



## School of Phlebotomy

### Essential Requirements for Phlebotomy

#### Essential Observational Requirements

- observe laboratory demonstrations in which biological materials, i.e. blood and body fluids) are processed and handled
- characterize the color, odor, clarity, and viscosity of biological
- read and comprehend text, numbers and graphs displayed in print and on a PC monitor

#### Essential Movement Requirements

- move freely and safely about the laboratory
- reach laboratory bench tops and shelves, reach patients lying in hospital beds and patients seated in specimen collection furniture
- perform moderately taxing continuous physical work, often requiring prolonged standing, over several hours
- maneuver phlebotomy and culture acquisition equipment to safely collect valid laboratory specimens from patients
- control laboratory equipment (i.e. pipettes, pour off tubes) and adjust instruments to perform laboratory procedures
- employ a PC / LIS system to process laboratory specimens and to transmit laboratory information

#### Essential Communication Requirements

- read and comprehend technical and professional materials, i.e. textbooks, journals, handbooks, and instruction materials
- follow verbal and written instructions in order to correctly and independently perform laboratory test procedures
- clearly instruct patients prior to specimen collection
- effectively, confidentially, and sensitively converse with patients
- communicate with faculty members, fellow students, staff and other health care professionals verbally and in a recorded format
- independently prepare laboratory reports; takes paper, computer and laboratory practical examinations

## **Essential Behavioral Requirements**

- be able to manage the use of time and be able to prioritize actions in order to complete professional and technical tasks within realistic constraints
- possess the emotional health necessary to effectively employ intellect and exercise appropriate judgement
- be able to provide professional and technical services while experiencing the stresses of task-related uncertainty (i.e. ambiguous test ordering, ambivalent test interpretation), emergent demands (i.e. "stat" test orders), and a distracting environment (i.e. high noise levels, crowding, complex visual stimuli)
- be flexible and creative and adapt to professional and technical change
- recognize potentially hazardous materials, equipment, and situations and proceed safely in order to minimize risk of injury to patients, self, and nearby individuals
- adapt to working with unpleasant biologicals
- support and promote the activities of fellow students and of health care professionals. Promotion of peers helps furnish a team approach to learning, task completion, problem solving, and patient care.
- be honest, compassionate, ethical and responsible. The student must be forthright about errors or uncertainty. The student must be able to critically evaluate his/her performance, accept constructive criticisms and look for ways to improve. The student must be able to evaluate the performance of fellow students and tactfully offer constructive comments.



**School of Phlebotomy**

**Statement of Understanding**

**Note: Please read the following information carefully and return the signed page with program application.**

I have reviewed the Phlebotomy Essential Requirements and understand that my ability to meet these requirements is necessary for successful completion of the program and subsequent employability in the profession.

I understand that I will be required to undergo a pre-employment screen which includes a criminal background check and urine drug test, and that my enrollment in the program may be contingent upon the results of this screen.

I understand that this application will become inactive after one year.

My signature below attests to the fact that I understand and agree to follow these essential requirements and policies in order to progress in and complete the phlebotomy program.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Program Director's Signature

\_\_\_\_\_  
Date