

## Program Curriculum

Academic Year – Semester	Course Number	Course Title	Credit Hours
Semester 1 (SP or SU)	FYE 1XX	First Year Experience Elective	1-0-1
	COMM 105	Interpersonal Communication	3-0-3
	MCH 101	Medical Terminology	2-0-2
			6
Semester 2 (FA)	PBTC 100	Phlebotomy Principles and Techniques flex-10 weeks	2-3-3
	PBTC 180	Phlebotomy Practicum flex-5 weeks <i>*after successful completion of the course, students will be eligible for employment—approximately mid-December</i>	1-8-2*
			5
Total Curriculum Credit Hours			11

- **Technical sequence courses (PBTC) start every fall semester, must be taken in order, and are offered during the late afternoon/early evening.**
- **15 students are accepted each fall semester based on the date pre-requisites were met, admission date, and space available.**
- **All students enrolling in the Introductory PBTC classes PBTC 100 and PBTC 180 must have a minimum of a 2.00 GPA at the time of enrollment.**
- **Students are required to meet with an advisor and receive permission to start the PBTC Program.**
- **Service Work Policy: Students are not permitted to take the place of qualified staff during their clinical experience. Students are permitted to perform procedures only when supervised by qualified staff. Service work by students in clinical settings outside of regular academic hours must be non-compulsory. If the student is an employee of the site in some other capacity, work performed during paid hours cannot be used toward meeting clinical/ practicum academic objectives.**

## Phlebotomy Technician Certificate Program

### About the Program

The Phlebotomy Technician Certificate Program prepares students with entry-level skills to collect, process and transport blood and other body fluids for the prevention, diagnosis and treatment of disease. Graduates are employed in hospitals and other healthcare settings. Students are required to complete a clinical rotation.

Students who complete the Program are eligible to sit for the American Society for Clinical Pathology (ASCP) Board of Registry Examination or equivalent.

The Phlebotomy Technician Certificate Program seeks to implement a program of study consistent with the standards set forth by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) and the mission of Cincinnati State as a two-year public community college. Transferability is an important component of this mission.

### Program Goals:

Demonstrate proficiency in blood and specimen collection, processing and transport procedures while adhering to safety and infection control policies.

Demonstrate knowledge of pre-analytical quality assurance processes in phlebotomy.

Communicate effectively with patients and members of the healthcare community.

Demonstrate attitudes and work habits appropriate for a healthcare setting.

Meet the requirements to sit for the American Society of Clinical Pathology (ASCP) Board of Registry Examination or equivalent.

### Accreditation

The PBTC Program has received approval by the Ohio Department of Higher Education (ODHE). The PBTC Program was recommended in April of 2023 for Initial Accreditation for four (4) years by the National Accrediting Agency for Clinical Laboratory Science (NAACLS). The National Accrediting Agency for Clinical Laboratory Sciences, 5600 North River Rd, Suite 720, Rosemont, IL 60018-5119, phone: 773-714-8880.

## Estimated Costs (2023-2024)

- *All fees are subject to change at the discretion of the College. Fees other than Tuition and Course/Lab fees are non-refundable.*
- Ohio resident tuition: \$2020— Approximate tuition cost for Ohio residents or reciprocity students
- Out of state tuition \$4040— Approximate tuition cost for out of state residents
- Additional costs for books, lab fees, scrubs, physical, TB tests, immunizations, drug screen, and background checks

## Financial Aid

Students are advised to work closely with a Financial Aid advisor, and are cautioned to be aware of Financial Aid limits prior to enrolling in coursework not listed in the curriculum.

## Program Advisors

Students not yet admitted to the College are assisted by the Admissions Office, please call 513-861-7700 or apply @www.cincinnati.state.edu. Advisors in the Health & Public Safety Division assist students interested in the Phlebotomy Technician Certificate. Please call the HPS Division at 513-569-1670 to schedule an appointment.

## Background Checks/Drug Screen: Clinical Eligibility

All students are subject to background checks and a drug screen which must be completed as part of the clinical placement process. Students who have been convicted of felonies and/or misdemeanors are required to contact the PBTC Program Chair before entering the Program. When a student's background check contains findings that could potentially impact clinical placement, additional documentation may be required in order to make a determination regarding eligibility. Division administrators will then follow guidelines as outlined in the Health and Public Safety Division Handbook to determine eligibility. Students who have positive drug screens for non-prescribed controlled substances while enrolled in the Program are not eligible to attend the clinical course: *Phlebotomy Practicum (PBT 180)*.

***In order to attend Phlebotomy Practicum (PBT 180), students will need to complete and submit the following by October 5 of the fall semester:***

- A criminal background check (State and FBI check)
- A physical exam and TB tests (two step)
- Immunization documentation
- Drug screen

## Program Pass Rates

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## Related Program/Transfer History

Students may pursue an associate's degree in Medical Laboratory Technology (MLT) at Cincinnati State. Students who complete the PBTC Program successfully will earn credit for MLT 181 (Phlebotomy Techniques for MLT) and MLT 294 (Internship in Specimen Collection).

## Admission to the Program

You may enroll in the Program if you are a graduate of an accredited high school or have evidence of high school equivalency by GED scores. In addition to meeting the requirements for admission to the College, you must meet the following criteria for the Phlebotomy Technician Certificate (PBTC) Program:

- High school diploma or GED (college transcripts can also be submitted for transfer credit)
- Must complete a FYE (First Year Experience) course with a grade of C or better
- Complete COMM 105 (Interpersonal Communication) and MCH 101 (Medical Terminology) or equivalent transfer courses with a grade of C or better
- No academic foundations language arts needed
- At least a 2.00 GPA, when starting PBT 100 & PBT 180
- Check your College email at least weekly as it is the official mode of communication for the Program and the College.

## Credentials

Graduates may apply to the Board of Certification of the American Society for Clinical Pathology (ASCP) to sit for the Certification Examination. Persons passing the Exam are recognized as Phlebotomy Technicians – PBT (ASCP).

The granting of the certificate is not contingent upon passing an external certification or licensure exam.

## Starting Salaries

Starting pay is typically \$18-\$22 per hour

## Program Chair

**Kellee M. Fields, Ed.D., MLS(ASCP)<sup>CM</sup>**

Has overall responsibility for the Program and students enrolled in the Program's technical (PBTC) courses.

## Key Components

### Essential functions for students in the Phlebotomy Certificate Program:

Essential functions represent the essential non-academic requirements of the program students must master to participate successfully in the Program and become employable. The accrediting agency (NAACLS) requires all prospective students review the following list of technical abilities and skills. Applicants for admission into the Phlebotomy Technician Certificate courses must possess:

- Manual Dexterity: ability to use hand(s) or prosthetic devices with coordination
- Fine Motor: ability to manipulate small objects with fingertip or adaptive devices
- Mobility: ability to maneuver in the clinical setting
- Vision: ability to distinguish red, yellow and blue colors; distinguish clear from cloudy
- Communication: possess effective verbal and written communication skills
- Integrity: possess honest, compassionate, ethical and responsible behaviors
- Attendance: exhibit punctuality and dependability
- Affective: work effectively under time constraints and pressure on multiple tasks while paying close attention to detail
- Safety: follow standard precautions and safety guidelines to avoid potential exposure to blood-borne pathogens
- Travel: ability to travel to various clinical sites for practical experience
- Computer literacy: record and transmit patient information

## Phlebotomy Technician Graduates are Prepared to:

Collect, process, and transport blood and body fluid specimens needed for the prevention, Diagnosis, and treatment of disease. Graduates will be able to communicate effectively with patients, peers, and other healthcare personnel.