

Phlebotomy Technician

CHSE-143

Spring 2021 Section All 2 Credits 01/11/2021 to 05/10/2021 Modified 12/16/2020

Description

This course is designed to prepare a person to function as a phlebotomy technician. It will provide the knowledge and skill necessary to safely and skillfully ensure patient identification, obtain a blood sample from a patient, and properly handle specimens after collection. The course includes lecture and campus laboratory. (F,Sp,Su)

Contact Hours

Lecture	16	Lab	32	Other	0	Total Hrs	48
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Requisites

Prerequisite Course: None

Placement Scores: Reading Level 5 or (Reading Level 4 and ENGL 099 concurrently) and Writing Level 4

Student Learning Outcomes

Upon successful completion of this course, students should be able to:

- A. Perform venipunctures, capillary punctures, and site care.
- B. Obtain and prepare blood specimens.
- C. Identify and label correct tubes and codes.
- D. Use terminology applicable to Phlebotomy.
- E. Complete Lab Request Forms.
- F. Use appropriate safety barriers when performing phlebotomy.
- G. Perform finger punctures (micro method).
- H. Perform Glucose Tolerance Test.
- I. Perform blood culture using sterile technique.
- J. Use three steps to patient approach and identification.
- K. Perform all procedures within Infection Control Guidelines.
- L. Use knowledge of Anatomy and Physiology as it applies to laboratory setting.
- M. Exhibit the behavior of a professional in the discipline.
 - 1. Demonstrate dependability:
 - a. Work when scheduled.
 - b. Be punctual.
 - c. Follow facility policies and procedures
 - 2. Demonstrate organizational skills:
 - a. Complete work assignments efficiently
 - 3. Display honesty and integrity in relationships.
 - 4. Demonstrate initiative by realistic goal:
 - a. Setting

- b. Evaluation
- c. Achievement
- N. Perform and maintain skills required for the specific discipline.
 1. Use technology as required by the facility.
 2. Think critically.
- O. Maintain regulatory standards as defined by the discipline.
 1. Work within OSHA standards and HIPAA guidelines.
 2. Uphold patient/resident/client rights.
 3. Maintain confidentiality.
- P. Use effective interpersonal communication.
 1. Comprehend and communicate verbally and in writing, in the English Language.
 2. Use industry forms and documents.
 3. Work with peers and supervisors in one-to-one and/or group interactions.
 4. Work as a member of a diverse team.
- Q. Participate in Quality Control procedures as required by the employer.

Materials

Other Materials/Resources

Overhead materials, handouts.

Students must complete federal, state, and college regulatory training and testing as mandated by law. This includes, but is not limited to, OSHA (Occupational Safety and Health Administration) regulations, Bloodborne and Infectious Disease Standards, and any new recommendations that are published by regulatory agencies. Students must be in compliance with regulations and laws at both LCC and any clinical site(s) where they are assigned. Please see course materials for additional regulatory requirements (i.e. HIPAA training). Students who do not complete the above training and testing by the divisional compliance date will be dropped from the course.

Tools, Equipment or Apparel (Required of the Student)

Students will be required to purchase a "Phlebotomy Kit" and white lab jacket.

Evaluation

Student Electronic Access to Grades

D2L is the College's Course Management System which includes a gradebook function allowing students access to their grades in order to receive timely and meaningful feedback on their progress in the course at any time. These grades will align with the Evaluation Criteria listed in this syllabus. D2L is accessed through the MyLCC page.

Whenever practicable, results for graded items should be posted electronically within 48 hours after the instructor has completed the grading process for the items, and final grades for the course should be entered no later than the specified grading day.

Criteria

Type	Weight	Topic	Notes
Class Participation	5-15%		
Final Exam	5-40%		
Lab Procedures	5-35%		
Quizzes	5-20%		

Type	Weight	Topic	Notes
Practical	20-30%		
Other	0-20%		
Additional Information			Students must complete this course with a minimum grade of 3.0 AND maintain a cumulative grade point average of 2.0 or above in all courses taken at the college to receive a certificate for this course.

Breakdown

College Grading Standards	Recommended Guidelines for Student Grades
4.0 --- Excellent	4.0 --- 91 – 100%
3.5 --- -----	3.5 --- 86 – 90%
3.0 --- Good	3.0 --- 81 – 85%
2.5 --- -----	2.5 --- 76 – 80%
2.0 --- Satisfactory	2.0 --- 71 – 75%
1.5 --- -----	1.5 --- 66 – 70%
1.0 --- Poor	1.0 --- 60 – 65%
0.0 --- -----	0.0 --- 0 – 59%

* Course Policies

Class Attendance/Participation

Other

Extra Credit

Extra credit may be available in this course. This information is provided by the section instructor.

Institutional Policies

Transfer Potential

For transfer information, please consult the LCC [Transfer webpage \(https://lcc.edu/academics/transfer/\)](https://lcc.edu/academics/transfer/). In addition, the [Michigan Transfer Network website \(https://www.mitransfer.org/\)](https://www.mitransfer.org/) allows students the ability to search courses and discover how those courses transfer to colleges and universities statewide.

The Michigan Transfer Agreement (MTA) simplifies the transfer of students from one Michigan institution to another. For the most current information, see the LCC [General Education webpage \(https://www.lcc.edu/academics/catalog/general-education/index.html\)](https://www.lcc.edu/academics/catalog/general-education/index.html).

For additional transfer information contact the Academic Advising Center in the Gannon Building - Star Zone, (517) 483-1904.

Disability Statement

Students with disabilities who believe that they may need accommodations in this class are encouraged to contact the Center for Student Access, Gannon Building, Star Zone - Center for Student Support, via the [Center for Student Access website \(https://lcc.edu/services/access/\)](https://lcc.edu/services/access/), or by calling (517) 483-5323 as soon as possible to better ensure that such accommodations are implemented in a timely fashion.

Student Code of Conduct and General Rules and Guidelines

LCC supports a positive learning environment that provides opportunities for student success. The College recognizes the value and importance of a safe and orderly learning environment that encourages honesty, integrity, and ethical conduct. The [Student Code of Conduct and General Rules and Guidelines \(https://lcc.edu/academics/documents/pdf-policies/catalog-student-rules-and-guidelines.pdf\)](https://lcc.edu/academics/documents/pdf-policies/catalog-student-rules-and-guidelines.pdf) ensure the protection of student rights and the health and safety of the College community, as well as aid in the efficient operation of College programs. In addition, the College has established procedures for addressing reports of alleged violations.

It is the responsibility of the student to be familiar with, and abide by, the Student Code of Conduct, as well as the General Rules and Guidelines. Furthermore, the instructor may establish reasonable guidelines within the classroom environment. Violations of the Student Code of Conduct and General Rules and Guidelines may be reported to the [Office of Student Compliance \(mailto:lcc-osc@lcc.edu\)](mailto:lcc-osc@lcc.edu).

Enrollment Verification

Class attendance and participation are essential to student success. Instructors will update class rosters by the 8th day after the start date of sections less than 8 weeks long, and by the 15th day after the start date of sections 8 weeks or longer to accurately reflect student enrollment in each course. Students who have not attended by these dates may be administratively dropped and responsible for any required tuition and fee charges.

Academic Success Coaches

At Lansing Community College, student success is our top priority. Our Academic Success Coaches mentor students to help them meet their educational, personal and career goals. LCC faculty or staff may refer you to an Academic Success Coach if they recognize that mentoring or assistance may be helpful to you. Please monitor your LCC email for referral notifications. Your participation in academic success coaching is voluntary.

In addition, we encourage you to contact an Academic Success Coach on your own if you need help, guidance or assistance to reach your goals. To contact an Academic Success Coach, call (517) 483-1422, email [lcc-successteam@star.lcc.edu \(mailto:lcc-successteam@star.lcc.edu\)](mailto:lcc-successteam@star.lcc.edu), or visit the [Academic Success Coaching Team website \(https://www.lcc.edu/admissions-financial-aid/get-started/success-coaches.html/\)](https://www.lcc.edu/admissions-financial-aid/get-started/success-coaches.html/) for more information.

Nondiscrimination Statement

Lansing Community College is committed to providing equal employment opportunities and equal education for all persons regardless of race, color, sex, age, religion, national origin, creed, ancestry, height, weight, sexual orientation, gender identity, gender expression, disability, familial status, marital status, military status, veteran's status, or other status as protected by law, or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position or that is unrelated to the person's ability to participate in educational programs, courses services or activities offered by the college.

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies: Equal Opportunity Officer, Washington Court Place, 309 N. Washington Square Lansing, MI 48933, 517-483-1730; Employee Coordinator 504/ADA, Administration Building, 610 N. Capitol Ave. Lansing, MI 48933, 517-483-1875; Student Coordinator 504/ADA, Gannon Building, 411 N. Grand Ave. Lansing, MI 48933, 517-483-1885; Sarah Velez, Human Resource Manager/Title IX Coordinator, Administration Building, 610 N. Capitol Ave. Lansing, MI 48933, 517-483-1874; Christine Thompson, Student Title IX Coordinator, Gannon Building, 411 N. Grand Ave. Lansing, MI 48933, 517-483-1261.

Compliance with COVID-19 Safety Precautions

All students, employees and visitors have a part to play in keeping the LCC community safe. Everyone entering campus is required to adhere to the safety measures as outlined on the [Spring Refresh 2021 webpage](https://www.lcc.edu/coronavirus/index.html) (<https://www.lcc.edu/coronavirus/index.html>). Reports of noncompliance will be submitted to the Student Compliance Office for appropriate action. Students with questions or concerns should email student.concerns@star.lcc.edu.

Media Release Statement

Photographs, pictures, slides, movies, video, or other media coverage of students may be taken for College-related business, in connection with their enrollment or participation in LCC activities without compensation from LCC, its Trustees, officers, directors, employees, students and agents of each of them, and photographs, pictures, slides, movies, video, or other media coverage of students may be used for any legal purposes.

Additional Items

Course Practices

- A. Students must willingly and supportively practice phlebotomy techniques on each other.
- B. The student's final grade includes points for the number of procedures performed. Thus, participation is important. Students are responsible for scheduling any make-up work as well as for attaining any notes not taken due to an absence.
- C. Make-up tests are permitted provided the student schedules the make-up test with an instructor ASAP. Make-up tests must be completed by the following class session.
- D. Due to the unique challenge of performing AND receiving venipunctures and skin punctures during every class, a cheerful and enthusiastic attitude is MOST helpful to success in this class.
- E. In addition to regular class time, students are required to complete Bloodborne Pathogens Training on-line. Information will be distributed at the first class session.

Course Specific Information

SAFETY PROCEDURES / INFECTION CONTROL:

- A. Handwashing: (See 9 step handout.) Must be performed before gloves are put on and after gloves are removed.
- B. Gloves must be worn when in contact with blood and body fluids and be changed between each patient.
- C. Gloves saturated with blood must be discarded in a (labeled) biohazardous container located on the walls in lab. All others may be placed in waste basket.
- D. Goggles will be provided and located on Phlebotomy blood collection tray. Each student wearing goggles is required to clean goggles before/after wearing and replace on tray.
- E. To clean goggles, place in handwashing sink. Spray with disinfectant located on Phlebotomy Case Cart. Rinse with warm water and paper towel dry. Replace on drawing tray.
- F. K-pad will be provided on collection tray to protect bedding from blood spill. K-pad soiled with blood should be discarded in waste paper basket.
- G. If tourniquet becomes soiled with blood, place in handwashing sink, spray with disinfectant, and paper towel dry.

LABORATORY DRESS CODE:

- A. A lab coat that is long-sleeved is required starting the second week of lab. Shoes must be closed-toe and closed-heel. No shorts, short skirts, or capris are allowed. Students without lab coat or proper attire will not be allowed in lab and thus will lose credit due to unperformed procedures.
- B. Sharp containers will be provided and located on the walls and phlebotomy carts in lab.
- C. Puncture resistant biohazardous container will be used to discard ALL sharps. This includes: needles (never recapped), lancets, test tubes, and syringes.

TECHNICAL STANDARDS FOR PHLEBOTOMY STUDENTS:

Students must be able to meet the following standards:

- A. **Strength:** Perform physical activities including the ability to support a patient if the patient should become weak and unable

to remain upright.

- B. **Manual Dexterity:** Safely perform laboratory procedures appropriate to handling and processing specimens. Accurately and safely perform phlebotomy and other specimen collections.
 - C. **Coordination:** Hand/eye coordination and arm-hand steadiness to accurately and safely identify and perform phlebotomy including the order of draw as well as other types of specimen collection.
 - D. **Mobility:** Provide point of care testing. Safely access patients, laboratory equipment, supplies and reagents in a variety of settings. Safely support a patient if the patient should become weak and unable to remain upright.
 - E. **Visual Ability:** Ability to discriminate color and see objects closely as in reading labels, syringes, etc.
 - F. **Tactile:** Tactile ability sufficient for vein identification and needle insertion while maintaining safety and sterility.
 - G. **Hearing:** Able to hear and distinguish normal volume sounds with varying levels of background noise.
 - H. **Concentration:** Ability to concentrate on details with a moderate amount of interruptions.
 - I. **Critical Thinking:** Possess critical thinking ability sufficient for effective judgment in the clinical setting. Able to apply theoretical concepts to clinical settings.
 - J. **Communication:** Able to communicate effectively, in English, for interaction with others in verbal and written form.
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