ADVANCED PHLEBOTOMY TECHNIQUES I
Course Syllabus

Course Number: HLTH-0531A
OCAS Code: None
Course Length: 60 Hours
Career Cluster: Health Science
Career Pathway: Therapeutic Services
Career Major(s): Basic Medical Assistant/Clinical Medical Assistant, Medical Assistant with Phlebotomy

Pre-requisite(s): Students are introduced to the basic techniques of phlebotomy as used in a medical laboratory or clinical setting and are prepared for certification and employment in a lab, hospital, or medical clinical setting.

Course Description: Students are introduced to the basic techniques of phlebotomy as used in a medical laboratory or clinical setting and are prepared for certification and employment in a lab, hospital, or medical clinical setting.

Textbooks:
Dahl, Barbara; Lindh, Wilberta; Pooler, Marilyn; and Tamparo, Carol 2010. Comprehensive Medical Assisting.

Internet resources
http://www.osha.gov/SLTC/bloodbornepathogens
http://www.cdc.gov/niosh/topics/bbp
http://www.fda.gov
http://www.aamp.net

Course Objectives: Phlebotomy and the Health-Care Delivery System

1. State the traditional and expanding duties of the phlebotomist.
2. Describe the professional characteristics that are important for a phlebotomist.
3. Discuss the importance of communication and interpersonal skills for the phlebotomist within the laboratory with patients and with personnel in other departments.
4. State and describe the three components of communication.
5. List the barriers to communication and the methods to overcome them.
6. Describe a phlebotomist using correct listening and body language skills.
7. State six rules of proper telephone etiquette.
8. Define cultural diversity and discuss the actions needed by a phlebotomist when encountering cultural diversity.
9. State the competencies expected of a Certified Phlebotomist.
10. Describe the different types of health care settings in which a phlebotomist may be employed.

The Clinical Laboratory

1. Describe the qualifications and functions of the personnel employed in a clinical laboratory.
2. Discuss the basic functions of the hematology, chemistry, blood bank, serology, microbiology, and urinalysis sections.
3. Describe the appropriate collection and handling of samples handled in the
Regulatory, Ethical, and Legal Issues
1. Discuss the roles of the Clinical Laboratory Amendments (CLIA).
2. Discuss the JCAHO patient safety goals that relate to the lab and the phlebotomist.
3. Explain the role of the phlebotomist in complying with the patient’s bill of rights.
4. Differentiate between ethics and medical law.
5. State the primary role of the phlebotomist in complying with HIPAA.
6. Define assault, battery, and defamation.
7. Describe how phlebotomists can be involved in a malpractice suite.
8. Describe how phlebotomists should respond to a patient that refuses a venipuncture.

Safety and Infection Control
1. List six precautions observed by phlebotomists to avoid physical hazards.
2. List and describe the six components of the chain of infection and the safety precautions that will break the chain.
3. Describe the correct procedure for performing routine hand hygiene.
4. List and state the purpose of the personal protective equipment used by phlebotomists.
5. Describe the symptoms of latex allergy.
6. List in order the actions to be taken if an exposure to blood borne pathogens occurs.
7. Describe safety precautions used when handling chemicals and the purpose of an MSDS.

Venipuncture Equipment
1. Discuss the use of a blood collection tray, transport carriers, and drawing stations.
2. List the items that may be carried on a phlebotomist’s tray.
3. Differentiate among the various needle sizes as to gauge, length, and purpose.
4. Describe the OSHA required safety needles and equipment.
5. Discuss methods to dispose of contaminated needles safely.
6. Differentiate among an evacuated tube system, syringe, winged infusion set, and state the advantages and disadvantages.
7. Identify the types of evacuated tubes by color code, and state the anticoagulants and additives present, any special characteristics, and the purpose of each.
8. Describe the purpose and types of tourniquets.
9. List the correct order of draw when collecting multiple tubes of blood.

Routine Venipuncture and Blood Collection Techniques
1. Recognize the importance of correct blood collection techniques in managing total patient care.
2. List the factors that influence the integrity of a blood specimen.
3. Discuss safety precautions as related to blood collection.
4. Differentiate between whole blood, plasma, and serum.
5. State the purpose of quality assurance in blood collection.
6. Differentiate between arterial, venous, and capillary blood.
7. Describe the appearance of a hemolyzed and lipemic specimen.
8. Explain the action of anticoagulants to prevent blood coagulation.
Venipuncture Complications and Preexamination Variables
1. List nine causes of hematomas.
2. State the procedures for coordinating requisition forms, patient identification, and labeling of tubes.
3. Identify patient complications and describe methods to handle each situation.
4. Discuss the procedure to follow when a patient develops syncope during the venipuncture procedure.
5. State reasons why blood should be drawn from a hematoma, burned or scarred area, or an arm adjacent to a mastectomy.
6. Describe the venipuncture procedure using a syringe, winged blood collection set, the technique involved and the disposal of equipment.

1 ODCTE Objective
All unmarked objectives are TTC instructor developed.

Teaching Methods: The class will primarily be taught by the lecture and demonstration method and supported by various media materials to address various learning styles. There will be question and answer sessions over material covered in lecture and media presentations. Supervised lab time is provided for students to complete required projects.

Grading Procedures: 1. Students are graded on theory and lab practice and performance.
2. Each course must be passed with seventy (70%) percent or better.
3. Grading scale: A=90-100%, B=80-89%, C=70-79%, D=60-69%, F=50-59%.
4. Career Major grades established during coursework are a major criteria in successfully obtaining certification.

Description of Classroom, Laboratories, and Equipment: Tulsa Technology Center campuses are owned and operated by Tulsa Technology Center School District No. 18. All programs provide students the opportunity to work with professionally certified instructors in modern, well-equipped facilities.

Available Certifications/College Credit
The student may be eligible to take state, national or industry exam after completion of the program. College credit may be issued from Oklahoma State University-Okmulgee, Rogers State University or Tulsa Community College. See program counselor for additional information.

College Credit Eligibility: The student must maintain a grade point average of 2.0 or better.