# Principles of Phlebotomy Course No. 14104 Credit: 0.5

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| --- | --- | --- | --- |
| **Student name:**  |  | **Graduation Date:** |  |

Pathways and CIP Codes:Health Science (51.3901)

Course Description: **Application Level:** Students acquire knowledge, skills, and experiences related to the drawing of blood and typically learn about such topics as infection control, sterilization practices, medical/hospital procedures and environments, diagnostic procedures, and the process of drawing blood.

Directions:The following competencies are required for full approval of this course. Check the appropriate number to indicate the level of competency reached for learner evaluation.

**RATING SCALE:**

4. Exemplary Achievement: Student possesses outstanding knowledge, skills or professional attitude.

3. Proficient Achievement:Student demonstrates good knowledge, skills or professional attitude. Requires limited supervision.

2. Limited Achievement:Student demonstrates fragmented knowledge, skills or professional attitude. Requires close supervision.

1. Inadequate Achievement:Student lacks knowledge, skills or professional attitude.

0. No Instruction/Training:Student has not received instruction or training in this area.

## Benchmark 1: Use Verbal and Written Communications

### Competencies

| **#** | **DESCRIPTION** | **RATING** |
| --- | --- | --- |
| 1.1 | Identify and use various forms of communication. |  |
| 1.2 | Identify barriers to communication. |  |
| 1.3 | Use basic medical terminology and approved abbreviations. |  |
| 1.4 | Demonstrate basic computer skills. |  |
| 1.5 | Properly identify patients. |  |
| 1.6 | Assist with explaining activities to patient. |  |
| 1.7 | Demonstrate effective teamwork as a member of the healthcare team. |  |

## Benchmark 2: Demonstrate Accepted Professional Communications And Interpersonal Skills

### Competencies

| **#** | **DESCRIPTION** | **RATING** |
| --- | --- | --- |
| 2.1 | Recognize appropriate, effective, and professional behavior. |  |
| 2.2 | Communicate appropriately with the patients and members of the healthcare team. |  |
| 2.3 | Explain, to the patient, the procedure to be used in specimen collection. |  |
| 2.4 | Maintain acceptable appearance, grooming, and personal hygiene (professionalism). |  |

## Benchmark 3: Demonstrate And Understand All Legal Issues In The Healthcare Setting

### Competencies

| **#** | **DESCRIPTION** | **RATING** |
| --- | --- | --- |
| 3.1 | Explain the policies of patient rights and responsibilities. |  |
| 3.2 | Describe appropriate and legal use of the patients medical records. |  |
| 3.3 | Demonstrate understanding of ethical behavior, professional liability, legal aspects, and the importance of following protocol and chain of command. |  |

## Benchmark 4: Discuss Phlebotomy In Relation To The Health Care Setting

### Competencies

| **#** | **DESCRIPTION** | **RATING** |
| --- | --- | --- |
| 4.1 | List, classify, and discuss various departments and services within the healthcare setting in which the phlebotomist must interact to obtain laboratory specimens from patients. |  |
| 4.2 | Identify the major departments/sections within the clinical laboratory, the major types of procedures run in each department/section and their specimen requirements. |  |
| 4.3 | Describe roles of the major classifications of clinical laboratory personnel. |  |
| 4.4 | Describe the phlebotomist’s role and responsibilities in problem-solving situations (for example: problem draws, when to call the lab). |  |
| 4.5 | Identify phlebotomy procedures that may change from facility to facility. |  |
| 4.6 | Identify and describe jobs where a Phlebotomy Technician certification is needed. |  |
| 4.7 | Identify and describe job opportunities that a Phlebotomy Technician certification can lead to. |  |

## Benchmark 5: Discuss Phlebotomy In Relation To The Health Care Setting

### Competencies

| **#** | **DESCRIPTION** | **RATING** |
| --- | --- | --- |
| 5.1 | List, classify, and discuss various departments and services within the healthcare setting in which the phlebotomist must interact to obtain laboratory specimens from patients. |  |
| 5.2 | Identify the major departments/sections within the clinical laboratory, the major types of procedures run in each department/section and their specimen requirements. |  |
| 5.3 | Describe roles of the major classifications of clinical laboratory personnel. |  |
| 5.4 | Describe the phlebotomist’s role and responsibilities in problem-solving situations (for example: problem draws, when to call the lab). |  |
| 5.5 | Identify phlebotomy procedures that may change from facility to facility. |  |
| 5.6 | Identify and describe jobs where a Phlebotomy Technician certification is needed. |  |
| 5.7 | Identify and describe job opportunities that a Phlebotomy Technician certification can lead to. |  |

## Benchmark 6: Basic Math Skills

### Competencies

| **#** | **DESCRIPTION** | **RATING** |
| --- | --- | --- |
| 6.1 | Make and use measurements in both traditional and metric units. |  |
| 6.2 | Convert from regular time to 24-hour time (military time). |  |

## Benchmark 7: Identify The Anatomic Structure And Function Of Body Systems In Relation To Services Performed By The Phlebotomist

### Competencies

| **#** | **Description** | **RATING** |
| --- | --- | --- |
| 7.1 | Describe and define the circulatory system. |  |
| 7.2 | Identify, with 100% accuracy, the main superficial veins used in performing venipuncture. |  |
| 7.3 | Identify, with 100% accuracy, the most appropriate sites for venipuncture. |  |
| 7.4 | Describe, with 90% accuracy, the characteristics of whole blood, serum, plasma, and the following blood components: erythrocytes, thrombocytes (platelets), and leukocytes. |  |
| 7.5 | Coagulation: intrinsic and extrinsic pathways, hemostasis, and fibrinolysis. |  |

## Benchmark 8: Recognize And Identify Collection Reagents, Supplies, Equipment

### Competencies

| **#** | **Description** | **RATING** |
| --- | --- | --- |
| 8.1 | Gather, with 100% accuracy, proper equipment needed to collect various clinical laboratory blood specimens by venipuncture. |  |
| 8.2 | Explain the special precautions and types of equipment needed to collect blood from a neonate. |  |
| 8.3 | Identify and discuss proper use of supplies used in collecting micro specimens. |  |
| 8.4 | Discuss, with 95% accuracy, the proper use of the various types of anticoagulants, preservatives, and gels used in blood collection and the vacuum tube color-codes for these additives. |  |
| 8.5 | Describe, with 90% accuracy, the types of patients’ specimens that are analyzed in the clinical laboratory and the phlebotomist’s role in collecting and/or transporting these specimens to the laboratory. |  |
| 8.6 | Define and utilize correct medical terminology and metric equipment needed for specimen collection. |  |
| 8.7 | Describe and perform (as permitted) uses of the centrifuge. |  |

## Benchmark 9: Pre-Analtical errors

### Competencies

| **#** | **Description** | **Rating** |
| --- | --- | --- |
| 9.1 | Describe, with 90% accuracy, pre-analytical errors which can occur before specimen collection. |  |
| 9.2 | Describe, with 90% accuracy, pre-analytical errors which can occur during specimen collection. |  |
| 9.3 | Describe, with 90% accuracy, pre-analytical errors which can occur after specimen collection. |  |

## Benchmark 10: Venipuncture or capillary collection

### Competencies

| **#** | **Description** | **rating** |
| --- | --- | --- |
| 10.1 | Demonstrate skills and knowledge necessary to perform phlebotomy. |  |
| 10.2 | Discuss and perform, with 100% accuracy, methods for facilitating venipuncture collection and capillary collection. |  |
| 10.3 | List, with 100% accuracy, appropriate antiseptic agents useful in preparing sites for venipuncture/capillary puncture. |  |
| 10.4 | Perform, with 100% accuracy, appropriate methods for preparing a site for venipuncture and capillary collection, including choosing the best site. |  |
| 10.5 | Perform venipuncture by evacuated tube system, syringe, and winged infusion set (butterfly). Demonstrating appropriate use of supplies, proper handling of equipment and specimens, and patient care. |  |
| 10.6 | Describe, with 100% accuracy, the correct order of draw during venipuncture and capillary collection. |  |
| 10.7 | Demonstrate skills and knowledge necessary to perform phlebotomy for special procedures/complications. |  |

I certify that the student has received training in the areas indicated.

Instructor Signature:

For more information, contact:

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