomy Tech Program need to know that as a health care provider they are at risk for exposure to bloodborne pathogens. Tasks and procedures performed by health care professionals involve risks classified by the Center for Disease Control in the following way:

- *Category I* – Direct contact with blood or other bodily fluids which universal precautions apply.

HEALTH 220 ENROLLMENT PROCEDURES

1. Complete Student Information form for Phlebotomy Technician Training Program.
2. Attach supporting documents.

Submit materials to:

EvCC, Health Sciences Dept., 2000 Tower St., Everett, WA 98201.

If you have attended college before and wish to determine if previous courses will apply toward EvCC's Phlebotomy Coursework, you must request an official transfer credit evaluation from Enrollment Services.

PREREQUISITES FOR HEALTH 220

The following criteria must be met prior to admission to Health 220:

- Completion of high school or GED.
- Completion of ENGL 98 or &101, HLTH 100, and HLTH 102.
- Adequate manual dexterity and physical ability, including but not limited to adequate vision, hearing, and physical stamina.
- Proof of insurance that provides accident and emergency room coverage. Students who do not currently have such coverage may contact the Student Activities Office for a brochure that describes insurance that may be purchased through the College.
- Completion of HLTH 080 or HIV/AIDS 7 hour training certificate

Student Immunizations: Students are required to submit evidence of immunizations as listed on the Immunizations Checklist. Verification copies (obtained from your healthcare provider) of the following are **required prior to enrolling in Health 220:**

- Tuberculin skin test within the past 12 months. If a tuberculin skin test has not been administered in the previous 24 months, 2 such tests may be required. If any of the Tuberculin skin tests are positive, a chest x-ray with written results and a personal statement of "no symptoms of TB are present" is required from your MD.
- Hepatitis B Vaccination Series (minimum of the first 2 injections).
- MMR injection and booster completed or positive serology (titer).
- Diphtheria/Tetanus/Pertussis injection (within the past 10 years). Tdap is required if tetanus is more than 2 years old.
- Varicella injections (2 injections) or positive serology (titer).
- Influenza injections (yearly when available).

The following training must be completed prior to enrolling in Health 220:

- CPR card for the Healthcare Provider within the last year.

Criminal Background Checks: Each student is required to submit the appropriate documentation of a criminal background check during the quarter prior to their clinical externship. The background check is part of the contractual agreement between Everett Community College and its clinical externship sites. The information obtained may be shared with the clinical sites. It is the student's responsibility to obtain and submit the necessary documents from an EvCC approved agency, and to incur all related costs and fees. If a "less than satisfactory" rating is assigned to the student, the clinical facilities may deny an externship to the student.

Computer Competence: Students are strongly advised to possess computer skills that include word-processing, file-saving and transfer, internet and e-mail use. Lack of competence in these skills may result in inability to complete program requirements. Students who do not possess these skills may benefit from successfully completing CL 101, Computer Literacy.

Please contact the Health Sciences' Office in Index 134, phone 425-388-9461, for additional information.

PHLEBOTOMY CHECKLIST

Students should meet with an advisor and maintain this checklist while at Everett Community College. Not every course is offered every quarter, and instructor permission and/or prerequisites are required for some courses. Upon successful completion of classroom and clinical externship training, the student meets eligibility requirements to sit for the national certification exam sponsored by the American Society of Clinical Pathologists (ASCP).

Student Name: _____ **Advisor Signature:** _____ **Date:** _____

HIV Certificate (HEALTH 80)

_____ Where Completed

_____ Date Completed

| <u>Course Number</u> | <u>Course Title</u> | <u>Credits</u> | <u>Quarter Completed</u> | <u>Grade</u> |
|---|---------------------------------|----------------|--------------------------|--------------|
| | <i>Intro to College Writing</i> | | | |
| | <i>Or</i> | | | |
| <i>Prerequisite: ENGL 98 or ENGL& 101</i> | <i>English Composition I</i> | 5 | _____ | _____ |
| <i>Prerequisite: HEALTH 100</i> | <i>Medical Terminology</i> | 5 | _____ | _____ |
| <i>Prerequisite: HEALTH 102</i> | <i>Applied A&P</i> | 5 | _____ | _____ |
| Required: HEALTH 220 | Phlebotomy | 7 | _____ | _____ |

MINIMUM REQUIRED CREDITS 7 (*minimum 2.0 gpa required in each health course*)

Everett Community College offers a variety of health-related programs and courses:

- Phlebotomy
- Medical Assisting
- Nursing
- Pre-Physical Therapist Assistant in coordination with Lake Washington Technical College
- Medical Spanish Interpreter
- Healthcare Risk Management
- Pre-Radiologic Tech in coordination with Bellingham Technical College

Contact an advisor for more information!

Everett Community College does not discriminate on the basis of race, religion, creed, color, national origin, age, sex, sexual orientation, marital status, the presence of any physical, sensory or mental disability, or status as a disabled or Vietnam era veteran in its program and activities, or employment. The Vice President of Student Services has been designated to handle inquiries regarding student-related non-discrimination policies and can be reached at 2000 Tower Street, Everett, WA 98201, or by phone at (425)388-9589. The Vice President of Human Resources has been designated to handle employment-related inquiries regarding the non-discrimination policies and can be reached at 2000 Tower Street, Everett, WA 98201, or by phone at (425)388-9232. This publication is effective **JANUARY 2010**. The College reserves the right to change courses, programs, degrees and requirements. It is the student's responsibility to be aware of correct information by routinely checking with Enrollment Services and/or the advisors listed in this publication. Requirements applicable to all certificates and degrees are published in the College Catalog. Nothing contained herein shall be construed to create any offer to contract or any contractual rights.

For more information, call 425-388-9219, Everett Community College, 2000 Tower Street, Everett, WA 98201, www.everettcc.edu

Phlebotomy Technician Program Immunization Checklist

Instructions: Using this checklist, provide appropriate documentation of each immunization. Incomplete immunization records may result in a student being ineligible for enrollment in Health 220.

NAME: _____ DATE: _____

↓ Place a checkmark in the box for each immunization verification attached.

| | | |
|--------------------------|---|--|
| <input type="checkbox"/> | DIPHTHERIA/ TETANUS | GUIDELINE: A booster every 10 years is required. Tdap is required if tetanus is more than 2 years old. |
| <input type="checkbox"/> | HEPATITIS B SERIES 3 immunizations and titer | GUIDELINE: Student must document the 1st dose prior to entry. 2nd dose is administered at least 30 days after the 1st dose and prior to externship. 3rd dose is administered at least 4 months after the 1st dose and at least 2 months after the 2nd dose Final evidence of immunity is to be provided 30 days after 3rd dose. |
| <input type="checkbox"/> | PPD | GUIDELINE: Tuberculin skin test must be repeated every 12 months, unless a test has shown 10 or more mm of induration. (Tine test is NOT acceptable) If your PPD is due to expire during your externship, it must be updated prior to the start of your externship. If your 1st PPD occurred more than 24 months ago, you will need 2 step testing and 2 negative tests to be considered negative. If any of your PPD's are positive , a chest x-ray with written results, and physician's statement of no symptoms of TB is required. |
| <input type="checkbox"/> | MMR 1 st and 2 nd immunizations OR Measles, Mumps, and Rubella titers | GUIDELINE: Injection + booster or positive serology (titers) are required prior to the start of your externship. Immune status required. |
| <input type="checkbox"/> | INFLUENZA | GUIDELINE: Documentation of annual injection. Available October through February only. Immune status required. |
| <input type="checkbox"/> | VARICELLA titer OR 1 st and 2 nd immunizations | GUIDELINE: Varicella injections or titer is required prior to the start of your externship. Immune status required |

If you have a medical condition that prevents you from completing one or more of the immunizations above, please attach a separate letter of explanation.

- FOR OFFICE USE ONLY:**
- _____ Information Form received
 - _____ Verification of immunizations received
 - _____ Proof of insurance received
 - _____ Criminal Background Check completed
 - _____ CPR for Healthcare Providers card checked.
 - _____ HIV/AIDS Training