



Phlebotomy Technician

84 In-Classroom Hours / 40 Clinical Hours

Certified Medical Scribe Specialists (CMSS) are credentialed and certified clinical assistants to the physician. **Each successful candidate is issued a 12-month CMS compliance issuance of certification and credentials.** CMS has asked that each provider or practice maintain a copy of the CMSS Specialist crosswalk and CMSS Compliance Certificate document in their files, just as they would retain documentation outlining their individual approach and method, as well as staffing protocols for audit purposes. ACMSS requires 3 accredited hours of Continuing Medical Education, as approved by ACMSS.

General Information:

Call for details- Classes start soon! Flexible schedules.

Course Overview:

84 In Classroom Hours / 40 Internship Hours / Day - Evening - Weekend Schedules Available

Note: The retail cost of the course includes all materials necessary for this program and the AMCA Phlebotomy Technician certification exam.

General Information:

Call for details. - Classes start soon! Flexible schedules.

Course Description:

This program prepares students to be professional phlebotomy technicians dedicated to the art of blood withdrawal. Graduates are equipped to prepare the patient, perform venipuncture and assist to maintain the quality of the specimen. The program goal is to prepare competent entry-level phlebotomy technicians in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.

Topics Covered:

1. Explain basic anatomy and physiology of the circulatory system.
2. Define "standard precautions" and apply its principles to all procedures.

3. Practice the use of medical terminology relating to the circulatory system.
4. List methods of client and specimen identification.
5. Describe proper bedside manner and how to prepare the client for venipuncture collection.
6. Identify locations on the human body appropriate for venipuncture collection.
7. List the different colors used to code blood specimens and what they stand for.
8. Perform venipuncture by sterile needle and syringe, butterfly or the vacuum method.
9. Demonstrate how to dispense blood into tubes following syringe collection.
10. Perform skin punctures to obtain capillary blood specimens.
11. Outline post-puncture care of the client.
12. Prepare blood specimens for the laboratory.
13. List potential pre-analytical sources of specimen error.
14. Explain the potential risks and complications of the venipuncture procedure.
15. Describe the role of quality assurance in the practice of phlebotomy.
16. Discuss the scope of practice of the Certified Phlebotomy Technician.
17. Outline the process of application for State certification.
18. (40-hour Internship) Perform, at minimum, 100 venipunctures and 10 skin punctures in a clinical setting.

Modules:

1. Introduction to Phlebotomy
2. Health Care Structure
3. Safety
4. Infection Control
5. Medical Terminology
6. Human Anatomy and Physiology
7. Circulatory, Lymphatic, and Immune Systems
8. Venipuncture Equipment
9. Routine Venipuncture
10. Capillary Collection
11. Venipuncture Complications
12. Blood Collection in Special Populations
13. Arterial Blood Collection
14. Special Collections and Procedures
15. Special Nonblood Collection Procedures
16. Specimen Handling, Transport and Processing
17. Point-of Care Testing
18. Quality Phlebotomy
19. Legal Issues in Phlebotomy

Instructional Strategies:

- Self-Directed Study
- Skills Demonstration
- Simulation

Methods of Evaluation:

- Quizzes & Exams
- Skills Demonstration
- Learner-Centered Activities
- Externship

Grading System:

Student must pass all unit tests and module exams at 70% or better to be eligible for a certificate of completion and to be prepared to take the final examination if applicable in their particular program.

Attendance:

Students are expected to arrive on time and participate in course discussions. Successful completion of the course of study recommends 100% attendance. If during the course period the student's attendance level drops below 80%, they will be encouraged and given the opportunity to attend the next class for the course they enrolled in. Should materials change, student is responsible for all additional cost.

Refund Policy:

- **3-DAY MONEY BACK POLICY:** Students may withdraw from the program for any reason within 3 days of executing the enrollment agreement **prior to the start of program**. In this case, the student's enrollment agreement shall be rescinded provided the student returns all course materials.
- **No Refund after 3 days:** If, for any reason, a student wishes to withdraw after the initial 3-day period prior to the start of the class, they are not released from their obligation to pay the program fees in full and are not entitled to any refund.

Re-Admission Policy:

Any student who has dropped out of the program, or has been suspended from the program for nonattendance may be readmitted within one year by completing a personal interview with the director of education and paying any applicable fees at the time of readmission. Students who were terminated due to conduct issues are not eligible to be readmitted.

Policy on Student Conduct:

Appropriate Conduct: All students are expected to conduct themselves in an orderly and professional manner. Any student not conducting themselves in an orderly and professional manner, which includes use of drugs and alcohol during school hours, dishonesty, disrupting classes, use of profanity, excessive tardiness, insubordination, violation of safety rules, improper usage of lab or classroom computers, or not abiding by the school rules will lead to either probation or dismissal from classes.