

# Phlebotomy Technician

## Technical Diploma

### Overview

Phlebotomists are in great demand across the country. The Phlebotomy Technician program teaches blood collecting techniques that include venipuncture, skin punctures and arterial punctures to provide samples necessary for lab analysis. You may also learn techniques and procedures needed to assist with various lab procedures, including specimen processing.

While blood collection has long been the responsibility of the clinical lab technician or technologist, phlebotomy has evolved into a full-time specialty profession with training programs springing up around the nation. Realizing the great need for well-prepared phlebotomists, Mid-State Technical College, in conjunction with area healthcare agencies, provides a less-than-one-year diploma program to prepare qualified phlebotomists to meet the needs of laboratories seeking skilled personnel.

This program features a 14-credit preparatory semester at Mid-State Technical College followed by a 3-credit theory course and then a 5-credit practicum at area healthcare agencies.

The Phlebotomy Technician program is approved by the National Accrediting Agency for Clinical Laboratory Sciences, one of only two approved programs in Wisconsin. Completing this program will prepare you for national certification as a phlebotomist.

National Accrediting Agency for Clinical Laboratory Sciences  
8410 W. Bryn Mawr Ave. Suite 670  
Chicago, IL 60631  
773.714.8880

**The Phlebotomy Technician program is offered at the Marshfield and Stevens Point campuses.**



### Career Options

Clinical Laboratories  
Emergency Room Services  
Extended Care Facilities  
Insurance Companies  
Metropolitan Phlebotomy Service Agencies  
Nursing Homes  
Outpatient Services  
Veterinary Services

### Potential for Advancement

*Potential advancement generally requires further education.*

### Admissions Procedures

To apply to the Phlebotomy Technician program, please submit the following to MSTC Student Affairs Admissions Office:

1. WTCS application form and \$30 non-refundable application fee
2. Completed Accuplacer test. (Other test scores may be acceptable alternatives.) Entrance exam requirements for the Phlebotomy Technician program are:
  - Reading—Accuplacer score of 67 or equivalent
  - Language—Accuplacer score of 67 or equivalent
  - Math—Accuplacer score of 67 or equivalentIf a student does not meet the required scores in these academic areas, they may remediate and retest or complete an identified structured remediation course(s) in the Academic Support Center.
3. High school transcript or GED/HSED scores
4. Completed Background Information Disclosure (BID) Form

5. Wisconsin's Caregiver Law (1997 WISCONSIN ACT 27) requires all students have a Caregiver Background Check (non-refundable \$10.00 fee). Based upon results of the criminal background check, a student may be denied access to clinical agencies and thus would not be able to complete the program or be employed in health care. Also, clinical agencies will be notified of all students with pending charges and convictions and agencies can decline student admission to that agency. For the most current information on the Caregiver Law, visit [www.dhfs.state.wi.us](http://www.dhfs.state.wi.us)

Mid-State Technical College  
Admissions  
500 32nd Street North  
Wisconsin Rapids, WI 54494  
[mstc.edu](http://mstc.edu)  
888.575.MSTC

### Program Outcomes

Employers will expect you, as a Phlebotomy Technician graduate, to be able to:

- Collect, transport, handle and process blood and other specimens
- 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

### Credit for Prior Learning

Credit for Prior Learning is available for certain courses in the form of high school advanced standing, transfer credit, test credit, military experience and experiential credit. Please contact an MSTC counselor with any questions you may regarding this option.

### Functional Abilities

A list of specific physical, emotional and mental tasks needed to function as a health care provider is available in Student Affairs Offices or at [mstc.edu](http://mstc.edu). It is your responsibility to notify the ADA Counselor in Student Affairs to receive assistance.

### Clinical Related Requirements

Successful completion of this program requires a clinical experience. Prior to beginning a clinical experience in a healthcare facility, students must:

- a) Provide evidence of good health by completion of required health work within three months prior to starting their clinical experience
- b) Provide evidence of current CPR
- c) Purchase liability insurance through MSTC
- d) Obtain the required uniform for clinical experiences
- e) Accept responsibility for clinical assignment(s) regardless of time and location, including transportation and other personal arrangements

## Phlebotomy Technician Program Progression

In order to maintain a passing status and progress in the program, all Phlebotomy Technician students must:

- Receive a "C-" or better in all elective, transfer, and general education courses
- Receive an 80% or better in all Phlebotomy Technician 30-513 courses
- Maintain a program GPA of 2.0 or higher

If a student is not successful in a 30-513 course, they will be withdrawn from the program sequence. Students may continue in the program by writing a letter to the Phlebotomy Associate Dean, Service & Health Division. This letter must specifically include changes the student has made to achieve academic success. Potential continuation is dependent upon availability in course/program.

Students will receive three attempts to pass any 30-513 or general education courses. If a passing grade is not achieved in three attempts, the student will be permanently withdrawn from the program or program waiting list. A withdrawal grade of "W" counts as one attempt for the course.

## Program Course Descriptions

### 10501101 Medical Terminology 3 credits

Students focus on the component parts of medical terms: prefixes, suffixes and word roots. Students will 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.

### 10501104 Healthcare Customer Service 2 credits

This course is designed as an introduction to customer service for learners interested in working in various healthcare settings. The learner investigates healthcare systems, safety standards and the workforce. The learner examines professionalism, interpersonal and written communication skills and confidentiality as they relate to customer service in healthcare.

### 10501107 Intro to Healthcare Computing 2 credits

Provides an introduction to basic computer functions and applications utilized in contemporary healthcare settings. Students are introduced to the hardware and software components of modern computer systems and the application of computers in the workplace. Emphasizes the use of common software packages, operating systems, file management, word processing, spreadsheet, database, Internet and electronic mail.

### 10513115 Basic Clinical Laboratory Techniques 3 credits

Assists the learner to develop skills in performing basic medical lab procedures. Emphasizes specimen collection and processing, testing methods, quality control and safety procedures. Correlates laboratory testing to human disease processes. Blood collection is a required part of this class. Prerequisite: Admission to Phlebotomy Technician Program 305131

### 10513116 Principles of Phlebotomy 3 credits

Prepares the learner to function as a member of the healthcare delivery team, performing the role of a phlebotomist. The phlebotomist generally works in a clinical laboratory under the supervision of the appropriate professional. The phlebotomist is responsible for collection procedures in both outpatient clinics and hospital inpatient settings for the purpose of laboratory analysis, including emergency and routine collection procedures from veins, skin puncture areas and arteries on patients of all ages. Specimen integrity is emphasized as dependent on collection procedures, proper choice of equipment and knowledge of patient variables. Positive patient identification protocol is an absolute requirement which is stressed throughout. Proper transport and processing of specimens are also included. This theory course is primarily an online course and is designed for the student preparing to enter the laboratory/practicum experience of the phlebotomy program. Prerequisite: Admission to Phlebotomy Technician Program 305131 and completion of first semester courses ("C" or better)

### 10513117 Phlebotomy Laboratory/Practicum 5 credits

Prepares the learner to function as a staff member in a medical laboratory setting performing venipuncture and other specimen collection procedures, processing and handling of laboratory specimens and performing related duties. There is no remuneration for students enrolled in this course. Prerequisite: "C" or better in Principles of Phlebotomy 10513116.

### 31509302 Human Body in Health & Disease 3 credits

Focuses on diseases that are frequently first diagnosed and treated in the medical office setting. Students learn to recognize the causes, signs and symptoms of diseases of the major body systems as well as the diagnostic procedures, usual treatment, prognosis and prevention of common diseases.

### 31509309 Medical Law, Ethics, and Professionalism 1 credit

Prepares students to display professionalism and perform within ethical boundaries in the healthcare setting. Students maintain confidentiality, examine legal aspects of the medical record, perform risk management procedures and examine legal and bioethical issues.

## Curriculum

First Semester (14 Credits)	
10501101	Medical Terminology 3
10501104	Healthcare Customer Service 2
10501107	Intro to Healthcare Computing 2
10513115	Basic Clinical Laboratory Techniques 3
31509302	Human Body in Health & Disease 3
31509309	Medical Law, Ethics and Professionalism 1
Second Semester (8 Credits)	
10513116	Principles of Phlebotomy 3
10513117	Phlebotomy Laboratory/Practicum 5
<b>Total Credits 22</b>	

### Please Note:

- The Phlebotomy Technician program has August and January starting dates. However, we advise you to meet with a counselor to successfully plan your academic schedule.
- For General Education Course Descriptions (800 level courses), see section marked Course Descriptions.