



**CLBT 2110 Hematology/Coagulation Practicum  
Fall Semester 2020**

**COURSE INFORMATION**

Credit Hours/Minutes: 4/9000 minutes  
Class Location: clinical site  
Class Meets: M-F  
CRN: 20264

**INSTRUCTOR CONTACT INFORMATION**

Instructor Name: Cynthia Williams, MS, MT (AMT) (HHS)  
Email Address: Cynthia Williams (cwilliams@southeasterntech.edu)  
Vidalia/Office Location: Vidalia Campus/Office Location: 716 Gillis Building  
Office Hours: 7:30-8 am; 3:30-5 pm  
Phone: 912-538-3183  
Fax Number: 912-538-3106

**REQUIRED TEXT**

BOC Study Guide 5th ed. ASCP and Polanski review cards, V. Polanski

**REQUIRED SUPPLIES & SOFTWARE**

Ink pens, pencil, highlighter, permanent marker, paper, pocket notebook, Polanski review cards and any other supplies deemed necessary by instructor. Lab coats with STC patch and uniforms. Students should not share login credentials with others and should change passwords periodically to maintain security.

**COURSE DESCRIPTION**

Course provides students with an opportunity for in-depth application and reinforcement of Hematology/Coagulation principles and techniques in a clinical laboratory job setting. This clinical practicum allows the student to become involved in a work situation at a professional level of technical application and requires concentration, practice, and follows through. Topics include: complete blood count and differentials; other related blood tests; coagulation and fibrinolysis tests; correlation of test results to disease states and critical values; instrumentation; safety; documentation/ quality control; and process improvement. The clinical practicum is implemented through the use of written training plans, written performance evaluation, and coordinated supervision

**MAJOR COURSE COMPETENCIES**

1. Complete Blood Count and Differentials
2. Other related Blood Tests in Hematology
3. Coagulation and Fibrinolysis Tests
4. Correlation of Test Results to Disease States and Critical values
5. Instrumentation
6. Safety
7. Documentation/Quality Control
8. Process Improvement

**PREREQUISITE(S)**

CLBT 1040

**COURSE OUTLINE****Learning Outcomes****Complete blood count and differentials**

ORDER	DESCRIPTION	LEARNING DOMAIN	LEVEL OF LEARNING
1	Demonstrate testing in all areas associated with CBCs and differentials.	Psychomotor	Guided Response

**Other related blood tests**

ORDER	DESCRIPTION	LEARNING DOMAIN	LEVEL OF LEARNING
1	Perform routine and special blood tests according to laboratory standards.	Psychomotor	Guided Response

**Coagulation and fibrinolysis tests**

ORDER	DESCRIPTION	LEARNING DOMAIN	LEVEL OF LEARNING
1	Perform coagulation and fibrinolysis tests.	Psychomotor	Guided Response
2	Report any marked abnormality immediately to a supervisor.	Cognitive	Application

**Correlation of test results to disease states and critical values**

ORDER	DESCRIPTION	LEARNING DOMAIN	LEVEL OF LEARNING
1	Double check all critical level test results.	Cognitive	Application
2	Associate test results and critical levels to disease processes and management.	Cognitive	Synthesis

**Instrumentation**

ORDER	DESCRIPTION	LEARNING DOMAIN	LEVEL OF LEARNING
1	Perform and integrate daily start-up, calibration, and shut-down procedures.	Psychomotor	Complex Response
2	Apply knowledge to maintain all equipment in correct working order.	Psychomotor	Mechanism
3	Characterize the relationship between malfunctioning equipment and incorrect test results.	Cognitive	Analysis
4	Verify equipment function as part of a complete check involving an abnormal result.	Cognitive	Application

**Safety**

ORDER	DESCRIPTION	LEARNING DOMAIN	LEVEL OF LEARNING
1	Follow all safety guidelines for using Personal Protective Equipment.	Affective	Valuing
2	Follow safety procedures for bio-hazard and blood borne pathogens while working in the laboratory.	Affective	Valuing

**Documentation/quality control**

ORDER	DESCRIPTION	LEARNING DOMAIN	LEVEL OF LEARNING
1	Adhere to federal, state, and local safety rules and requirements.	Cognitive	Synthesis
2	Follow and display adherence to quality control guidelines.	Affective	Responding
3	Report test results	Cognitive	Application

#### Process improvement

ORDER	DESCRIPTION	LEARNING DOMAIN	LEVEL OF LEARNING
1	Promote teamwork and use organizational skills in performing duties in the clinical laboratory.	Affective	Characterization

#### 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 badges. Students must pass a pre-test before attending clinical rotation. Students are required to record clinical hours each day and be signed by the clinical preceptor. Each week this time sheet will be faxed to the program director. Caution: falsification of time sheets or preceptor signatures will result in expulsion from the CLBT program! Students are expected to complete all clinical hours and assignments by the due dates. A ten point penalty will be assessed for each day a case study or study questions are late. Case studies and study questions will not be accepted after end of course date. Students are responsible for policies and procedures included in the STC Catalog/CLT handbook. Students are responsible for requirements (drug screen, background check, immunizations, Fit test, CPR...) included in the STC Catalog/CLT handbook. No cell phones allowed. Read the infraction section of CLT Handbook. Stay busy during clinical rotation! Learn work flow, instrument operation, QC, and maintenance. If you have any down time- study the Polanski cards! Preceptors are watching you for prospective job opportunities. Take the initiative to draw patients, put up stock, answer phones, and load the instruments

#### 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 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" (Failing 0-59) 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.

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. All 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.

**TRADITIONAL ATTENDANCE ADDENDUM:** For each clinical rotation, which meets 5 days a week for 3 weeks (PHLEBOTOMY/ URINALYSIS/SEROLOGY is 1 week), the maximum number of days a student may miss is 2 days during EACH clinical rotation. All minutes MUST be made up before the end of the semester! Fall semester will consist of 1 week of Phlebotomy, Urinalysis, and Serology clinical followed by 3 weeks of Chemistry rotation, and 4 weeks of Hematology. CLBT Certification Review course will be the last two weeks of the fall semester from 8am to 4:00 pm. This course meets for 8 days. Only one day absence is allowed in the Certification Review course. Each day will be dedicated to review of a subject, test given, and graded for the course. Any test missed must be made up. The Mock Registry will be given the last day of the 15 week fall semester. Students must pass the Mock registry with a 70 or higher in three attempts to complete the CLT program. If the student must be absent, the student must call the clinical site preceptor by 7 am and the Program Director (Ms. Williams) by 8am. Daily attendance and punctuality are of the utmost importance for the successful completion of each rotation. The student is expected to arrive and begin work promptly and to stay until the scheduled rotation is complete. Every day at the clinical site is important. This course requires skills check list by the preceptor, research project and study questions. Students who miss more than 2 days for each clinical rotation will be required to bring a doctor's excuse before makeup time will be allowed.

## STUDENTS WITH DISABILITIES

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact the appropriate campus coordinator to request services.

**Swainsboro Campus:** [Macy Gay mgay@southeasterntech.edu](mailto:Macy_Gay_mgay@southeasterntech.edu), 478-289-2274, Building 1, Room 1210

**Vidalia Campus:** [Helen Thomas hthomas@southeasterntech.edu](mailto:Helen_Thomas_hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165

## 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 make arrangements with the appropriate campus coordinator-

**Swainsboro Campus:** [Macy Gay mgay@southeasterntech.edu](mailto:Macy_Gay_mgay@southeasterntech.edu), 478-289-2274, Building 1, Room 1210

**Vidalia Campus:** [Helen Thomas hthomas@southeasterntech.edu](mailto:Helen_Thomas_hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165

It is strongly encouraged that requests for consideration be made **PRIOR** to delivery and early enough in the pregnancy to ensure that all the required documentation is secured before the absence occurs. Requests made after delivery **MAY NOT** be accommodated. The coordinator will contact your instructor to discuss accommodations when all required documentation has been received. The instructor will then discuss a plan with you to make up missed assignments.

## **WITHDRAWAL PROCEDURE**

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% point of the term in which student is enrolled (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" (Withdrawn) is assigned for the course(s) when the student completes the withdrawal form.

Students who are dropped from courses due to attendance after drop/add until the 65% point of the semester will receive a "W" for the course.

Important – Student-initiated withdrawals are not allowed after the 65% point. Only instructors can drop students after the 65% point for violating the attendance procedure of the course. Students who are dropped from courses due to attendance after the 65% point will receive either a "WP" (Withdrawn Passing) or "WF" (Withdrawn Failing) for the semester.

Informing your instructor that you will not return to his/her course, does not satisfy the approved withdrawal procedure outlined above.

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. A grade of "W" will count in attempted hour calculations for the purpose of Financial Aid.

## **MAKEUP GUIDELINES**

Clinical time missed will be made up at the discretion of the clinical preceptor/ instructor. Case studies and study questions are due on the dates posted on the syllabus. Late assignments will have 10 points deducted for each day late. After end date for the semester, assignments will receive a zero.

Extenuating circumstances are determined at the instructor's discretion. Unless otherwise scheduled with the instructor, it is expected that the test will be taken the next day, scheduled outside of regular class time.

Failure to follow this procedure will result in a grade of zero.

## **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 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:

<b>ADA/Section 504 - Equity- Title IX (Students) - OCR Compliance Officer</b>	<b>Title VI - Title IX (Employees) - EEOC Officer</b>
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 <sup>st</sup> Street, Vidalia Office 165 Phone: 912-538-3126 <a href="mailto:hthomas@southeasterntech.edu">hthomas@southeasterntech.edu</a>	Lanie Jonas, Director of Human Resources Vidalia Campus 3001 East 1st Street, Vidalia Office 138B Phone: 912-538-3230 Email: Lanie Jonas <a href="mailto:ljonas@southeasterntech.edu">ljonas@southeasterntech.edu</a>

## 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

<b>Assessment/Assignment</b>	<b>Percentage</b>
Clinical site evaluation	70%
Study questions complete; incomplete= 0	20%
Research project	10%

## GRADING SCALE

Letter Grade	Range
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

## GRADING POLICY

A clinical grade of 70 or above is required to pass clinical rotations (grades of 69.9 will not be rounded up). NO GRADES WILL BE DROPPED. You must receive a "C" or higher in all CLBT, core, and clinical courses to progress in the CLT program.

### Fall 2020 Lesson Plan

\*\*\* Special COVID19: CLBT Clinical Rotations

Lesson Plan is subject to change at the discretion of the instructor. Clinical rotations may be in any order as deemed compatible with the clinical site work flow.

week	Content	Assignments & Tests Due	Comp Area
1 August 17-21	Microbiology	Research project for Microbiology, Study questions Polanski review cards Fax time sheet 912-538-3106 Attention: Cindy Williams	Course 1-9 Core A-C
2 August 24-28	Microbiology	Study questions Polanski review cards Fax time sheet 912-538-3106 Attention: Cindy Williams	Course 1-9 Core A-C
3 August31- September	Microbiology	Study questions Polanski review cards Fax time sheet 912-538-3106 Attention: Cindy Williams	Course 1-9 Core A-C
4 September7-11	Blood Bank	Research project for Blood bank Study questions Polanski review cards Fax time sheet 912-538-3106 Attention: Cindy Williams	Course 1-9 Core A-C
5 September14-18	Blood Bank	Study questions Polanski review cards Fax time sheet 912-538-3106 Attention: Cindy Williams	Course 1-9 Core A-C
6	Blood Bank	Study questions	Course 1-9

week	Content	Assignments & Tests Due	Comp Area
September 21-25		Polanski review cards Fax time sheet 912-538-3106 Attention: Cindy Williams	Core A-C
7 September 28- October 2	Chemistry	Research project for Chemistry Study questions Polanski review cards Fax time sheet 912-538-3106 Attention: Cindy Williams	Course 1-9 Core A-C
8 October 5-9	Chemistry	Study questions Polanski review cards Fax time sheet 912-538-3106 Attention: Cindy Williams	Course 1-9 Core A-C
9 October 12-16	Chemistry	Study questions Polanski review cards Fax time sheet 912-538-3106 Attention: Cindy Williams	Course 1-9 Core A-C
10 October 19-23	Hematology	Research project for Hematology Study questions Polanski review cards Fax time sheet 912-538-3106 Attention: Cindy Williams y	Course 1-8 Core A-C
11 October 26-30	Hematology	Study questions Polanski review cards Fax time sheet 912-538-3106 Attention: Cindy Williams	Course 1-8 Core A-C
12 November 2-6	Hematology	Study questions Polanski review cards Fax time sheet 912-538-3106 Attention: Cindy Williams	Course 1-8 Core A-C
13 November 9-13	Phlebotomy/Urinalysis/Serology	Urinalysis OR Serology research project Study questions Polanski review cards Fax time sheet 912-538-3106 Attention: Cindy Williams	Course 1-6 Core A-C
14 November 16-20	<b>Return to STC!</b> <b>CLBT Certification Review class</b> <b>Bring clinical skills check lists</b>	Begin review class: Nov. 16-Intro To Laboratory Technology & Urinalysis	Course 1- 12 Core A-C



week	Content	Assignments & Tests Due	Comp Area
	<b>completed by the preceptor, research project, all evaluations, complete clinical hours signed by preceptor, and study questions: due today Nov.16<sup>th</sup>!</b>	Nov. 17-Serology Nov. 18- Hematology/Coagulation Nov. 19-Blood Bank	
15 November 23-27 Holiday 26 & 27!	Review class at STC	Nov.23 & 24-Microbiology Nov. 25-&26=Holiday	Course 1-12 Core A-C
16 November30- December 1	Review class at STC	November 30-Chemistry December 1 <sup>st</sup> –MOCK Registry <b>MOCK REGISTRY!!</b> You must pass the MOCK registry to pass the CLT program! <b>MOCK REGISTRY- you must pass this MOCK registry in 3 attempts with a 70 or higher and the course with a 70 or higher to pass the entire CLT program. All test grades week 14- 16 must be passed with a 70 or above per TSCG standards.</b> All test grades week 14-16 are averaged and is 45% of your grade. Work ethics is 5% MOCK registry is 50% of your grade for this course.	Course 1-12 Core A-C

**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

\*\*Special focus: Type discrepancies and how to resolve.

**CLINICAL ROTATION EVALUATION FOR CLBT 2100 IMMUNOHEMATOLOGY (BLOOD BANK)**

Name: \_\_\_\_\_ Hospital \_\_\_\_\_

Dates: From \_\_\_\_\_ To \_\_\_\_\_

Please evaluate the performance of this student based on the following criteria:

5– meets criteria 90-100% of the time; 4 –meets criteria 80 – 89% of the time; 3 – meets criteria 70-79% of the time; 2 – meets criteria 60-69% of the time; 1- meets criteria less than 60% of the time. Procedures for each test protocol are located in the Policy and Procedure Manual located in each department at each clinical facility. Students must pass the clinical skills check off sheet with **70 or greater(C) to pass the course.**

Skill	Criteria	5=A	4=B	3=C	2=D	1=F
The student successfully performs the following:						
1. Inventory of blood components	Must follow steps in protocol exactly					
2. Daily QC procedures	Must achieve expected results 100% of the time.					
3. ABO, Rh typing procedures	Must obtain correct type 100% of the time					
4. Antibody screen	Must obtain the same result as the tech 100% of the time.					
5. Crossmatch	Must obtain the same result as the tech 100% of the time.					
6. Direct Antibody test	Must obtain the same result as the tech 100% of the time.					
7. Antibody identification (panel)	Must obtain the same result as the tech 100% of the time.					
8. Cord blood/ Rhogam workup	Must obtain the same result as the tech 100% of the time.					
9. Kleihauer-Betke procedure/ calculation	Must obtain the same result as the tech 100% of the time.					
10. Transfusion reaction workup	Must obtain the same result as the tech 100% of the time.					
11. Antigen typing: donor/ units/QC	Must obtain the same result as the tech 100% of the time.					

<b>Skill</b>	<b>Criteria</b>	<b>5=A</b>	<b>4=B</b>	<b>3=C</b>	<b>2=D</b>	<b>1=F</b>
The student successfully performs the following:						
12. Platelet/ FFP/ Cryoprecipitate procedure	Follows procedure 100% of the time.					
13. Records temperature: room, refrigerator, freezers, water baths, incubators...	Records and documents temperatures are within normal ranges.					
<b>II Knowledge</b>						
The student successfully:						
1. Observes autologous/phlebotomy donation	Must be present the entire procedure.					
2. Checks for proper labeling. Matches order to patient tube.	Recognizes proper labeling 100% of the time.					
3. Recognizes the procedure to correct clerical errors.	Follows procedure 100% of the time.					
4. Knows the procedure for emergency release of blood.	Follows procedure 100% of the time.					
5. Follows appropriate hospital protocol.	Follows procedure 100% of the time.					
6. Observes protocol of technologist releasing crossmatched blood to RN.	Must be present the entire procedure.					
7. Correlates medical management to lab results.	Correlates H&H/ plt to blood products infused.					

Total points: \_\_\_\_\_

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Areas that the student could improve: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Thank you for training this student from Southeastern Technical College. The clinical setting is a vital part of the student's education. It helps the student understand and put in to use the concepts learned in the classroom.

\_\_\_\_\_  
 Preceptor signature  
 Date \_\_\_\_\_

Please enclose in a sealed envelope SIGNED ACROSS the seal. Thank you!

Level 1 Infractions:

Refer to CLT handbook for Level II infractions.

1. Possession of or under the influence of illegal drugs or alcohol while at the clinical site or in the lab.
2. Theft, abuse, misuse, or destruction of the property or equipment of any patient, visitor, student, hospital employee, or hospital.
3. Disclosing confidential information about any patient.
4. Immoral, indecent, illegal, or unethical conduct on clinical site premises.
5. Possession of weapons, or wielding or threatening to use any type of weapon on hospital or College property.
6. Engaging in disorderly conduct that could ultimately threaten the physical wellbeing of any patient, visitor, student, and hospital or College personnel.
7. Improperly recording clinical time on one's own or another's time sheet.
8. Verbal assault or physical battery on any patient, visitor, student, and hospital or College personnel.
9. Misuse or falsification of patient, student, and hospital or College records.
10. Removal of patient, student, and hospital or College records without authorization.
11. Practicing beyond the scope of clinical objectives.
12. Accusations of sexual harassment or sexual misconduct (pending appeal).
13. Failure to comply with HIPAA regulations.
14. Dismissal from a clinical site.

**Southeastern Technical College  
Clinical Laboratory Program**

I, \_\_\_\_\_ have read and understand the syllabus and infractions level I and II.

I have also been given the opportunity to ask questions to clarify any requirements listed on the syllabus. I agree to follow the guidelines and rules listed on the syllabus and CLT Handbook. I have been given a copy of the syllabus and CLT handbook and know that the CLT handbook is also available on STC's "M" drive.

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Student Signature**

Date \_\_\_\_\_

## **COMPETENCY AREAS**

1. Complete Blood Count and Differentials
2. Other related Blood Tests in Hematology
3. Coagulation and Fibrinolysis Tests
4. Correlation of Test Results to Disease States and Critical values
5. Instrumentation
6. Safety
7. Documentation/Quality Control
8. Process Improvement

## **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.

**\*\*\* Special attention: Reading differentials**

**Clinical Rotation Evaluation for Hematology/Coagulation CLBT 2110**

Name: \_\_\_\_\_ Hospital \_\_\_\_\_

Dates: From \_\_\_\_\_ To \_\_\_\_\_

Please evaluate the performance of this student based on the following criteria:

5 – Meets criteria 90-100% of the time; 4 –meets criteria 80 – 89% of the time; 3 – meets criteria 70-79% of the time; 2 – meets criteria 60-69% of the time; 1 meets criteria less than 60% of the time. Procedures for each test protocol are located in the Policy and Procedure Manual located in each department at each clinical facility. **Students must pass the clinical skills check off sheet with 70 or greater(C) to pass the course.**

I. Skill	Criteria	5=A	4=B	3=C	2=D	1=F
The student successfully performs the following:						
1 The preparation and staining of blood smears	Must follow steps in protocol 100% of time					
2. Retic counts	Must obtain within 10% the value obtained by the technician					
3. ESR	Must obtain within 10% the value obtained by the technician					
4. Manual CSF and body fluid counts	Must obtain within 10% the value obtained by the technician					
5. Routine maintenance and QC of Hematology and coagulation equipment for correct working order, reagents and tech knowledge	Must follow the steps of the protocol 100% of the time					
6. Operation/ Troubleshoot analyzers for CBC, platelet, PT, PTT	Must obtain within 10% the value obtained by the technician					
7. Differential counts on normal blood smears	Must obtain within 10% the value obtained by the technician					
8. Differential counts on abnormal blood counts	Must obtain within 10% the value obtained by the technician					
9. Calculations of INR	Must obtain within 100% the value obtained by the technician					
10. Bleeding times, D- Dimer, fibrinogen.....	Must obtain within 10% the value obtained by the technician					

I. Skill	Criteria	5=A	4=B	3=C	2=D	1=F
11. Other: (buffy coat slide, saline replacement, dilution, plt. est....)	Must obtain within 10% the value obtained by the technician					
II: Knowledge						
The student successfully:						
1. Recognizes criteria for reporting to pathologist	Must follow the steps of the protocol 100% of the time.					
2. Recognizes values considered critical and makes the appropriate report and documentation to RN or MD.	Must follow the steps of the protocol 100% of the time.					
3. Correlates CBC findings with differential results	Must make proper correlation 9 out of 10 times					
4. Correlates hematology results with disease	Must make proper correlation 9 out of 10 times					
5. Correlates coagulation results with disease or medication	Must make proper correlation 9 out of 10 times					
6. Follows appropriate hospital protocol, safety, PPE, biohazard, blood borne pathogens, HIPAA...	Must follow the steps of the protocol 100% of the time.					
7. Displays teamwork and organizational skills	Must follow the steps of the protocol 100% of the time					
8. Understands and demonstrates proficiency of "STAT" orders.	Must follow the steps of the protocol 100% of the time					
9. Double check critical values.	Must follow the steps of the protocol 100% of the time					

Comments:

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Areas that the student could improve:

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Thank you for training this student from Southeastern Technical College. The clinical setting is a vital part of the student's education. It helps the student understand and use the concepts learned in the classroom.

Preceptor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please enclose in a sealed envelope SIGNED ACROSS the seal. Thank you