

# Phlebotomy

## 17-513-1 Technical Certificate

### Campuses: New Richmond and Rice Lake



### Overview

The Phlebotomy certificate provides practical training in the collection of blood specimens by venipuncture and capillary puncture for the purpose of lab analysis. Phlebotomy students are also trained in non-blood specimen collection procedures, specimen processing and basic laboratory skills. Customer service and communications are also covered to provide required skills for working directly with patients. A 100-hour clinical phlebotomy experience is required including a minimum of 100 successful blood collection procedures. Job opportunities for phlebotomist exist in hospital and clinical laboratories.

### Admission Requirements

- Complete application/registration process and submit registration fee
- Review and sign Background Check Disclosure
- Review and sign the Functional Abilities Disclosure

After Admissions Requirements are complete, register for classes:

<http://www.witc.edu/currentstudents/registration.htm>

### Program-Specific Requirements

- Have acceptable results based on the Wisconsin Caregiver Background Check, National Criminal Background Check, Minnesota Caregiver Background Check (if applicable), and other states, if applicable
- Pass a physical exam, have current immunizations, and demonstrate negative status for Tuberculosis (Tb)
- Review and sign Nursing and Allied Health Division Confidentiality Statement
- Attend a mandatory session scheduled prior to the start of classes

### Program Outcomes

After completion of this certificate, employers will expect students to be able to:

- Collect transport, handle, and process blood and other specimens
- Recognize conditions that might alter collections
- Correlate types of lab tests to the written diagnosis
- Adhere to infection control and safety policies and procedures
- Demonstrate professional interpersonal skills with patients, family members, and other healthcare personnel
- Perform within legal and ethical boundaries
- Perform basic laboratory testing procedures under appropriate supervision
- Process requisitions

### Career Outlook

Upon completion of the certificate, typical settings for employment include:

- Clinical Laboratories
- Emergency Room Services
- Extended Care Facilities
- Insurance Companies
- Nursing Homes
- Outpatient Services

### Related Program

- Medical Assistant

### Curriculum

Number	Course Title	Credits
10501101	Medical Terminology or	3
10806177	General Anatomy and Physiology	4
10160143	Medical Office Procedures and Customer Service	2
10513110	Basic Lab Skills	1
10513111	Phlebotomy*	2
10513112	Phlebotomy Clinical*	2
10801196	Oral/Interpersonal Communication	3

CERTIFICATE REQUIREMENTS **13-14**

\* Requires a prerequisite and/or corequisite that must be completed with a grade point of 2.0 or better.

## Course Descriptions

#### 10501101

#### Medical Terminology - Credits: 3

Focuses on the component parts of medical terms: prefixes, suffixes and word roots. Students practice formation, analysis and reconstruction of terms. Emphasis on spelling, definition and pronunciation. Introduction to operative, diagnostic, therapeutic and symptomatic terminology of all body systems, as well as systemic and surgical terminology.

#### 10806177

#### General Anatomy and Physiology - Credits: 4

Examines basic concepts of human anatomy and physiology as they relate to health sciences. Using a body systems approach, the course emphasizes the interrelationships between structure and function at the gross and microscopic levels of organization of the entire human body. It is intended to prepare health care professionals who need to apply basic concepts of whole body anatomy and physiology to informed decision-making and professional communication with colleagues and patients. This course includes a one-credit lab component that supports the course objectives. (This course also provides the foundation, and is prerequisite to, Advanced Anatomy and Physiology.) NOTE: Successful completion of a chemistry course within the last five years is highly recommended.

#### 10160143

#### Medical Office Procedures and Customer Service - Credits: 2

This course develops professional skills and attitudes needed in a medical business environment. Skills developed include an ability to communicate effectively with patients and other medical office staff, manage time effectively, schedule patients, greet patients, use the telephone properly, process mail, apply ergonomics and office safety, and use medical computer software efficiently.

#### 10513110

#### Basic Lab Skills - Credits: 1

This course explores health career options and the fundamental principles and procedures performed in the clinical laboratory. You will utilize medical terminology and basic laboratory equipment. You will follow required safety and infection control procedures and perform simple laboratory tests. PREREQUISITE: Admission to Phlebotomy certificate.

#### 10513111

#### Phlebotomy - Credits: 2

This course provides opportunities for learners to perform routine venipuncture, routine capillary puncture and special collection procedures. PREREQUISITE: Admission to Phlebotomy certificate and COREQUISITES: 10513110 Basic Lab Skills and 10513112 Phlebotomy Clinical.

#### 10513112

#### Phlebotomy Clinical - Credits: 2

Provides students with experiences at a hospital or clinic in order to complete phlebotomy activities. Students complete venipunctures, perform administration of glucose testing, collect specimens, perform bleeding times, observe or perform arterial blood gas collections and adhere to safety regulations as established by the clinical site. PREREQUISITES: Admission to Phlebotomy certificate and COREQUISITES: 10513110 Basic Lab Skills, 10513111 Phlebotomy, 10501101 Medical Terminology or 10806177 General Anatomy and Physiology, 10160143 Medical Office Procedures and Customer Service, 10801196 Oral/Interpersonal Communication and criminal background check.

#### 10801196

#### Oral/Interpersonal Communication - Credits: 3

Focuses upon developing speaking, verbal and nonverbal communication, and listening skills through individual presentations, group activities, and other projects.