PHLEBOTOMY PROGRAM
ESSENTIAL QUALIFICATION REQUIREMENTS

Introduction

Education in phlebotomy involves assimilation of knowledge, acquisition of skills, and development of judgment through handling patient specimens, occasional potential manipulation of instrumentation, and working with patients, doctors, nurses, and other health care professionals. Phlebotomists must be able to work independently and as a part of a team. They must be able to make appropriate decisions regarding acquisition of patient specimens and handling of those specimens.

The Phlebotomy program's curriculum requires students to engage in specific experiences with patients and with collection of specimens of all types. Unique combinations of cognitive, affective, psychomotor, physical, and social abilities are required to perform these functions successfully. These abilities are necessary to ensure the health and safety of patients, fellow students, laboratory personnel, faculty, and other healthcare providers.

Policy

MACC has a vested interest in the welfare of patients served by completers of the Phlebotomy program. The College also has a responsibility to its clinical affiliates, future employers, program instructors, and students enrolled in the program. Therefore, not only have academic standards been established but also non-academic essential requirements. These requirements, as distinguished from academic standards, refer to cognitive, physical, and behavioral abilities that students must have to acquire the knowledge and skills of the curriculum successfully. The standards must be met, with or without reasonable accommodation, in order for students to participate in the program. Discrimination is prohibited based on race, color, sex, national origin, age, disability, marital status, religion, or veteran status in compliance with the Americans with Disabilities Act (PL 101-336).

The essential abilities necessary to acquire or demonstrate competence in phlebotomy and necessary for successful admission and continuance in the Phlebotomy program include but are not limited to the following:

Motor Skills and Mobility

- Dexterity and fine motor skills to perform blood collection and specimen manipulation
- Physical ability to maneuver within patient collection areas to collect specimens
- Sufficient touch discrimination to distinguish veins when performing venipunctures

Candidates should have sufficient motor function to move about the blood collection area and the patient hospital rooms, and the dexterity to manipulate laboratory supplies, biohazards, chemical hazards, and patient specimens. The phlebotomy student must be able to perform phlebotomy; that is, moving from room to room or patient to patient, stooping or bending, to draw blood safely. The candidate must be able to lift, carry, push, and pull. The candidate must be able to move quickly and/or continuously as well as tolerate long periods of standing or sitting (phlebotomists spend approximately 75% of each day standing or walking). The candidate must be able to travel to clinical laboratory sites for practical experience. Candidates must be willing to work with blood and other potentially infective body fluids.

Sensory/Observation

- Visual ability to read the printed word on paper or a computer monitor
- Visual ability to distinguish gradients of colors **Note**: Color blindness does not necessarily preclude admission to the program
- Tactile ability to perform blood draws using assorted devices

A candidate must be able to acquire the information presented in demonstrations and experiences in phlebotomy. Additionally, he or she must be able to evaluate patient/client responses correctly; accurately read labels, requisitions, wristbands, and other patient-related items; and hear monitor alarms, emergency signals, telephone interactions, and cries for help. The candidate must be able to tolerate odors and work in close and crowded areas.

Communication

- Effectively communicate in written and verbal form

Phlebotomy students must be able to process and communicate effectively in oral and written forms. The candidate must communicate clearly, effectively, and sensitively with other students, faculty, staff, patients, and other medical professionals. He or she must be able to follow oral and written instructions to perform blood collection and collection of other important laboratory specimens correctly.

Cognitive

- Ability to master information presented in lectures, written material, and images

Phlebotomy students must be able to integrate, and synthesize information presented in lecture and in textbooks. The candidate must be able to read and comprehend relatively technical and professional materials.

Behavioral/Emotional

- Emotional stability in potentially stressful circumstances
- Behavioral restraint, emotional maturity, and sensitivity to others

Phlebotomy students must possess the emotional health required to use his or her intellect in exercising appropriate judgment and prompt completion of all responsibilities connected with specimen collection. Students must have the emotional stability to provide professional and technical services under stressful conditions such as emergency demands and distracting environments. Phlebotomists must be team members, honest, compassionate, ethical, responsible, and able to manage time in order to complete procedures within a reasonable time frame.

Professional Conduct

- Professionalism and ethical conduct

Phlebotomy students must recognize the importance of operating in a moral, ethical way in healthcare facilities and the necessity of abiding by high standards of practice. The need for confidentiality must be recognized and observed.

These standards identify the requirements for admission, retention, and completion of the program. It is the responsibility of the student with disabilities to request those accommodations that he or she feels are reasonable and needed to execute the essential functions described.

References:

Fritsma, G., Fiorella, B., Murphy, M. (1996). Essential Requirements for Clinical Laboratory Science." *Clinical Laboratory Science*, 9(1), p. 40-43.
American Society of Clinical Laboratory Scientists. (2004). Body of Knowledge, Clinical Laboratory Scientist. Bethesda, MD: ASCLS.
American Society of Clinical Laboratory Scientists. (2004). Entry Level Curriculum, Clinical Laboratory Scientist. Bethesda, MD: ASCLS.

RECEIPT AND ACKNOWLEDGMENT
ESSENTIAL QUALIFICATIONS

The undersigned applicant to the Moberly Area Community College Phlebotomy Program hereby acknowledges receiving, reading, and understanding this essential functions document.
The applicant understands that completion of the MACC Phlebotomy program does not mean that the American Society of Clinical Pathologists will issue the applicant a certificate.

MACC STUDENT ID NUMBER

FULL LEGAL NAME OF APPLICANT

SIGNATURE OF APPLICANT

DATE