



PHLT 1030 Introduction to Venipuncture

COURSE SYLLABUS

Fall Semester 2017

COURSE INFORMATION

Credit Hours/Minutes: 3/3000minutes

Class Location: Room #735

Class Meets: W 1-4pm

CRN: 20170

INSTRUCTOR CONTACT INFORMATION

Instructor Name: Stephannie Waters, BAS, CMA (AAMA)

Office Location: 731

Office Hours: M,T,R 2-5:30

Email Address: swaters@southeasterntech.edu

Phone: 912-538-3195

Fax Number: 912-538-3106

REQUIRED TEXT

Phlebotomy, Work Text and Procedures Manuel, 4th ed. Warekois and Robinson

REQUIRED SUPPLIES & SOFTWARE

Notebook, Pens, Updated Student ID (must say Health Care Assistant or Phlebotomy), Ink pens, pencil, highlighter, permanent marker, paper, personal lab coat, closed toe shoes, and any other supplies deemed necessary by instructor.

COURSE DESCRIPTION

Course provides an introduction to blood collecting techniques and processing specimens. Emphasis is placed on the knowledge and skills needed to collect all types of blood samples from hospitalized patients. Topics include: venipuncture procedure, safety and quality assurance; isolation techniques, venipuncture problems, and definitions; lab test profiles and patient care areas; other specimen collections and specimen processing; test combinations, skin punctures and POCT; professional ethics and malpractice; and certification and licensure.

MAJOR COURSE COMPETENCIES

- 1- Venipuncture Procedure
- 2-Safety and Quality Assurance
- 3-Isolation Techniques
- 4-Venipuncture Problems and Definitions
- 5- Lab Tests Profiles and Patient Care Areas
- 6-Other Specimen Collections and Specimen Processing
- 7-Test Combinations

- 8-Skin Punctures and POCT
- 9-Professional Ethics and Malpractice
- 10-Certification and Licensure

PREREQUISITE(S)

All program curriculum courses excluding PHLT 1050

COURSE OUTLINE

Venipuncture Procedure, Safety and Quality Assurance

Order	Description	Learning Domain	Level of Learning
1	List and locate the names of the arm veins.	Cognitive	Knowledge
2	List the anticoagulants for each color coded vacutainer tube.	Cognitive	Knowledge
3	List and identify venipuncture equipment, the vacutainer tubes used for each laboratory test, and the associated laboratory testing department.	Cognitive	Knowledge
4	List and demonstrate the safety procedures appropriate while on the job.	Cognitive	Knowledge
5	Discuss patient contact phlebotomy techniques.	Cognitive	Comprehension
6	Perform a single and double draw venipuncture with the vacutainer system.	Cognitive	Synthesis
7	Perform a venipuncture with a syringe.	Cognitive	Synthesis
8	Define quality and performance improvement measurements and list the components of a QA program.	Cognitive	Knowledge
9	Define quality control and list areas in phlebotomy subject to quality control.	Cognitive	Knowledge

Isolation Techniques, Venipuncture Problems and Definitions

Order	Description	Learning Domain	Level of Learning
1	Describe phlebotomy protocol for selected isolation techniques.	Cognitive	Knowledge
2	List, demonstrate, and describe personal protective equipment use.	Cognitive	Knowledge
3	Describe prevention and handling procedures for the following: hematoma, hemolysis, fainting, convulsions, vomiting, cardiac difficulties, uncooperative patient, and patient with I.V. or shunts.	Cognitive	Knowledge
4	Define stat, p.p., p.c., hemolysis, jaundice, lipemic, QNS, and other selected terms and abbreviations.	Cognitive	Knowledge

Lab Test Profiles and Patient Care Areas

Order	Description	Learning Domain	Level of Learning
1	List tests included in the following packages or profiles: cardiac profile, liver profile, electrolytes, coagulation, DIC studies, CBC, routine admission, and other commonly encountered test profiles.	Cognitive	Knowledge
2	Describe the safety rules for the different areas of the hospital.	Cognitive	Knowledge
3	Discuss phlebotomy protocols for the nursery, ER, ICU, out-patient services and age appropriate techniques.	Cognitive	Comprehension

Other Specimen Collections and Specimen Processing

Order	Description	Learning Domain	Level of Learning
1	Describe blood culture, throat culture, 24-hour urine, clean-catch urine, bleeding time test, GTT, 2 hr. p.p./p.c. glucose, and cross-match collection procedures.	Cognitive	Knowledge
2	Discuss specimen processing for selected lab tests.	Cognitive	Comprehension

Test Combinations, Skin Punctures and POCT

Order	Description	Learning Domain	Level of Learning
1	Perform a finger stick and collect an HCT and blood smear.	Cognitive	Synthesis
2	Describe how to perform a heel stick.	Cognitive	Knowledge
3	List and recognize the dangers involving a heel stick.	Cognitive	Knowledge
4	List approximate volumes and tubes necessary and the order of draw for selected test combinations.	Cognitive	Knowledge
5	Define point-of-care testing and explain the principle behind selected POCT examples.	Cognitive	Knowledge

Professional Ethics and Malpractice

Order	Description	Learning Domain	Level of Learning
1	Discuss and demonstrate professional behavior and dress associated with the clinical laboratory profession.	Cognitive	Comprehension
2	Identify applicable codes of ethics for the clinical laboratory profession.	Cognitive	Knowledge
3	Discuss and demonstrate ethical behavior associated with the clinical laboratory profession.	Cognitive	Comprehension
4	Discuss implications of Patient's Bill of Rights as applicable to clinical laboratory services.	Cognitive	Comprehension
5	Discuss implications of Right to Die / Living Will as applicable to clinical laboratory services.	Cognitive	Comprehension
6	Recognize and identify desirable personal qualities required in health care.	Cognitive	Analysis
7	Define selected legal terms.	Cognitive	Knowledge
8	Distinguish between criminal and civil causes of action.	Cognitive	Analysis
9	Distinguish between implied and expressed contracts.	Cognitive	Analysis
10	Distinguish between implied, informed, and uninformed consent.	Cognitive	Analysis
11	Describe three essential elements of a verbal contract.	Cognitive	Knowledge
12	Distinguish between negligence and malpractice.	Cognitive	Analysis
13	Identify liability as applicable to personal and professional actions.	Cognitive	Knowledge
14	List elements of a civil malpractice cause of action.	Cognitive	Knowledge

Certification and Licensure

Order	Description	Learning Domain	Level of Learning
1	Explain certification, accreditation, and licensure as applicable to clinical laboratory profession.	Cognitive	Comprehension
2	Discuss federal and state laboratory licensure laws and personnel standards.	Cognitive	Comprehension
3	Explain certification, accreditation, and licensure as applicable to clinical laboratory profession.	Cognitive	Comprehension
4	Discuss federal and state laboratory licensure laws and personnel	Cognitive	Comprehension

Order	Description	Learning Domain	Level of Learning
	standards.		

GENERAL EDUCATION CORE COMPETENCIES

STC has identified the following general education core competencies that graduates will attain:

- A. The ability to utilize standard written English.
- B. The ability to solve practical mathematical problems.
- C. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS

Students are required to wear name badge. Students must wear closed toe shoes, gloves, and lab coat while in the lab. Students are expected to complete all tests, assignments, and Laboratory Reports by the due dates. A ten point penalty will be assessed for each day an assignment or Laboratory Report is late. Students are required to pass all phlebotomy skills in three attempts. A student may not progress until skills are mastered. Students are responsible for policies, procedures, and requirements (drug screen, background check, immunizations, Fit test, CPR...) included in the STC E-Catalog/PHL handbook. Students are required to read the chapter prior to class.

No cell phones allowed. If you are caught using the cell phone, you will be asked to leave class and receive an “early departure” for the class. (Note: Three (3) tardies or early departures equal one (1) absence for the course involved.) If you are 30 minutes late to class, you will receive an absence for the day.

ATTENDANCE GUIDELINES

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and also interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of F and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. The completion dates of these activities will be used to determine a student’s last date of attendance in the event a student withdraws, stops attending, or receives an F in a course. **For this class, which meets 1 day a week for 15 weeks, the maximum number of days a student may miss is 2 days during the semester.**

ADDITIONAL ATTENDANCE PROVISIONS

Health Sciences

Requirements for instructional hours within Health Science programs reflect the rules of respective licensure

boards and/or accrediting agencies. Therefore, these programs have stringent attendance policies. Each program's attendance policy is published in the program's handbook and/or syllabus which specify the number of allowable absences. All provisions for required make-up work in the classroom or clinical experiences are at the discretion of the instructor.

Attendance is counted from the first scheduled class meeting of each semester. To receive credit for a course a student must attend at least 90% of the scheduled instructional time. Time and/or work missed due to tardiness or absences must be made up at the convenience of the instructor. Any student attending less than the required scheduled instructional time (90%) may be dropped from the course as stated below in the Withdrawal Procedure.

Tardy means arriving after the scheduled time for instruction to begin. Early departure means leaving before the end of the scheduled time. Three (3) tardies or early departures equal one (1) absence for the course. If you are 30 minutes late to class, you are considered absent for the day.

For this class, which meets 3 days a week for 15 weeks, the maximum number of days a student may miss is 5 days during the semester.

SPECIAL NEEDS

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact Helen Thomas, 912-538-3126, hthomas@southeasterntech.edu, to coordinate reasonable accommodations.

SPECIFIC ABSENCES

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with Helen Thomas, 912-538-3126, hthomas@southeasterntech.edu.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of 'F' being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. All grades, including grades of 'W', will count in attempted hour calculations for the purpose of Financial Aid.

Remember - Informing your instructor that you will not return to his/her course does not satisfy the approved

withdrawal procedure outlined above.

MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC...)

Exams or labs missed for any reason will be made up at the discretion of the instructor. Exams will be made up the first day back in class. Labs are made up at the instructor's discretion. A maximum of one exam can be made up. If more than one exam is missed the student will only be allowed to make up the first exam missed and a grade of "0" will be awarded for any other missed exams including the final. If you are 30 minutes late for class, you are considered absent and missed the test. Remember, the first test can be made up and the second will be a zero this includes the final.

ACADEMIC DISHONESTY POLICY

The STC Academic Dishonesty Policy states All forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the STC Catalog and Student Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

The procedure for dealing with academic misconduct and dishonesty is as follows:

1. First Offense

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

2. Second Offense

Student is given a grade of "WF" for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

3. Third Offense

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of a third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member or citizenship status (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

ADA/Section 504 - Equity- Title IX (Students) - OCR Compliance Officer

Title VI - Title IX (Employees) - EEOC Officer

ADA/Section 504 - Equity- Title IX (Students) - OCR Compliance Officer	Title VI - Title IX (Employees) - EEOC Officer
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 st Street, Vidalia Office 108 Phone: 912-538-3126 hthomas@southeasterntech.edu	Blythe Wilcox, Director of Human Resources Vidalia Campus 3001 East 1 st Street, Vidalia Office 138B Phone: 912-538-3147 bwilcox@southeasterntech.edu

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on STC's website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the [STC website](#).

TCSG GUARANTEE/WARRANTY STATEMENT

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

GRADING POLICY:

FINAL COURSE CAPSTONE EXAMS: PASS/FAIL

*Final Skills Competency Exam: A final skills competency exam will be administered and must be completed successfully within two attempts to pass the course regardless of overall academic standing.

*Tube Test: Students are required to pass this test with a 90% or better to pass the course. Students will be allowed two attempts to achieve the passing score. Specific dates for these tests will be set by the instructor and are non-negotiable.

WORK ETHICS

The Technical College System of Georgia instructs and evaluates students on work ethics in all programs of study. Ten work ethics traits have been identified and defined as essential for student success: appearance, attendance, attitude, character, communication, cooperation, organizational skills, productivity, respect, and teamwork. Students will be required to take a work ethics exam as marked in the lesson plan. A grade of 70 or better is required to complete the work ethics requirements for this class.

GRADING POLICY

Assessment/Assignment	Percentage
Chapter tests	95%
Work ethics	5%
Skills Performance Checklist	Pass/Fail
Final Skills Competence Exam*	Pass/Fail

GRADING SCALE

Letter Grade	Range
A	90-100
B	80-89
C	70-79

Letter Grade	Range
D	60-69
F	0-59

WEEK	CHAPTER	FALL SEMESTER 2017 LESSON PLAN LESSON PLAN IS SUBJECT TO CHANGE AT THE DISCRETION OF THE INSTRUCTOR. CONTENT	ASSIGNMENTS & TESTS DUE	COMP AREA
1 AUG. 14-18	1-4	<p>First day of class/Introduction to Course—Syllabi, Outline, Rules, Regulations Coverage; Completions of Forms: Students may take forms home, sign, and bring back next week. Make yourself a copy!</p> <p>Phlebotomy, Health Care Structure, Safety, Infection Control, Isolation techniques, and Certification and Licensure</p>	<p>Read chapters 1-4</p> <p>Start studying tubes now! You must pass the “Tubes” quiz with a 90 or better to successfully complete the course. You will also be required to have money paid to the PreCheck for a urine drug screen and criminal background check by the class after midterm. IN ADDITION, you must have a physical by the class after midterm. This includes a 2 step PPD and all vaccines COMPLETED! If all paperwork is NOT completed by the class after midterm, you will not be allowed to return to class and will be counted absent. All tests and labs missed will receive a grade of ZERO.</p>	1,2,3,9,10 A,C
2 AUG. 21-25	1-4	<p>Review Rules and Regulations</p> <p>All completed forms MUST be turned into the instructor today.</p> <p>Continue review of Unit 1</p>	<p>Lecture</p> <p>Continue reviewing Chapters 1-4.</p> <p>Lab Practice</p> <p>Video-Routine Venipuncture</p> <p>Read Chapter</p>	1,2,3,9,10 A,C
3 AUG. 28- Sept.1	1-4	<p>Continue review of Unit 1</p> <p>Common Lab tests and panels</p>	<p>Continue reviewing Chapters 1-4.</p> <p>Lab Practice</p>	1,4,5,6,7, A,C
4 Sept. 4= Holiday!	7	<p>Circulatory, Lymphatic and Immune systems</p>	<p>Exam- Unit 1</p> <p>Review Chapter 7</p> <p>Study your Tubes!</p>	1,2,3,5,7 A,C

!				
5-8				
5 Sept. 11-15	8-9	Venipuncture Equipment	Exam-Chapter 7 STUDY your TUBES! Lab Practice- venipuncture using vacutainer method Review Chapters 8 & 9	1,2,4,6,8 A,C
6 Sept. 18-22	8-9	Venipuncture Equipment and routine venipuncture	Venipuncture Equipment and routine venipuncture	1,2,4,6,8 A,C
7 Sept. 25-29	10-12	Dermal puncture, Venipuncture complications, Blood collections in special populations	Chapters 8-9 Exam Review Chapters 10-12 Lab Practice ***First tube test today! (If you pass, you do not have to retake it next week.)	1-8 A,B,C
8 Oct. 2-6	10-12	Lecture and Lab practice You must pass with a 90 or better to go to clinical next semester. Video-Pediatric blood collection	***Final Tubes test today! Continue reviewing Chapters 10-12	1-8 A,B,C
9 Oct. 10-14	13-14	Arterial blood collections, Special collections and procedures	Exam-Chapters 10 -12 Review Chapters 13-14 Continue to study tubes and panels. Drawing blood cultures Butterfly method *** Immunizations ,TB skin test, CPR card, DS/BG schedule FIT test (N95)	1-8 A,B,C
10 Oct. 16-20	13-14	Arterial blood collections, Special collections and procedures	Review Chapters 13-14 Lab and lecture	1-8 A,B,C
11 Oct. 23-27	15-16	Special non-blood collections procedures, Specimen Transport, handling, and Processing	Exam Chapter 13-14 Review Chapters 15-16 Lab Practice- venipuncture using syringe method	1,2,5,6,7 A,C
12 Oct.30- Nov.3	17-18	Quality Phlebotomy, Legal /Malpractice issues in Phlebotomy	Exam Chapter 15-16 Lab Practice Review Chapters 17-18 Video- Special Blood collecting Procedures	1-10 A,C
13 Nov. 6-10	19	Point of Care Testing Practice Dermal punctures Work Ethics-Dependability	Exam Chapter 17-18 Review Chapters 19 Dermal puncture and	1-8 A,B,C

			bleeding time procedure	
14 Nov. 13- 17	19	POCT continued	Lab Practice Skills check off today. Must pass with 85% or better.	1-8 A,B,C
15 Nov. 20- 21 Holiday 22-23!	Review	Sign up for PHLT 1050.	WORK ETHICS EXAM! Review protocol for needle stick injury in clinical setting!	1-10 A-C
16 Nov. 27- 30	Review	Final grades	Work ethics grade	1-10 A-C

Competency Areas:

- 1- Venipuncture Procedure**
- 2-Safety and Quality Assurance**
- 3-Isolation Techniques**
- 4-Venipuncture Problems and Definitions**
- 5- Lab Tests Profiles and Patient Care Areas**
- 6-Other Specimen Collections and Specimen Processing**
- 7-Test Combinations**
- 8-Skin Punctures and POCT**
- 9-Professional Ethics and Malpractice**
- 10-Certification and Licensure**

General Core Educational Competencies

- a) **The ability to utilize standard written English.**
- b) **The ability to solve practical mathematical problems.**
- c) **The ability to read, analyze, and interpret information.**

ADDITIONAL REQUIREMENTS:

STUDENT REQUIREMENTS:

Be on time. Class starts promptly, plan to be at the classroom or clinical site at least 15 minutes before the scheduled class start time.

Be prepared every day: This means you have: ALL assignments completed, the correct notebook, textbook, as well as any other required materials.

Dress Code: Follow the STC dress code. Closed toe shoes are required for safety purposes.

Be courteous at all times. Inappropriate behavior will NOT be tolerated and would be grounds for immediate dismissal from class. Treat everyone with kindness and respect. This is essential during the lab and clinical experience. Keep personal information to yourself!

Fingernails: not to be longer than the tips of your fingers, no artificial nails including gel or acrylic will be permitted in the lab or clinical setting.

ANYTHING YOU DO IN THE LAB/CLINICAL AREA REQUIRES PERMISSION FROM YOUR INSTRUCTOR.

Cell phone use is strictly prohibited in the classroom or lab area. Cell phone is also NOT to be used in the hallways outside of the classrooms. You are not to leave the classroom or lab to use any cell phone.

All personal business and hygiene needs should be tended to before starting a test. No student will be allowed to leave the room during a test for any reason. If a student chooses to leave during a test, the test is considered finished and unfinished answers will be marked wrong. A student will NOT be allowed to finish the test or make-up any part(s) of the test.

A student that misses the final tube test will NOT be allowed to make it up at a later date. Any student missing class the day of the final tube test will be withdrawn.

CLASSROOM/LABORATORY

Students are expected to complete all tests and daily assignments on the specified date. Tests and assignments must be completed on the specified date (see lesson plan). A student will only be allowed to make-up one test. If a second test is missed a grade of zero will be given. No late assignments are accepted. Students are also responsible for policies and procedures in the STC Catalog and Student Handbook and Phlebotomy Handbook.

During an examination, students are required to place all textbooks and personal property on the counter located in the back of the classroom. Students are to be seated with an empty seat between each student. No talking is allowed once the test begins. Students found with their cell phone or any other personal communication device during a test will be considered cheating and given a zero for the test grade. If a student is tardy on test day, he/she will need to enter quietly and they will only have the amount of time (per instructor's discretion) to take the test. If they do not arrive on time, they may not be able to finish in the time allowed and it would conceivably affect their grade. If they do not enter quietly, the instructor has the right to refuse allowing them to take the test. If you are more than 30 minutes late, you are considered absent for the class and may not take the test. Final grades will be determined by averaging all test grades. An average of 70 or greater is necessary to pass the course. If you score less than 70 on an exam, you must schedule a conference with the instructor.

Students must demonstrate proficiency of ALL skills in accordance with the skills competency evaluation forms. These skills are evaluated by an instructor during classroom and lab times. It is important that individuals are present when the skills are being taught and are also present for lab assignments. If an individual is absent on the day when the skills are tested, an unsatisfactory grade may be given. Skills evaluations may be unannounced. Individuals are usually given several opportunities to demonstrate satisfactory skill performance. The student must satisfactorily prove competency in each skill area in order to pass the course, regardless of academic standing on tests. Students will be given three opportunities to demonstrate each skill competency. Each student will perform a minimum of 8 successful venipunctures and successfully complete all skills competencies during PHLT 1030 before he/she is allowed to advance to PHLT 1050.

Safety is of the utmost importance. Each student is expected to adhere to the Classroom/Laboratory Rules and Regulations. The instructor may maintain close, direct supervision during venipuncture procedures involving live sticks for the safety of the students. During lab time all students are expected to act professionally towards their classmates and the instructor. Failure to do so may result in an infraction (level I or II) depending on the severity of the incident. Additionally, disruptive or unprofessional behavior will not be tolerated in the classroom setting and may also result in an infraction.

A background check and drug screen are required by the clinical sites. Also, documentation of immunizations, FIT test (N95 mask) and current CPR card will be required to begin PHLT 1050 (the deadline will be set by the instructor).

Students will be required to be "Fit Tested" prior to beginning PHLT 1050. This is required by the TCSG infection control policy. The fitting will be set up by the instructor. The cost will be \$20.00 to be paid by the student at the time of the fitting.

A criminal background check and urine drug screen will be required prior to beginning PHLT 1050. (the deadline will be set by the instructor). The cost is \$84.50

Students must have a current American Heart Association Health Care Provider CPR card prior to beginning PHLT 1050.

CLINICAL SITE PLACEMENT:

After successful completion of PHLT 1030 students are allowed to attend a clinical site in order to meet the requirements for PHLT 1050. Students are not guaranteed a clinical site within close driving distance to their residence. Students may be required to travel to other counties outside of their home community. Clinical site placement is at the discretion of the instructor and is non-negotiable. Students may NOT contact the clinical site!