

PHLEBTOMY Technician



Program Summary: This course will prepare the student to become a certified phlebotomy technician, who will work in a clinical laboratory environment and healthcare setting. Students will acquire understand the knowledge to work in clinical medical labs and pass the AMCA certification exam as a phlebotomy technician. The course will give the basic understanding of all CLIA guidelines for collecting and handling a variety of blood and tissues samples to process in-house or outside labs. Course focuses on topics of basic anatomy and medical terminology, infection control, and procedures necessary to appropriately collect laboratory specimens and communicate with patients, HIPPA and Legal Issues in the healthcare. This course consists of 60-hours of accelerated classroom training with emphasis on skills mastery through hands-on practice and supervision. (Total 60 hours)

Course fee: Course includes consumable supplies, NHA study materials, name tag and certificate of completion.

\$1415 without exam voucher

\$1532 with exam voucher

Financial assistance: Students with a need for financial assistance may contact Sallie Mae for a student loan. There is also a parent-initiated loan option available with Sallie Mae. We are listed as CTCD-Continuing Education on the Sallie Mae site, school code 00400398. Students who qualify may use MyCAA benefits. Contact [MyCAA](#) to see if you qualify.

Starting pay: \$15-\$33 per hour. According to the U.S. Department of Labor, employment of EKG Technicians is expected to increase more than 14 percent through the year 2026. Compensation varies based on market demand and experience level.

Certification: Upon successful completion of the course and clinical, students will receive a certificate of completion. Additionally, students will qualify to take the optional Phlebotomy Technician (AMCA) examination offered by the National Healthcareer Association (NHA). The exam is proctored on campus. Call 254-526-1586 for exam schedule.

Schedule: Classes are held at the CTC central campus in Killeen and are taught at an accelerated pace. Schedules may vary when taught in the college service area.



Program requirements: Students must be at least 18 years of age at the time of enrollment. Students need competency in basic computer operations and will be required to have access to the internet, printing capabilities and an email address. Application packets must include:

- High school diploma/transcript or G.E.D or official transcripts of higher education.
- Proof of completion of CPR for the Healthcare Provider course that is good for the life of the program.
- A completed physical examination using the CTC Continuing Education Form.
- Proof of current immunizations to include:
 - Tetanus/Diphtheria (TD): Every 10 years
 - Measles: All students born on or after 1-1-57 must show proof of two doses of measles vaccine administered on or after their first birthday and at least 30 days apart; or immunity to measles.
 - Polio
 - Mumps: all students born on or after 1-1-57 must show proof of one dose of mumps vaccine after the first birthday; or immunity to mumps.
 - Rubella
 - Hepatitis B: 3-shot series over six months, or immunity to Hep B
 - Varicella: A written statement from a physician, the student's parent or guardian, or school nurse supporting history of varicella is required.
- 11-panel drug screen must be completed with 7 days of clinical start date.

Clinical Requirements: Students are required to complete the 48-hour clinical in order to receive his or her certificate of completion. The student is to provide his/her own transportation to the assigned clinical site. The student is responsible for completing the preclinical facility legal documentation requirements. The student will be required to attend mandatory facility in-processing and/or training and/or orientation at times other than regularly scheduled clinical/class hours. The student will not be able to attend clinical without required mandatory training. Failure to comply with the mandatory requirements for admission to the affiliated facility for clinical education experience may result in administrative withdrawal from the course. Additional clinical information will be given to students in class. Clinical location placement will be within 80 miles of Central Texas College.

Clinical Placement Requirements: Students are required to complete these steps within 7 days of starting clinical rotation:

1. 11-panel drug screen
2. Influenza: If available
3. Negative state criminal background check: <https://publicsite.dps.texas.gov/> (Approximately \$4); student must print search results screen.
4. A completed [physical examination](#) using the CTC Continuing Education Form
5. PPD test or QuantiFERON Gold TB Test and result. Each clinical site requires a specific test; do not get the test done until you are selected for clinical placement

PHLEBOTOMY TECHNICIAN COSTS BEYOND TUITION

Uniform and Equipment

The following are the student's responsibilities and are separate of the tuition fees. Costs may vary.

- Set of Navy-Blue scrubs
- One pair of white close-toed, close-heeled shoes
- One blood pressure cuff
- One stethoscope
- One watch with a second hand

Textbooks

Phlebotomy: A Competency Based Approach 5th Edition
By Kathryn Booth and Lillian Mundt

Textbooks are available for purchase at CTC Bookstore.

GOALS AND PURPOSE

Upon successful completion of the course and clinical, students will receive a certificate of completion from Central Texas College. Graduates will be qualified to take the optional certification examination for Phlebotomy Technicians offered by the National Healthcareer Association (NHA). This program was designed to provide thorough didactic and practical instruction and a basic systems overview of the role of the Phlebotomy Technician in a practical setting. Didactic lectures cover the theory, anatomy and terminology pertaining to training. Practical instruction provides hands-on training in the listed procedures verified through a skills check-off system.

Outcomes and Objectives:

After successful completion of this course the student will be able to:

1. A. Collect and process biological specimens for analysis.
2. B. Perform analytical tests on body fluids, cells, and products.
3. C. Recognize factors that affect procedures and results, and take appropriate actions within predetermined limits when corrections are indicated.

Instructional Strategies:

- | | |
|--|---------------------------------------|
| • Hands on-skills practice and acquisition | • Large Group Discussions |
| • Lecture | • Small Group Discussions |
| • Laboratory Techniques | • Independent Research |
| • Demonstration | • Hands on Practice Under Supervision |
| • 1 on 1 Instruction | • Tutoring through Academic Studio |
| • Individualized Study | |

Methods of Evaluation:

- | | |
|----------------------|-----------------------|
| • Observation | • Class Discussion |
| • Pre and Post Tests | • Testing and Quizzes |

- Oral Exam
- Performance Levels Reports
- Assignments
- Self-Evaluation
- Completion of Project with Critique
- Final Exam

Conditions for Repetition: If the student does not receive a 75% or higher in the course as well as a passing score of 75% on the midterm and final exam (both hands on and written exams), he or she will not be allowed to participate in the clinical and will not receive their certificate of completion. The student may repeat the class at their own expense.

LAB POLICIES & DRESS CODE

Please remember that you represent the college while in uniform. The dress code must be followed in the laboratory as well as in the clinical setting. The following represents the expected dress code:

1. Navy Blue Scrub uniform with pockets. Must be clean and wrinkle free. Hem length must be appropriate and not hanging on the floor. Females wearing av-cut scrub top, the top must cover cleavage. The scrub top may not have a logo or inscription. If long sleeved, must have knit cuffs at the wrist. No coat or sweatshirt may be worn over scrub top. When in uniform the identification-issued student name tag must be visible at all times (top of scrubs, pocket height, on right or left side).
2. White close-toed and heeled shoes.
3. White socks. No ankle socks.
4. CTC issued name tag and/or picture ID identifying you as a EKG Technician. Student ID - must be current with an expiration date.
5. Professional appearance in hair style, hair color and cleanliness.
6. Hair extended below the shoulder line is to be pulled back and secured in a bun. No decorative hair ornaments are to be used.
7. Males are to be either clean-shaven or if allowed by facility policy may have neatly trimmed beard and/or moustache.
8. Encouraged to wear a wedding band only to clinical - any protruding jewelry can puncture gloves creating an infection control issue and/or safety issues such as skin tears to the resident.
9. One small stud earring per ear; nothing dangling.
10. No dangling necklaces, chains and/or bracelets
11. Tattoos and piercings must be covered according to facility policy.
12. No smoking while in uniform.
13. Watch with a second hand
14. Optional, but recommended hand sanitizer, pocket sized.
15. Small notepad and black pen. No erasable ink.
16. Free from body odor. No perfumes.
17. Make-up in moderation.
18. Nails must be clean, fingertip length, no nail polish.
19. Artificial Nails are prohibited. Students will not be allowed in the clinical setting with artificial nails. It is an infection control issue/safety issue.
20. No gum chewing.

PHLEBOTOMY TECHNICIAN CERTIFICATION STUDY RESOURCES

1. Take advantage of NHA study materials designed to help you achieve the certification exam results you want.

NHA Study Package highlights include:

- Accessible online
- 3 modules with a quiz after each module
- 3 Unique practice exams with 2 attempts at each exam
- Focused Review® based on your practice assessment results directing you to the content you still need to master
- Based on the same NHA test plan as your exam
- Include practice drills and case study videos to reinforce key concepts

At www.NHAnow.com you will find the resources you need to prepare for and take an NHA certification exam.

2. Online study materials can be purchased by going to:
http://www.ataliiedhealth.com/ati_store/category.aspx?zcid=160
3. Through CTC library you can access the Learning Express Library that contains many great resource tools, including practice test of occupation certification and licenses. You can access the Learning Express Library from CTC Library computers or from a personal computer. For more information or assistance call 254-526-1621.

Follow the steps described below to gain access:

1. Go to <http://www.ctcd.edu/academics/library/online-databases-and-virtual-resources/>
 2. Select either on-campus computer or off-campus computer. If you are trying to login from an off-campus computer you will need to log into your account.
 3. Select "learning Express Library"
 4. Click here for a Featured Resources List
 5. Under Career Center-> Prepare for an Occupation Exam-> click on "Allied Health"
 6. Click on "Prepare for EKG Technician Certification"
4. Use online resources provided by the publisher Pearson. Information will be located in the textbook.

NATIONAL HEALTHCARE ASSOCIATION CET EXAM INFORMATION

Local Testing Centers:

- *Georgetown:* 2207 Corsair Drive, Georgetown Municipal, Georgetown, Texas, 78628
- *Waco:* 345 Owen Lane, Suite 124, Waco, Texas, 76710
- *Austin:* 8000 Anderson Square, Suite 3018, Austin, Texas, 78757
- *Austin:* Lacosta Corporate Park, 6448 Hwy 290 East, Suite F11, Austin, Texas, 78723
- *Killeen:* Central Texas College, 6200 W. Central Texas Expwy, Killeen, Texas 76549

Register for Exam: You will need to register for the EKG Technician (CET) exam through NHA. The application fee is \$117.

1. Go to your NHA account at www.nhanow.com and log in to your profile.
2. Click on "register for exam"
3. Click on "create new profile"
4. Begin the profile process
5. On organization type select registering individually
6. Once you have created your profile, you

FAQ

As stated on NHA website, <http://www.nhanow.com/fag/student-fag.aspx>

What is NHA's refund policy? There are no refunds offered on certification exams unless the scheduled exam date is canceled by NHA. Exams may be rescheduled within 6 months of the original exam date at no additional cost.

How can I reschedule my exam if/ am testing through PSI? To reschedule an exam scheduled at a PSI testing center, you must call PSI at least 24 hours prior to your scheduled exam time. If you do not reschedule your exam at least 24 hours before your scheduled exam time, the cost of your exam is forfeited and you must register and repurchase the exam.

How many times can I retake the exam? You may challenge an NHA certification exam as many times as you wish. If you do not pass your exam after the first or second attempt, you must wait 30 days before you are able to retake your exam. If you do not pass after your third attempt, you must wait 12 months to challenge the exam again. After your fourth attempt, you must wait 12 months between attempts. Please note: you must pay for each exam retake.

How do/get my exam results? Will/ receive a notification? You will not receive a notification e-mail with results information or prompting you to register for a retake exam if you were not successful. Once your exam results are available, you will be able to view them by logging into your account at and clicking the 'Results' tab.