**Cluster: Health Science**

**Pathway: Diagnostic**

**State Program Name: Diagnostic Services**

**Career: Phlebotomist**

**OCAS Code: Diagnostic Services**

**CIP Code: 51.1009 Phlebotomy Technician/Phlebotomist**

**SOC Code: 31-9097 Phlebotomists**

**Approved Assessments: 8521 Phlebotomy Technician (PH1-MCA)**

**8625 Phlebotomy Technician (CTTC)**

**8709 Registered Phlebotomy Technician (Pearson Vue)**

**8712 Certified Phlebotomy Technician (NHA)**

**8719 Registered Phlebotomist (AAMP)**

**8720 Phlebotomy Technician (NCPT)**

**Description**

Students in this career major learn how draw blood for donations, diagnostic tests, transfusions, and research. They learn the importance of ethics, timeliness, and the importance of following procedures. Students also complete the health care core curriculum, medical terminology, and anatomy and physiology. An externship also is included as part of the coursework.

**Total Hours Original Framework: 600**

**Total Hour Recommended: 600**

**Prerequisites: None**

**No Specific Requirements in Oklahoma**

**2016 Courses**

|  |  |  |
| --- | --- | --- |
| **Hours** |  | **Course Title** |
| 225.00 |  | Health Careers Core Curriculum (Technology Center) |
| 45.00 |  | Core Medical Terminology |
| 15.00 |  | Core Healthcare Provider CPR and First Aid |
| 120.00 |  | Anatomy and Physiology |
| 15.00 |  | Clerical Skills & Duties |
| 15.00 |  | Safety, Legal Issues & Quality Control |
| 45.00 |  | Phlebotomy Specimen Collection & Processing |
| 120.00 |  | Phlebotomy Practicum |

**Offered at:**

|  |  |
| --- | --- |
| Caddo-Kiowa Technology Center | Ft Cobb |
| Central Technology Center | Drumright |
| Central Technology Center | Sapulpa |
| Chisholm Trail Technology Center | Omega |
| High Plains Technology Center | Woodward |
| Kiamichi Technology Center | Durant |
| Kiamichi Technology Center | Hugo |
| Kiamichi Technology Center | Idabel |
| Kiamichi Technology Center | McAlester |
| Kiamichi Technology Center | Poteau |
| Kiamichi Technology Center | Stigler |
| Kiamichi Technology Center | Talihina |
| Northeast Technology Center | Afton |
| Red River Technology Center | Duncan |
| Southern Oklahoma Technology Center | Ardmore |
| Wes Watkins Technology Center | Wetumka |

**Core, Med Term, Healthcare Provider CPR, and Anatomy and Physiology information found under “Core”**

**Course Name:** Clerical Skills and Duties

**Course Hours:** 15

**Course Description:** Performing laboratory duties requires accuracy, timeliness, and documenting. In this course, the student will be able to function in the laboratory setting with these skills learned.

**Course Objectives:**

- Read physician orders and requisitions  
- Set priorities for specimen collection  
- Coordinate and schedule time intervals for tests.  
- Record workload on daily, weekly and monthly basis.  
- Communicate with patient areas regarding special scheduling and special situations.  
- Inform patient of special test requirements.  
- Chart or file laboratory generated reports properly.  
- Enter, retrieve, and verify patient collection data and special notations using appropriate sources.  
  
-collection data  
-time and date  
-why specimen  
-clean catch specimen  
-special notations, etc.  
  
  
-Maintaining inventory levels, order and restock supplies.  
-Review pending collection requests for accuracy and neatness.  
-Document errors following facility policies entering wrong test in computer, cancellation, and canceling duplicate orders, etc.  
-Perform computer, printer operations, and keyboarding procedures.  
-Perform computer and manual backup procedures.

**Recommended Resources:**

**Course Name:** Safety, Legal Issues and Quality Control

**Course Hours:** 15

**Course Description:** This course will enhance the student's knowledge of safety procedures as they relate to phlebotomy. This course provides the student with the knowledge and skills in maintaining the standard procedures necessary for a laboratory. This course will enhance the student's knowledge of legal and ethical issues to consider in the profession.

**Course Objectives:**

Quality Control  
  
-Perform quality control test.  
-Determine specimen appropriateness  
-Check for expired supplies  
-Perform routine maintenance of equipment  
-Perform routine calibration of equipment.  
-Process patient history.  
-Manage test results of equipment.  
  
Safety Procedures  
  
-Identify appropriate regulatory and standard-setting agencies.  
-Use material safety data sheets.  
-Practice universal precautions  
-Practice infection control and isolation techniques.  
-Recognize patient problems related to syncope, nausea, and other complications and take appropriate action.  
-Follow facility fire and disaster procedures.  
-Follow National Committee of Clinical Laboratory Standards (NCCLS) safety and equipment guidelines.  
-Dispose of biohazardous materials following OSHA guidelines.  
  
Legal Issues  
  
-Recognize liability associated with the practice of phlebotomy.  
-Practice AMA and AHA patients' bill of rights.  
-Protect patient confidentiality.  
-Function within the facility's scope of practice for a phlebotomist.

**Recommended Resources:**

**Course Name:** Phlebotomy Specimen Collection and Processing

**Course Hours:** 45

**Course Description:**

The phlebotomist must be able to recognize appropriate methods for analyzing specimens. In this course, the student will learn these methods in collecting and processing the specimen to be analyzed.

**Course Objectives:**

**Obtain Blood Samples**  
  
-Identify correct patient properly.  
-Select appropriate containers for specimens and utilize requirements for container identification.  
-Recognize anatomical and physiological aspects of blood collection.  
-Prepare patient for various tests.  
-Select proper collection site.  
-Select appropriate collection system.  
-Perform collection.  
-Collect specimen in proper draw sequence.  
-Provide proper post-care of puncture sites.  
-Handle blood samples to maintain specimen integrity.  
-Label blood bank specimens according to AABB standards  
  
**Perform Specimen Collection and Processing**  
  
-Properly collect, label, transport, and handle specimens following time, temperature, and light requirements.  
-Properly collect and handle specimen for blood culture.  
-Select proper station for specimen delivery.  
-Process specimens for shipping.  
-Instruct patient in the collection of urine specimens.  
-Instruct patient in the collection of other specimens.  
-Properly store specimens following time, temperature, and light requirements.  
-Process specimen using established facility procedures.  
-Collect and properly handle specimen for therapeutic phlebotomy.  
-Recognize common problems.  
-Collect and handle units for transfusion.  
  
**Organize Work Assignments and Use Time Management Techniques**  
  
-Read physician orders and requisitions.  
-Set priorities for specimen collection.  
-Coordinate and schedule time intervals for tolerance tests.  
-Coordinate and schedule time intervals for drugs-dependent tests.  
-Record workload on daily, weekly and monthly basis.  
-Refer problems to supervisor.  
-Perform 20-200 venipunctures while in clinical rotation.(As determined by facility and/or accreditation requirements)  
  
-Perform 25 capillary sticks while in clinical rotation.

**Recommended Resources:**

**Course Name:** Phlebotomy Practicum

**Course Hours:** 120

**Course Description:** This externship is designed to provide students with hands-on experience in a clinical, physician's office or laboratory setting. Students are required to complete the full 120 hours in order to receive credit for the course.

**Course Objectives:**

-Label blood bank specimens according to American Association of Blood Bank (AABB) standards.  
-Properly collect, label, transport and handle specimens following time, temperature and light requirements.  
-Properly collect and handle specimens for blood cultures.  
-Select proper station for specimen delivery.  
-Process specimens for shipping.  
-Instruct patient in the collection of urine and other specimens.  
-Properly store specimens following time, temperature and light requirements.  
-Process specimen using established facility procedures.  
-Collect and properly handle specimen for therapeutic phlebotomy.  
-Recognize common problems (hematoma, special pts, indwelling lines and adverse donor reactions)  
-Collect and handle units for transfusion.  
-Perform 20- 200 venipunctures while in clinical rotation.  
-Perform 25 capillary sticks while in clinical rotation.

**Recommended Resources:**