Essential Requirements

Division of Allied Health Rev 2/18/2019 Bossier Parish Community College

Phlebotomy Technology Program

Allied health program admissions are based on academic achievement and additional program specific non-academic criteria that can be referenced in the catalog. Essential Requirements have been established by each program identifying the occupational specific technical standards required of students in the program. Decisions to apply for admission to the Phlebotomy Program should be made after considering the program Essential Requirements.

It is the responsibility of the program to be concerned with the rights of patients and clinical sites and to only place students in clinical education that are capable of providing safe, high quality health care. The following list represents reasonable expectations for the student enrolled in the Phlebotomy Program at Bossier Parish Community College.

It is the responsibility of the program applicants to carefully review the Essential Requirements and ask questions if not familiar with the standards and skills listed. Certain chronic or recurrent illnesses and problems that interfere with patient care of safety may be incompatible with Phlebotomy training or clinical practice. Conditions that may lead to a high likelihood of student absenteeism should be carefully considered. Deficiencies in knowledge, judgment, integrity, character, or professional attitude or demeanor which may jeopardize patent care may be grounds for course/rotation failure and possible dismissal from the program. All applicants to the program must have the ability to meet the following standards and skills if accepted to the program in order to complete the educational requirements for the Phlebotomy Program.

If a student cannot demonstrate the following standards and skills without accommodation, it is the responsibility of the student to request an appropriate accommodation with the Coordinator for Section 504 and ADA by the application deadline. The College is committed to the principle of equal opportunity ad defined in the catalog and will provide reasonable accommodation as long as it does not fundamentally alter the nature of the program offered and does not compromise patient safety or impose an undue hardship such as those that cause a significant expense or are unduly disruptive to the educational process.

Essential Requirements for the Surgical Technology Program

Where applicable, use the following keys:

- Listed indicators are required for proficient job performance or academic completion of the program
- Frequency indicators

 O = Occasionally 1-33% F= Frequently 34-66% C= Constantly 67-100%

Mandatory Prerequisite Requirements	Freq
Current AHA BLS Healthcare Provider certification	
Satisfactory Physical Exam	
Current OSHA 7 HIPAA education verification	
Completed Application Packet submitted by due date	
Health Insurance Maintained throughout Program Clinicals	
GPA 2.5 or better	
"C" or higher on prerequisite courses	
Absence of Criminal history or record	
Negative drug/alcohol screen (may also be performed randomly or ordered if student is	
under suspicion)	
Immunizations	
Hepatitis B series & titer	
Tetanus (within 10 years)	
2 MMR (only 1, if born before 1957)	
TB Test (Current for the year)	
Chicken Pox (Varicella Zoster) Titer (only if no MMR)	
Rubella Titer (only if no MMR)	
Influenza immunization (yearly)	
Perceptual Requirements	
Sight	
Near & far vision	С
Both eyes required	С
Depth perception	С
Distinguish colors and shades of color	С
See small type such as on packaging and imprints on instruments	С
See words on a computer screen and equipment monitors	С
See measurements markings	С
See small items, such as needles	С
Distinguish opacity of substances	С
Accurately observe demonstrations	С
See Intravenous IV lines	С
See visual alarms	С
Touch	
Ability to type or keyboard 25 wpm accurately	С
Fine motor abilities sufficient to insert needles	С
Tactile Sensory ability needed in tasks such as feeling location of veins.	С
Repetitive hand and wrist movement	F
Fine motor abilities to manipulate small items, such as needles	С
Dexterity and grip strength to open and manipulate bottles and packaging.	С
Determine if puncture wound was sustained	С

Manipulate controls on equipment Smell	С
Discriminate between odors	C
	С
Hearing	C
Auditory ability sufficient to hear coworkers, patients, or their representatives	C
Auditory ability to hear mechanical alarms and tones	С
Intellectual Requirements	C
Process & Communicate information in a timely manner	C
Read and understand typed, handwritten, verbal, and computer information	C
Able to problem solve, assess, analyze data and implement solutions	C
Able to think critically and distinguish relevant from irrelevant data	C
Able to memorize and categorize large quantities of information	C
Operate computers	С
Written Communication Skills	
Typing or word processing and data entry	С
Uses correct spelling, grammar, and punctuation	C
Writes legibly	С
Expresses thoughts of idea in written form	С
Concise and accurate documentation	С
Clerical	
Ability to perceive pertinent detail in verbal or tabular material; to observe differences in	С
copy, to proof-read words and numbers, and to avoid perceptual errors in arithmetic computation	
Perception	
Spatial- ability to comprehend forms in space and understand relationship of plane and solid objects; frequently described as the ability to "visualize" objects of two or three dimensions, or to think visually of geometric forms	С
Form-ability to perceive pertinent details in objects or in pictorial or graphic material; to make visual comparisons and discrimination and see slight differences in shapes and shadings of figures and widths and lengths of line.	С
Reasoning	
Deal with abstract and concrete variables, define problems, collect data, establish facts, and draw valid conclusions	С
Mathematics	
Simple Skills – Add, subtract, multiply and divide whole numbers, fractions, ratios,	F
decimals, and percentages, calculate time and simple measurement	
Complex Skills – Conversion between different weights, volume systems, applications of formulas	0
Reading	
Simple skills- Comprehend simple instructions and notations	С
Complex skills – Comprehend newspapers, manuals, journals, instructions in use and	С
maintenance of equipment, safety rules, reference and procedures and drawings.	
Oral Communication	
Demonstrates respect for others with language	С
Instruction of others	C
Offers own thoughts and ideas with appropriate non-verbal expression	C
	C
Uses correct grammar and expression	\sim
Uses correct grammar and expression Communicate with people of different cultures and beliefs	С

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Assumes responsibility and accountability for actions and outcomes	С
Effective use of resources	С
Maintains professional demeanor	С
Respects personal space of others	С
Recognizes limitations and seeks assistance	С
Maintains confidentiality	С
Establishes rapport and trust with patients and co-workers	С
Maintains composure during unpleasant or stressful situations	С

Acknowledgement of Essential Requirements for the Phlebotomy Program

I, _______, have been informed of the Essential Requirements of the Bossier Parish Community College Phlebotomy Program. I have carefully reviewed the Essential Requirements and have asked questions if I was unfamiliar with the standards and skills listed. If I believe I require accommodation, I will request an appropriate accommodation with the Coordinator for Section 504 and ADA by the application deadline. I am aware that certain chronic and recurrent illnesses and problems that interfere with patient care or safety may be incompatible with Phlebotomy training or clinical practice. I have also considered any conditions that I may have that may lead to a high likelihood of absenteeism. I have been informed that deficiencies in knowledge, judgment, integrity, character, or professional attitude or demeanor which may jeopardize patient care may be grounds for course/rotation failure and possible dismissal from the program. I have the ability to meet the standards and skills listed in the Essential Requirements and agree to complete the educational requirements for the Phlebotomy Program, if accepted to the program.

Signatura	Date	
Signature	Date	

Name Printed