# ADVANCED PHLEBOTOMY TECHNIQUES II
## Course Syllabus

- **Course Number:** HLTH-0531B  
- **OHLAP Credit:** No  
- **OCAS Code:** None  
- **Course Length:** 45 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.

### Textbooks:

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

### Internet resources

- [http://www.cdc.gov/niosh/topics/bbp](http://www.cdc.gov/niosh/topics/bbp)  
- [http://www.fda.gov](http://www.fda.gov)  
- [http://www.aamp.net](http://www.aamp.net)

### Course Objectives:

**Basic Medical Terminology**

1. Define and state the purpose of prefixes, word roots, suffixes, and combining forms.
2. Correctly form medical terms using prefixes, word roots, suffixes, and combining forms.
3. State the meaning of the commonly used prefixes, word roots, and suffixes.
4. Associate common word roots with the corresponding body systems.
5. State the different plural forms for medical terms.
6. Define the meanings for common medical abbreviations.
7. Name the abbreviations on the Joint Commission “Do not use” list.

**Basic Anatomy and Physiology**

1. Explain the levels of organization of the human body.
2. Use directional terms to describe the position and location of body structures.
3. List the body cavities and the main organs contained in each cavity.
4. State the four quadrants of the abdominopelvic cavity.
5. List the major disorders associated with each body system.
6. Relate the major diagnostic laboratory tests to their associated systems.

**Circulatory System**
1. Briefly describe the functions of the blood vessels, heart, and blood.
2. Differentiate between arteries, veins, and capillary by structure and function.
3. Locate the femoral, radial, brachial, and ulnar arteries.
4. Locate the basilic, cephalic, median cubital, radial, and saphenous veins.
5. Trace the pathway of blood through the heart and define the function of each chamber.
6. Identify the components of the blood.
7. State the major function of red blood cells, white blood cells, and platelets.
8. Briefly explain the coagulation process.
9. Describe the major disorders associated with the circulatory system.
10. State the clinical correlations of laboratory tests associated with the circulatory system.

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 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.