



Phlebotomy

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| Organization | Washburn Institute of Technology |
| Program Number | 51.1009 |
| Instructional Level | Certificate |

Target Population

High School: age 18 or older
Post-secondary

Description

This program prepares the student to apply specialized technical knowledge and skills to compassionately, safely and properly collect and process blood and other clinical specimens for laboratory testing and to interact with clients, health care personnel, and the general public. Instruction includes phlebotomy theory, basic anatomy and physiology with an emphasis on the circulatory, hematology, lymphatic and immune systems, terminology and common abbreviations, safety and infection control, health care structure and the legal issues in phlebotomy, the basic skills in collection techniques, specimen processing, work flow practices, personal care, sterile technique, patient safety, and documentation.

Entry Requirements

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| WorkKeys® | Applied Math | Level 4 |
| WorkKeys® | Reading for Information | Level 4 |

Dress code

Students are required to wear their uniform every day. The uniform consists of: red scrub top, black scrub bottoms, a black lab coat and black tennis shoes. You will be issued three Washburn Institute of Technology patches that are to be worn on the left sleeve of your tops and jacket. You will also be issued a name badge and it must be worn daily. There is a \$4.00 replacement fee for each badge if lost.

It is imperative that we as students and faculty from Washburn Institute of Technology look professional. The clinical site is like a job interview and by looking and acting professional your chance of placement with them or any other facility after graduating, will be greatly improved.

Attendance

Effective learning cannot take place unless you are in class. Students are expected to attend every class period and will have daily professionalism points deducted if they are tardy or if they do not attend. As in any profession students are expected to contact the instructor if they are unable to attend due to sudden illness or a family emergency. Students should schedule all appointments for themselves or family members after school hours. If students need to miss class for other reasons they should discuss the event with the instructor and make arrangements to make up the work ahead of time. Deductions will be made on the assignment or test grade if completed after the fact.

Assessment Plan

Assessment is an integral part of the educational process at Washburn Tech and accurate feedback is an important tool in continuously improving the institution's technical programs. Students can expect to participate in assessment activities prior to entry into programs within specific courses and following program completion for specific fields of study.

Grading Scale

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|--------------|------|
| 94% to 100% | A |
| 87% to 93% | B |
| 80% to 86% | C |
| 79% or below | Fail |

Grading Rationale

Class sessions and assignments will include daily homework, in-class review of homework, spelling, pop quizzes, and scheduled exams. Grades will be based on: Attendance and general participation, daily homework, quizzes, exams and final exam. If you fail Phlebotomy Essentials (HCT150) you will not be able to move on to Phlebotomy Clinical (HCT154). Clinical performance is a separate grade and will constitute 80% of overall grade for clinical courses. Three case studies to be evaluated and a written report made for each will comprise the remaining 20%. Clinical performance is Pass or Fail. If you fail clinicals, you fail the program.

Student Learning Outcomes

- A. Communicate effectively
- B. Integrate technology
- C. Learn effectively
- D. Demonstrate cooperative teamwork skills
- E. Apply safety in the workplace
- F. Think critically and creatively
- G. Demonstrate responsible work ethics

Program Outcomes

Upon successful conclusion of the program the student will be able to:

1. Collect and process routine laboratory specimens.
2. Perform pre-analytical procedures routinely tested in the phlebotomy department and recognize the clinical significance of those procedures.
3. Apply and encourage the use of the principles of laboratory safety, including Universal Precautions.

4. Demonstrate professional conduct and interpersonal communication skills with patients, laboratory personnel, other health care professionals, and with the public.
5. Apply basic scientific principles in learning new techniques and procedures.
6. Demonstrate proper infection control techniques used in specimen collection.
7. Relate laboratory test results to common disease processes by recognizing the principles and methodologies practiced in the department.
8. Recognize the responsibilities of other laboratory and health care personnel and interact appropriately with them for quality patient care.
9. Recognize factors that affect methods and test results and take appropriate actions with established guidelines using the skills of critical thinking and problem solving.
10. Apply ethical, legal, and regulatory issues to the collection of laboratory specimens.
11. Evaluate quality control procedures and possible sources of error or inconsistencies in specimen collection.
12. Respect patient confidentiality and maintain professional conduct in a culturally diverse environment.
13. Apply knowledge to create and maintain a safe working environment.
14. Work cooperatively with staff members, patients, and community resource people.

| Course # | Course Title | Credit Hours | Required |
|-----------------|---------------------------------|---------------------|-----------------|
| IND103 | OSHA – 10 Hour General Industry | 1 | Yes |
| HCT122 | Medical Terminology | 2 | Yes |
| HCT125 | Lab Skills and Patient Care | 2 | Yes |
| HCT152 | Phlebotomy Essentials | 3 | Yes |
| HCT155 | Phlebotomy Clinical | 3 | Yes |

Program Course Descriptions

IND103 OSHA – 10 Hr. General Industry Certification (1 credit)

Covers job/site safety and precautions for job/site hazards; learn the uses of personal protective equipment (PPE); identify the safety equipment and procedures related to safe work practices and environment.

HCT122 Medical Terminology (2 credits)

Introduces the language of the medical field; medical prefixes, suffixes and combining forms are introduced to the student so they may have a thorough knowledge and understanding of what they are reading and writing in the medical field; emphasis is placed on terms, pathological conditions and diagnostic terms.

HCT124 Lab Skills and Patient Care (2 credits)

Covers the knowledge and practical application of basic laboratory skills with a focus on patient care; students learn and practice basic skills in personal care, sterile technique, patient safety and documentation; includes major emphasis on the critical elements of laboratory procedures and scientific rationale for performing the procedures correctly.

HCT152 Phlebotomy (3 credits)

Designed to train individuals to properly collect and process blood and other clinical specimens for laboratory testing and to interact with health care personnel, clients, and the general public; presentation includes equipment and additives, basic anatomy and techniques for safe and effective venipuncture; emphasis will be placed on collection techniques, specimen processing, work flow practices, order of draw, the departments in the clinical laboratory, and the correct tubes for specific lab tests.

HCT154 Phlebotomy Clinical (3 credits)

A health-related, work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts; direct supervision is provided by the clinical laboratory professional; course provides opportunities to practice phlebotomy skills in a clinical setting; safety, quality control and interpersonal communications will be stressed.

ADA Notification Statement and Disability Services

The Americans with Disabilities Act (ADA) Office is responsible for assisting in arranging accommodations and for identifying resources at Washburn Institute of Technology for persons with disabilities. Qualified students with disabilities **MUST** self-identify by completing an application. In addition students must provide appropriate medical documentation to the ADA coordinator to be eligible for accommodations. New requests for accommodations should be submitted at least two months or more prior to the date the accommodations are needed. However, please contact the ADA office as soon as a need may arise. Depending on the accommodation request, four to eight weeks lead time may be needed for timely and effective provision of accommodations.

The ADA Office coordinates and assists in arranging accommodations it deems appropriate for eligible students on a case-by-case basis. If you are a student with a disability that may substantially limit your ability to participate in any of our classes and you believe that you will need accommodations, it is your responsibility to contact:

ADA Coordinator

Phone: 785-670-3365

Email: gloria.christian@washburn.edu

It is the policy of Washburn Institute of Technology to assure equal employment and educational opportunity to qualified individuals without regard to race, color, sex, age, ancestry, marital or parental status, disability, religion, national origin, or sexual orientation/gender identity. Contact Pam Foster, Morgan Hall, Room Washburn University (785-670-1509), and pam.fosterel@washburn.edu.



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