**Phlebotomy**

**Phlebotomy Course**
This course prepares the student for the practice of phlebotomy in clinics, hospitals, commercial laboratories, large medical offices, and blood banks. Medical terminology, safety and legal issues, various related physiological systems, laboratory tests, and specimens handling will be covered. The 196-hour program consists of a 96-hour basic phlebotomy course and a 100-hour clinical.

**Learning Outcomes**
- Select and prepare the puncture site of the skin by the use of manikins.
- Obtain blood specimens skillfully and safely.
- Understand the legal and ethical implications of phlebotomy procedures.
- Apply infection control and other safety procedures.
- Enter data in the computer for the testing process and record keeping of laboratory tests.

**Prerequisites**
- Must be a minimum of 18 years of age.
- Provide an official high school transcript or GED transcript.
- Present two forms of identification (one with a picture).
- Provide proof of health insurance coverage.
- Must be able to read, write, speak, and understand English.
- Drug screen required prior to acceptance into the course. If an applicant does not pass the drug screen, they are not eligible to be accepted into the course.
- Proof of required immunizations must be verified by Continuing Ed before the student will be allowed to register for a class. Immunizations include Tetanus Diphtheria Pertussis (TDAP), Measles (MMR), PPD Skin Test (TB Test), Varicella, Hepatitis B Series, and Flu Shot. Students are responsible for the payment of their background check which will be done through the approved Howard College vendor. The profile information you input will be sent directly to Howard College upon completion. Verification of the satisfactory result must be received within 5 days prior to the first class day. If an applicant does not pass the background check, they are not eligible to be accepted into the course. Successful completion of a background check does not guarantee employment after graduation.

**Phlebotomy Clinical**
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

**American Society for Clinical Pathology (ASCP)**
Students who successfully complete the Phlebotomy course may apply to take the national certification examination scheduled by ASCP - Board of Certification. A fee of $135.00 is required.

**Supplies**
- Textbooks
- Lab Coat

**Course Dates and Times**
**Phlebotomy Course - PLAB1023**
September 26, 2017 - March 27, 2018
Tuesday & Thursday
6:05 pm to 8:15 pm
96 hours/9.6 CEUs

**Phlebotomy Clinical - PLAB1060**
April 2018 - TBD
100 hours/10.0 CEUs

**Instructor**
Mike Williams

**Location**
St. John’s Campus
HC1015

**Tuition/Fees**
- $739.00 - Phlebotomy Course
- $170.00 - Phlebotomy Clinical
- $31.40 - Background Check (fee subject to change as set by the approved vendor)
- $32.00 - Drug Screen (fee subject to change as set by the approved vendor)
- $135.00 - ASCP State Examination

**Registration**
You may register in person by coming to the West Texas Training Center, Room 101, or by phone calling 325-481-8322. NOTE: If a course requires pre-requisites, registration can only be done in person.

**Refund Policy**
- Prior to the first scheduled class meeting: 100%. For a course meeting fewer than three times no refunds except prior to first scheduled class meeting. For a course meeting three or more times, after the first class meeting and prior to the second: 75%. None thereafter. Class Cancellation - The Continuing Education/Workforce Training Department reserves the right to cancel any course in which there is not sufficient enrollment. Certificate of Completion - Upon completion of approved courses, a certificate of completion with the Continuing Education Unit (CEU) total will be given to students who successfully complete a course. A CEU is equal to ten hours of classroom attendance. Satisfactory completion will be determined by attendance and performance as assessed by the instructor. Certificates of Completion will be awarded to students who successfully complete any workforce training/community education course. Transcripts - Transcripts serve as official validation of successful completion of WT/CE courses. Requests for an official CEU transcript can be made in person at the Admissions Office during regular business hours, by email registrar@howardcollege.edu, or by calling 325-481-8300 ext 3327. **Summer Office Hours** - 7:30am-5:00pm Monday-Thursday - closed Friday.