Texarkana College
Community & Business Education Center - Allied Health Program
Phlebotomy Technician Program w/ a Clinical Externship

Fall 2019

This 170-hour Phlebotomy Technician Program prepares professionals to collect blood specimens from clients for the purpose of laboratory analysis. Students will become familiar with all aspects related to blood collection and develop comprehensive skills to perform venipunctures completely and safely. Classroom and lab work includes terminology, anatomy and physiology; blood collection procedures; specimen hands-on practice; and training in skills and techniques to perform puncture methods.

All student registrations will be “incomplete” which will prevent them from starting class at the scheduled time, if the following two documents are not submitted:

1) high school diploma or GED equivalent from the United States of America. If the student has an “out of country” diploma they must provide a translation report verifying it is equivalent to one issued in the USA.
2) a copy of their immunization record that includes at least two Hepatitis B injections.

Dates & Times: Monday & Wednesday; Sept. 9 - Nov. 18 | 6:00 p.m. - 9:30 p.m. | 90 hours classroom + 80 hours externship | 12 wks. | Saturday's: 9/21, 10/19, & 9/9 from 9 a.m. - 3:30 p.m.

Student Tuition: $1,865 (includes text books, study guides & online practice exams) plus an 80 hour externship.

Location: Health Sciences Bldg., Rm 127

Note: Upon successful completion of this program, students would be eligible to sit for the National Healthcareer Association (NHA) Certified Phlebotomy Technician (CPT) examination. The exam is scheduled two weeks after course is completed at TC, the fee is $117 and not due until end of the course.

Refund Policy: Students will receive a 100% refund upon request within 24 hours of the first class meeting.

Criminal Background Requirement: For students who may have a criminal background, please be advised that the background could keep you from being licensed by the State of Texas. If you have a question about your background and licensure, please check with the National Healthcareers Association certification board by calling 1-800-499-9092 to discuss your topic of study to determine if you are qualified to obtain a certificate in that field. You also have the right to request a criminal history evaluation letter from the applicable licensing agency.

TC does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Human Resources Director, 2500 N. Robison Rd., Texarkana, TX, 75501, (903) 823-3355, human.resources@texarkanacollege.edu

Texarkana College no discrimina en base de raza, color, origen nacional, sexo, discapacidad o edad en sus programas o actividades. Las consultas relacionadas con las políticas de no discriminación de Texarkana College deben dirigirse a: Director(a) de Recursos Humanos, 2500 N. Robison Rd., Texarkana, TX, 75599, (903) 823-3017, human.resources@texarkanacollege.edu
Phlebotomy Technician Program

Phlebotomy Technician
The Phlebotomist is a vital member of the clinical laboratory team, whose main function is to obtain patient’s blood specimens by venipuncture and microcollection. The field of Phlebotomy has greatly expanded in the past several years, and the role of this integral member of the health care team has recently been brought into much sharper focus.

Phlebotomy Technician – Employment & Education
Phlebotomist’s draw blood from patients for testing purposes. They usually work under the supervision of medical technologists or laboratory managers. Phlebotomists are employed throughout the health care system - hospitals, neighborhood health centers, medical group practices, HMO’s, public health facilities, veteran hospitals, insurance carriers and in other health care settings. The demand for Phlebotomy Technicians has increased substantially with the overall complexity of health care services and the risks of infectious disease.

Educational Requirements
People interested in becoming Phlebotomists should have a high school diploma or GED equivalent

Phlebotomy Technician Program
The 90 hour Phlebotomy Technician Program prepares professionals to collect blood specimens from clients for the purpose of laboratory analysis. Students will become familiar with all aspects related to blood collection and develop comprehensive skills to perform venipunctures completely and safely. Classroom work includes terminology, anatomy and physiology; blood collection procedures; specimen hands-on practice; and clinical training in skills and techniques to perform puncture methods. The program also includes lab exercises, live blood draws, work with a training arm and other exercises intended to prepare students to function as an entry level Phlebotomy Technician.

Phlebotomy Technician Detailed Course Information
♦ anatomy and physiology of the circulatory system
♦ medical terminology and laboratory theory
♦ laboratory law, ethics and regulatory issues
♦ specimen documentation and transportation
♦ non blood specimen collection
♦ pediatric & geriatric blood collection
♦ quality, competency and performance assessment
♦ phlebotomy theory / simulated lab
♦ arterial, intravenous (IV) & special collections procedures
♦ specimen collection, processing and handling
♦ laboratory operations (e.g. safety, quality control.)
♦ cells, lab safety, anatomy of the arm, using a tourniquet
♦ blood collection systems, review of medical asepsis and hand washing
♦ blood and blood composition, blood tubes, coagulation, venipuncture protocols, working with a training arm
♦ anatomy of hand, leg & foot – arteries and veins
♦ heel puncture, protocol, practice, syringe draws
♦ blood banks and blood typing, lab departments and personnel
♦ universal precautions – safety protocols, infection control
♦ respiratory, pneumonia & TB isolation protocol, live venipunctures & skin punctures, syringe practice
♦ CBC/DIFF, hematological lab tests, disease and disorders, order of draw
♦ training arm practice and other clinical lab exercises
Texarkana College
Business & Community Education
Checklist for Phlebotomy Course Externship Requirements

Attention Registrants:
The following items are required to be submitted by the end of the course so that student may participate in the externship portion of the class. The following prices are reflective of a discount for Texarkana College students at Healthcare Express only.

1. _____ Responsible for purchasing liability insurance through Texarkana College Business Office and will not be complete until student submits receipt to AH Coordinator - $20

2. _____ High school diploma or GED equivalent upon registration.

3. _____ Physical exam. Please complete on Texarkana College Health Occupations form. $25

4. _____ Immunizations: Applicants must have proof of completing the following vaccinations prior to starting the program and documented on attached Immunization Record form.
   a. _____ Hepatitis B vaccination series of three shots or titer indicating immunity.
   b. _____ Measles, Mumps, & Rubella (MMR) or titers indicating immunity.
   c. _____ Varicella vaccination, chicken pox history or titer indicating immunity.
   d. _____ Tetanus-diphtheria - pertussis within the last 10 years.

5. _____ Negative TB skin test or negative chest x-ray within six months prior to starting the program – approximately. $16

6. _____ Current drug screen: do not complete until you are ready to begin externship. $45

7. _____ Clinical Externship Medical/Documentation Authorization Release Form

8. _____ CPR Certification - $68

9. _____ Resume – will be developed in class.

10. Students who elect to participate in an externship will be required to purchase blue scrubs. They can be purchased anywhere as long as they are Texarkana College royal blue. They are available at TC Book Store and are approximately $45 for both bottom and top.

11. Students participating in externship will also be required to go by Enrollment Services in the Administration Building to have an ID badge made identifying them as a Texarkana College Phlebotomy Tech student.
   a. an authorization for ID form must be obtained from the AH Coordinator to submit to Enrollment Services for correct information to be entered.

12. Certification exam - The certification exam will be scheduled soon after the end of the course and date will be announced soon after course start date. The cost to take the exam is $117.
   a. Students will also be access to online practice exams and provided a Study Guide. The price of these items is included in the registration fee.

Please call Joanne Rose, Allied Health Coordinator, at 903-823-3384 if you have any questions about submitting or completing the required documentation listed above.

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HEALTH OCCUPATIONS PHYSICAL EXAMINATION

Name ____________________________

Last ______ First ______ Middle ______ (Maiden) ______

Single ______ Married ______ Widowed ______ Date of Birth ______ Male ______ Female ______

Address ____________________________________________ Street/P.O. Box ______ City ______ State ______ Zip Code ______

Name & Address of Nearest Relative ____________________________________________

Medical History: (To be completed by student)

1. Serious illness - give diagnosis & date __________________

2. Operations - give diagnosis & date __________________

3. Do you have any allergies? If so, what? __________________

4. Do you have any physical disorders at present? __________________

5. Do you have any emotional disorders at present? __________________

6. What prescribed & unprescribed medications are you taking? __________________

7. Have you had any severe injuries? If so, what? __________________

8. Check any of the following conditions you have had:

   - Hay Fever ______
   - Infectious Mononucleosis ______
   - Arthritis ______
   - Tuberculosis ______
   - Asthma ______
   - Hepatitis ______
   - Kidney Disease ______
   - Rheumatic Fever ______
   - Fainting Spells ______
   - Emotional Disorder ______
   - Heart Murmur ______
   - Diabetes ______
   - Chemical Dependency ______
   - Poliomyelitis ______
   - Epilepsy ______

9. Name & address of personal physician __________________

PHYSICAL EXAMINATION (To be completed by your family physician or certified Nurse Practitioner)

Weight ______ Height ______ Skin Abnormalities

   - Eyes @ (L) ______ Corrected to @ (L) ______ Ears @ (L) ______
   - Throat ______ Nose ______ Neck ______ Lungs ______
   - Breasts @ (L) ______ Heart ______ Nodes ______
   - Abdomen ______ Hernia ______ Pulse Rate ______

Blood Pressure ______ Defects Found? ______

Corrections Recommended __________________

Any Reason for Limitation of Physical Activity? __________________

Any Reason for Limitation of Health Care Activity? __________________

Signed __________________

Print name and title __________________

Date __________________

Return original to:

CONTINUING EDUCATION
TEXARKANA COLLEGE
2500 NORTH ROBISON ROAD
TEXARKANA, TEXAS 75599

1/2014
(Over)
(Record Dates)

TDaP or Booster (within 10 years) __________________________

TB Skin Test __________________________ Reading __________________________
(If the tuberculin skin test is positive, either a chest x-ray or documentation of follow-up is required.)

Chest x-ray __________________________ Reading __________________________

*Rubella __________________________

*Hepatitis B vaccine (series of 3 or confirmation of immunity to Hepatitis B)

____________________________________ Dates

Varicella: __________________________

The following are required for all born since January 1, 1957:

*Measles (2 doses after age 12 months)

______________________________ and ________________________________

*Mumps __________________________

Printed name and title

______________________________

Signature

*or physician’s verification of immunity (attached)
Clinical Externship Medical/Documentation Authorization Release Form

Please submit this form with clinical externship prerequisites:

<table>
<thead>
<tr>
<th>First Name</th>
<th>Middle Name</th>
<th>Last Name</th>
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Release Authorization (to be completed by applicant):

I, ___________________________ do hereby authorize Texarkana College Community & Business Education to release the following to potential clinical externship facilities as deemed necessary for clinical externship purposes (check all that apply):

- [ ] Criminal Background Check/Clearances/Fingerprint Card
- [ ] Drug Panel Screening
- [ ] PPD (TB) Test Results
- [ ] Immunization Record
- [ ] Physician Statement of Health
- [ ] CPR/First Aid/BCLS Certification
- [ ] Other (fill in): ___________________________

Applicant Signature: ___________________________ Date: ___________________________