Phlebotomy: Course and Practicum Outline

[Your institution] · [Course codes] · [Term]

How to use this outline

This outline sets out a phlebotomy course in two parts: a classroom and skills-lab course, then a clinical practicum. It is built around the five graded skills checklists in this course on Zelvi. It is a starting point. Teach the theory from your own textbook or lessons, and check the content, hours and number of successful collections against what your certifying body requires.

Text in [square brackets] is for your institution to fill in. Everything else can be changed too.

Course details

- Instructor or program coordinator: [name] · Contact: [how learners reach them]
- Class, lab and clinical times: [days, times, locations]
- Hours: [classroom, lab and clinical hours; the source program ran about 150 hours across both parts]
- Before this course: [any prerequisites, such as anatomy or medical terminology]
- Textbook: [the phlebotomy textbook your program uses]
- Certification: [the exam your graduates take, for example from ASCP, NHA or AMT, and its eligibility rules]

Part 1: Phlebotomy for the health care provider

The essential theory, skills and special procedures for collecting blood in hospitals, clinics and other health care settings.

By the end of part 1, the learner can:

1. Follow patient identification policies every time.
2. Perform venipuncture with three systems: evacuated tube, syringe and winged (butterfly) set.
3. Perform capillary puncture, and simple point-of-care tests such as bedside glucose.
4. Apply standard precautions and safety practices throughout.

Skills on Zelvi: the checklists for evacuated tube, syringe, butterfly, blood culture and capillary collection. Each lists every step in order and marks the critical steps that fail an attempt if missed.

Part 2: Phlebotomy practicum

Phlebotomy procedures in clinical settings and physicians' offices, with supervised work experience at an approved site.

By the end of part 2, the learner can:

1. Use current equipment, supplies, techniques and documentation, and recognize complications.
2. Choose suitable sites and veins, taking the patient's history into account.
3. Recognize problems after a failed venipuncture and know the follow-up care.

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4. Explain the order of draw and the reasons a specimen must be recollected.
5. Explain how specimens are transported, what makes a specimen acceptable, and what to do about spills or leaks.
6. Complete the task performance records for the clinical rotation.

Suggested practicum schedule

- Week 1: orientation to the site and its procedures
- Week 2: case study 1; collection tube activity
- Week 3: case study 2; quiz 1
- Week 4: case study 3; quiz 2
- Week 5: case study 4; quiz 3
- Week 6: case study 5; quiz 4
- Week 7: case study 6; final exam

Clinical hours run alongside, as assigned by the site.

How learning is checked

A suggested pattern, to change to your own:

- Part 1: tests and quizzes [15%], a final written exam [25%], two skills competencies, evacuated tube venipuncture and capillary collection [50%], lab work [10%]. Each competency must be passed at [75%] or higher, in no more than [two] attempts.
- Part 2: a clinical journal and evaluations [25%], case studies [25%], quizzes [20%] and a final exam [30%].
- Successful collections: [the number your certifying body requires], each signed off by a preceptor. Zelvi can record the count and the sign-off.

Safety and conduct in the lab

- All supplies are latex-free: nitrile or vinyl gloves, and a full-length fluid-resistant lab coat.
- Closed-toe shoes in every lab session, and the uniform and name badge your clinical sites require.
- No food, drink or gum in the lab.
- Learners practice on each other and act as the patient for classmates, under supervision, after signing [your program's consent and guidelines form].

Your institution's policies

- Attendance and lateness: [your policy]
- Clinical placement requirements, such as immunizations and a background check: [your list]
- Academic honesty: [your policy]
- Accommodations: [who learners contact, and how]

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