

Hagerstown Community College
OFFICIAL COURSE SYLLABUS DOCUMENT

COURSE: PLB 105 Phlebotomy
PLB 105L Phlebotomy Lab

3 Credits

INSTRUCTOR: SEMESTER/YEAR: SUMMER 2019

COURSE DESCRIPTION:

This course prepares students with the fundamentals of phlebotomy. Both theory and hand-on experience are provided. Course content includes the history of phlebotomy, basic anatomy and physiology, infection control, specimen collection, various venipuncture techniques, dermal punctures, venipuncture complications, point-of-care testing, legal issues, and special non-blood specimen collection techniques. Laboratory fee required. Prerequisite: MAP 101 and MAP 102 or concurrent registration.

TEXTBOOKS:

- Phlebotomy Simplified, Garza/Becan-McBride, Pearson, 2008

STUDENT LEARNING OUTCOMES:

1. Describe the major aspects of the anatomy and physiology associated with phlebotomy.
2. Demonstrate appropriate use of infection control measures during phlebotomy.
3. Demonstrate knowledge of the safety precautions used to protect the worker and the patient during and following phlebotomy.
4. Demonstrate knowledge of proper patient identification, confidentiality, and privacy guidelines.
5. Perform venipuncture, butterfly/syringe blood collection, syringe/needle blood collection, and dermal punctures (finger stick) using appropriate techniques and supplies.
6. Demonstrate knowledge of the proper order of draw for multiple blood tests.
7. Demonstrate critical thinking associated with problems and situations that may arise during the phlebotomy procedure.
8. Be familiar with non-blood specimen collection procedures.

COURSE CONTENT OBJECTIVES:

1. Demonstrate basic skills related to phlebotomy.
2. Identify problem-solving techniques that ensure successful completion of phlebotomy procedures.
3. Integrate ethical and legal principles into phlebotomy practice.
4. Refine techniques that enhance communication with clients, families, and the health care team.
5. Integrate knowledge of culture, values, and belief systems when performing phlebotomy procedures.
6. Discuss the importance of the phlebotomist's role to the client, family, and health care team.
7. Identify cost effective management of resources that ensure quality phlebotomy procedures.

8. Examine opportunities that promote personal and professional growth.

ASSESSMENT PROCEDURES: Final course grade will be based on the weighted grade by category as indicated below:

Homework	20%
Attendance & Professionalism	10%
Tests	20%
Final Exam	20%
Lab Component (3 competencies)	30%
Total:	100%

The final grade is based on the following scale:	90 – 100%	A
	80 – 89.9%	B
	75 – 79.9%	C
	60 – 74.9%	D
	Below 60%	F

LABORATORY COMPONENT:

The student is evaluated on three competency procedures. To successfully complete the competency, the student must receive a minimum of 80%. If the student achieves lower than an 80% on the first try, he/she gets a second attempt to successfully achieve the 80%. The final laboratory grade is the average of the three competency grades. The student must obtain at least an 80% on each competency in order to pass the course. The laboratory skill component is 30% of the final grade.

COMPETENCIES:

The student must perform and demonstrate competency in five skills:

1. Venipuncture (evacuated tube method)
2. Hand Vein Butterfly/Syringe Blood Collection
3. Syringe and Needle Blood Collection

COMPETENCY GRADE GUIDELINES:

1. The student will pass all required competencies to successfully complete this course of instruction.
2. The passing grade for each competency is 80%.
3. A student will get one retry for each competency to achieve the passing grade of 80%.
4. The following chart explains the required number of correct steps needed for each competency to achieve an 80%:

Competency	Total # of Competency Steps	Total # of Correct Steps Needed for 80%
Venipuncture	20	16
Butterfly/Syringe Collection	21	17
Syringe/Needle	21	17

COURSE POLICIES:

1. In the event of inclement weather, students are advised to check their campus Email account and/or local radio and television stations, where cancellations will be disseminated.
2. Homework assignments in Moodle will be closed to completion as indicated in Moodle. Failure to complete the assignment by the closing date and time will result in a grade of “zero” for the assignment.
3. The primary form of communication outside of the classroom will be in the form of emails to student HCC email accounts and Moodle announcements. If students do not use their HCC email accounts, or they fail to access Moodle on a regular basis, there will be no consideration given if emailed assignments are not received and Moodle assignments not seen.
4. **Cell phones are to be silenced and to be used during class.**
5. Laptops will be allowed unless the student abuses the privilege by using the laptop for purposes other than note taking during the class, at which time the student will be required to turn off the laptop.
6. No food or drinks are allowed in the classroom/lab at ANY point.
7. **Disclaimer:** The instructor reserves the right to modify course content.

HONOR CODE:

“I promise to uphold the Hagerstown Community College Honor System and to understand all written provisions pertaining to its application. As a member of the college community, I hold the qualities of honesty and integrity in highest regard and will not violate them or tolerate those who do.”

PLAGIARISM/ORIGINAL WORK POLICY:

Plagiarism involves using another’s work and presenting it as one’s own. This includes using information that is not documented accurately, copying another’s work and presenting it as one’s own. Plagiarism penalties vary according to the instructor, but the minimum penalty is a grade zero on the assignment. Maximum penalties may include expulsion from the college.

CLASS ATTENDANCE POLICY:

1. Students are expected to attend all regularly scheduled classes. In the case of absence due to an emergency, participation in an official College function, illness, or other valid situation, it is the responsibility of the student to confer with the instructor with regard to missed course work assignments and the like.
2. Further, it is the student’s responsibility to officially withdraw from any class that s/he ceases to attend (**Must be done on MAY 8, 2019 to get a refund**). Failure to do so will result in the recording of an “F” grade for that class.
3. Absence from an announced or scheduled test or practical examination, unless previously authorized by the instructor, may result in a score of “0” or the administration of an equivalent assessment at the convenience of the instructor. A special exam fee may be charged. Test/exams that are missed due to an absence must be rescheduled and completed within 3 days from the original date.

4. **Absence from two (2) class sessions may be grounds for immediate dismissal from the course.**
5. Students will be allowed one unexcused absence/tardy per semester that will not count against their course attendance grade.
6. Any additional absences/tardy will only be excused for: 1) student illness with physician/hospital excuse; 2) court appearance with appropriate court order; 3) death of a first degree relative, or 4) in the event of inclement weather as specified in the College Guide. Absences/tardiness not meeting the above criteria will be reflected in the course attendance grade.
7. Class will begin at the scheduled time. Students arriving late/leaving early will be marked as such, and this will be reflected in the final Attendance and Professionalism grade. In the event that the instructor is delayed, students are expected to wait for a minimum of 15 minutes before departing. All cases of time shall be guided by the time displayed in the classroom.

Topical Outline

Topical Outline is tentative and may be subject to change upon instructor schedule

CONTACT INFORMATION:

Name:

E-Mail:

Phone:

Services for Students with Special Needs: Reasonable accommodations are provided to qualified students based on current documentation. Contact the Coordinator of Disability Support Services at 301-790-2800, x273, to request accommodations.