



Norwalk Community College Continuing Education & Workforce Development Phlebotomy Technician Specialist Certificate

This course prepares students to perform phlebotomy in health care facilities such as hospitals, clinics, laboratories, and physician group practices. The course consists of 54 hours of classroom instruction and an additional 40 hours of hands-on phlebotomy training at affiliates. Classroom instruction includes anatomy and physiology of the circulatory system, legal implications to phlebotomy, blood collection equipment and supplies, specimen collection and processing.

Clinical assignments will be determined by the second week of class. Clinicals are scheduled 7:00 AM - 5:00 PM (day and time will be mutually agreed upon by the instructor and student).

For clinicals, students must wear royal blue scrubs and closed toe shoes (no clogs [unless they have a backing] and no mesh sneakers).

Upon successful completion of the course, students will receive a certificate of completion and will be eligible to take the National Health Career Association (NHA) Phlebotomy Technician certification examination (student is responsible for exam fee).

Entrance Requirements:

- High school diploma or equivalent (must be submitted to the instructor on the first night of class).
- Passage of Health Care Assessment Test. Students can register online (www.norwalk.edu, >Admissions & Aid, >Placement Testing, >Schedule Healthcare Assessment).
- Students must submit a health form prior to the second class in order to perform clinical training at health care facilities. The health form is available online (www.norwalk.edu >Academics >Continuing Education >Download Forms >Medical Forms for Clinical).

<u>Courses</u>	<u>Total Hours</u>	<u>Total Sessions</u>	<u>Tuition*</u>	<u>Textbook</u>
Phlebotomy Technician:				
• Lecture	54	18	\$999	Additional Fee
• Clinical	40	TBD	N/A	
Customer Service for Health Care Professionals	12	4	\$149	

*Tuition subject to change.

Please refer to the current Continuing Education & Workforce Development catalog for course specifics (tuition, start date, class time slot and location).

Course Length and Clinical Information

This course includes classroom lecture and clinical time.

- Clinical times and sites and are offered by site availability.
- Schedules are determined the first week of class. Students will be assigned specific days and times to choose from.
- The instructor will place students at a site based on student availability. Students are not able to choose their site. Flexibility with days and times is very helpful for placement at sites.
- Clinical time will start the fifth week of class. Students are required to attend a daytime (Monday – Friday) 3-hour session once a week in addition to the attending classroom lecture. There is NO WEEKEND OR NIGHT CLINICAL TIME.
- Student must be sure they are able to attend a clinical day shift before registering for this course.
- Certain sites require an all-day one-time 8-hour hospital orientation as if you were an employee.

Health Requirements

- Proof of medical physical examination within the last year.
- Hepatitis B vaccination is optional though you must sign waiver sheet if you decline.
- MMR immunization proof of disease or titers (titers are a blood test showing that you are immune and protected) measles, mumps and rubella.
- Rubella immunity.
- Current PPD within a year or chest x-ray if positive PPD (this is a skin test).
- Varicella titer or history of immunization or history of the disease.
- Flu: optional but must sign waiver if decline.
- Tetanus shot with in 10 years and proof.
- All Health Forms must be submitted to the instructor on or before the third class session for clinical site placement. There is no room for schedule adjustments due to late submission of health forms.
- The instructor will not be able to place students at clinical sites if the required documentation is not submitted on a timely basis. There is no room for schedule adjustments due to late submission of health forms.
- Good vision or corrected vision and good hearing are required to participate in this program. Students must be able to hear the patient, medical machines, sounds of bells, beeps and buzzers.

Health Insurance

Situations which would require that students go to the emergency room (ex.: needle stick injury) can be quite costly. Therefore, students are strongly encouraged to carry health insurance, and it is the student's responsibility to obtain coverage, as the college does not provide this benefit.

Out-of-pocket Student Costs not Included in Tuition

- NHA certification fee is approximately \$115.00
- Textbooks and workbooks are approximately \$100.00
- Lab coat and scrubs is approximately \$60.00
- Shoes approximately \$15.00 - \$30.00
- Meeting the medical requirements such as shots, blood tests physicals, etc., depending on insurance coverage is approximately \$300.00 - \$500.00
- Parking fees for clinical approximately \$3.00 per session
- Entrance exam fee approximately \$20.00
- Some clinical sites require a drug screen before placement which is approximately \$40.00
- Lost name badge fee is approximately \$25.00
- Urine drug screen testing for some clinical sites is approximately \$45.00
- Lost day of work due to all-day/one-time hospital orientation for some clinical sites

Course Overview

- This course is designed to teach individuals about the profession of phlebotomy, and to prepare them for the National Health Career Association Certification Test.
- The program is taught through lectures, hands on laboratory exercises and an externship.
- Phlebotomy students gain knowledge of legalities associated with phlebotomy, infection control, universal precautions and safety; anatomy and physiology of body systems with emphasis on the cardio-vascular systems including blood components; proper selection and preparation of venipuncture site with emphasis on patient care; and blood collection equipment.

Course Objectives

1. Define phlebotomy practice
2. Discuss the duties of the phlebotomist
3. Utilize principles of infection control, safety procedures and first-aid
4. Identify the roles and functions of the pathology and laboratory departments
5. Describe the healthcare delivery system
6. Use basic knowledge of medical terminology
7. Discuss the importance of quality assurance in the role of a phlebotomist
8. Discuss the legal aspects of health care
9. Identify basic anatomy and physiology of all body systems
10. Discuss the importance of the cardiovascular and circulatory systems to the role of a phlebotomist
11. Knowledge of documentation, specimen handling and transportation
12. Identify blood collection equipment
13. List venipuncture and capillary collection procedures
14. Identify pre-analytical complications in blood collection
15. Identify special procedures and point-of-care testing
16. Describe the purpose of arterial puncture procedures
17. Obtain basic knowledge of computer systems and the importance to specimen handling and results
18. Compare and contrast pediatric and elderly collection procedures
19. Discuss various specimen collection procedures including urine and other body fluid specimens
20. Identify the steps related to chain of custody drug testing and paternity testing identification procedures

Student Success

Students must maintain a 70% average throughout the course to be able to pass and sit for the NHA CPT Certification exam.

Job Placement

- There is no formal job placement through Norwalk Community College.
- It is in the student's best interest while in this program to be a "shining star" at the clinical site of training and for the student to far exceed the program requirement of 30 venipunctures.
- It is in the best interest of the student to complete as many successful venipunctures as possible to include on his/her résumé.
- It is in the best interest of the student to sign on to employment websites for information regarding phlebotomy positions.
- Often times training sites will remember the "shining star" students and request their contact information.

Employment Related Information

- Certificate holders will find this an asset add-on to already developed job skills. Additionally, certificate holders not seeking to enter nursing or patient-oriented medical occupations may find opportunities working in laboratories or laboratory-like businesses.

- Job Search Keyword:

Phlebotomist

- O*NET: A tool for career exploration and job analysis!

O*NET OnLine has detailed descriptions of the world of work for use by job seekers, workforce development and HR professionals, students, researchers, and more! <https://www.onetonline.org/>
Type in Phlebotomist in "Keyword or O*NET-SOC Code"

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