

Units	Modules	Clinical Lab Skills	Takeaways
<p>Unit 1 Introduction to Phlebotomy & Infection Control</p>	<ul style="list-style-type: none"> • Introduction & Duties to Phlebotomy Technician • Occupational safety and health hazard administration OSHA • Healthcare safety hazards • Chain of infection • Modes of transmission • Breaking the chain of infection • Hand hygiene • Personal protective equipment • Standard precautions • What are blood borne pathogens 	<ul style="list-style-type: none"> • Laboratory Departments • Contact precautions • Droplet precautions • Airborne precautions • Types and functions of PPE • Selecting PPE • Order of donning and removing PPE • Post-exposure to bloodborne pathogens • Bloodborne pathogen standards 	<ul style="list-style-type: none"> • Describe the role of a phlebotomy technician • Identifying potentially infectious patients • Describe hazards faced by the workers • Describe standard precautions • Discuss and demonstrate the use of biohazard container in phlebotomy • Discuss and describe bloodborne pathogen standards. • Identify special considerations in phlebotomy • Explain chain of infection • Discuss modes of infection transmission • Explain breaking of chain of infection • Demonstrate hand hygiene • Identify and demonstrate the personal protective equipment • Demonstrate the correct order of wearing personal protective equipment • Discuss post exposure to blood borne pathogens.
<p>Unit 2 Legal Issues in Healthcare</p>	<ul style="list-style-type: none"> • Civil law, Tort law • Negligence vs. malpractice • Basic elements of negligence • Types of damages • Criminal law, sources of laws, consent & its types, patient abuse & types • Patients' rights • American with Disabilities Act (ADA) 		<ul style="list-style-type: none"> • Discuss negligence versus malpractice • Discuss the standard of care • Discuss the basics elements of negligence • Discuss and identify patients' rights • Explain good Samaritan law • Explain scope of practice • Discuss and demonstrate patient consents and its types • Discuss American with disabilities act (ADA).

Unit 3

Introduction to Human Anatomy & Physiology

- Vascular system
- Human Blood & Connective Tissue
- Formed Elements & Proportion of Blood
- Red blood cell (RBC)
- White blood cells (WBC)
- Platelets
- Blood plasma
- Antibody and antigen
- Blood vessels
- Arterial system: Function & Structure
- Vasodilation
- Vasoconstriction
- Venous system: Function & Structure
- Capillaries: Function
- Veins for phlebotomy
- Human Anatomy: Introduction to:
 - Heart
 - Integumentary system
 - Pulmonary System
 - Skeleton System
 - Nervous System
 - Urinary System
 - Digestive System
 - Endocrine System

- Discuss functions of human body systems.

Unit 4

Medical Terminology

- Identify and discuss basic medical terminologies

Unit 5
Phlebotomy Equipment & Supplies

- Phlebotomy equipment & supplies
- Tourniquet
- Alcohol pads
- Gauze
- Bandage
- Needles Needle holder
- Sharps container
- Evacuated blood collection tubes & tube inversion technique
- Blood specimens in Phlebotomy
- Tube additives
- Blood collection color coded tubes
- Order of draw
- Dermal puncture
- Understanding capillary blood
- Equipment & supplies required for dermal puncture
- Capillary tubes
- Lancet
- Centrifuge

- Specimen processing
- Dermal puncture order of draw

- Identify phlebotomy equipment used for performing phlebotomy
- Identify phlebotomy supplies used for performing phlebotomy
- Describe correct specimen transport, handling, and processing procedures
- Apply the knowledge learned to fulfill the job responsibilities of an entry-level phlebotomy technician.

Unit 6
Phlebotomy Procedures I & II

- Capillary tube blood collection procedure
- Venipuncture using a multi sample needle (method)
- Venipuncture using a butterfly needle (method)
- Venipuncture using a syringe (method)
- 10 sticks of butterfly/finger/regular venipuncture on a mannequin/training arm with 100% accuracy

- Gloves removal
- Bleeding time competency
- Glucose testing competency
- Blood smear
- Phlebotomy Practice on mannequin training arm
- Practicing on a fellow student or volunteer by performing 10 each on each other or volunteer
- Perform the final butterfly, finger, and regular venipuncture, with 100% accuracy

- Discuss latex allergy and prevention.
- Identify and demonstrate gloves removal techniques
- Identify and demonstrate bleeding time competency
- Identify and demonstrate glucose testing competency
- Identify and demonstrate capillary tube blood collection procedure.
- Identify and demonstrate preparing a blood smear
- Identify and demonstrate venipuncture using a multi sample needle (method)
- Identify and demonstrate venipuncture using a butterfly needle (method)
- Identify and demonstrate venipuncture using a syringe (method)
- Demonstrate proficiency by successfully performing a minimum of two instructor supervised venipuncture on a mannequin with 100% proficiency
- Demonstrate techniques of performing venipuncture

Unit 7
Phlebotomy Fundamental
Essentials

- Venipuncture complications
- Areas of concerns
- Specimen labeling
- Specimen handling (light, time & temperature)
- Specimen transporting
- Blood Collection from Pediatric and Neonates
- Blood Collection for Legal Purposes
- Stool Specimen Collection
- Sputum Specimen Collection
- Throat Swab Specimen Collection
- Blood Donation Procedure
- Blood Donation Procedure
- Incident Report

- Tourniquet test
- Rejection of Specimen
- Test requisition
- Blood Sugar Tests
- Blood Cultures
- Urine Specimen Collection

- Discuss phlebotomy complication
- Discuss the areas of concerns on phlebotomy
- Demonstrate techniques of performing dermal puncture
- Identify sites of venipuncture.
- Discuss and demonstrate tourniquet test.
- Discuss on how to avoid hemolysis
- Discuss and demonstrate proper specimen handling techniques
- Discuss and demonstrate proper specimen transporting
- Discuss the precautions to be considered
- Identify and discuss rejection of specimen
- Identify phlebotomy test requisition
- Discuss and demonstrate blood collection from pediatric and neonates
- Discuss and demonstrate blood sugar tests.
- Discuss and demonstrate blood cultures
- Discuss and demonstrate blood collection for legal purposes
- Discuss and demonstrate urine specimen collection
- Discuss and demonstrate stool specimen collection
- Discuss and demonstrate sputum specimen collection
- Discuss and demonstrate throat swab specimen collection
- Describe incident report
- Demonstrate proper documentation skills

Unit 8
Career Development Skills
And Job Seeking

- Skills and Strategies
- Certification Exam Preparation
- Create a resume and cover letter.
- Interview Skills
- Phlebotomy NHA Certification Exam preparation

- Practice interview skills during a mock interview
- Skills and Strategies
- Complete an online profile and

- Explain job search methods
- Create a resume and cover letter
- Evaluate business performance and potential using financial statements
- Create a thank-you note for an interview
- Describe personality traits important to employers
- Explain common human resource hiring