

## PHLB 1010 - Phlebotomy Classwork (2 Credits)

### Course Description

This course will cover the basics of anatomy, customer service, professionalism, and infection control. The procedures for capillary puncture, venipuncture, TB testing, and throat culture will be taught.

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### Course Objectives

- Understand the fundamentals of phlebotomy
  - Demonstrate legal and ethical behavior relating to phlebotomy with a special emphasis on confidentiality
  - Build skills in professionalism and practice in preparation for a Phlebotomy Practicum
  - Demonstrate proficiency in basic venipuncture technique
  - Be prepared for a hospital externship
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### Course Outline

- Introduction/Ethics (01)
  - Infection Control/Safety (02)
  - Medical Terminology (03)
  - Anatomy I (04)
  - Anatomy II (05)
  - Capillary/Lab (06)
  - Equipment (07)
  - Pre-analytical (08)
  - Venipuncture I (09)
  - Venipuncture II
  - Specimen Handling
  - Pediatrics/Geriatrics
  - Point of Care
  - Special Procedures
  - Urinalysis
  - Drugs
  - Employee Skills
  - Review
  - Labs
  - Final
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### Textbook & Reading Materials

Phlebotomy Handbook, 10th Edition, Diana Garza & Kathleen Becan-McBride EdD MLS, ISBN: 9780134709321

## Classroom Hours

Start: 8-27-2024

End: 10-9-2024

Tu, W, Th

3:00PM - 6:00PM

For a full list of course hours visit: [Course Schedule](#)

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## Instructor Contact Information

Lori Nickerson — [lnickerson@stech.edu](mailto:lnickerson@stech.edu)

Office Hours: By appointment

Email is the preferred method of communication; you will receive a response within 24 hours during regular business hours.

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## Canvas Information

Canvas is the where course content, grades, and communication will reside for this course.

- [stech.instructure.com](http://stech.instructure.com)
  - For Canvas, Passwords, or any other computer-related technical support contact Student Services.
  - Regular Hours and Weekdays (435) 586 - 2899
  - After Hours & Weekends (435) 865 - 3929 (Leave a message if no response)
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## Course Policies

**Policies-** Students must adhere to the Program Safety, Work Ethic, and Dress Code as outlined in the Phlebotomy Policies & Orientation. Students are expected to complete all coursework and labs with 90% attendance in the course to complete the program. Failure to meet the required attendance standard will result in academic corrective action being taken. If you are going to be absent, communication with the instructor is required to set up time to make up the time missed. This makeup time will be scheduled at the convenience of the instructors and the availability of the classroom and clinic. Upon successful completion of this course, students will advance to a 20-hour externship. Cell phones should be on silent and are not allowed in the clinic area. Be courteous to your classmates and take phone calls out in the hall.

**Grading-** Each assignment is awarded points according to how well the submission follows the assignment's requirements. Written submissions are graded according to the college writing guidelines. Students must have a minimum of 80% on each exam and 90% on the practical final.

**High School Power School Grades:** Quarter student grades will be determined by student progress percentage. Faculty will use the higher percentage of either 1) quarter progress, or 2) cumulative progress for the current training plan year. The progress percentage will be used with the grading scale to determine the minimum grade. **High School Grade Scale:** The following grading scale will be used to determine a letter grade from the progress percentage:

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|---------------|---------------|---------------|---------------|
| • A 94 - 100% | • B 83 - 86%  | • C 73 - 76%  | • D 63 - 66%  |
| • A- 90 - 93% | • B- 80 - 82% | • C- 70 - 72% | • D- 60 - 62% |
| • B+ 87 - 89% | • C+ 77 - 79% | • D+ 67 - 69% | • F 0 - 59%   |

## Additional Information

InformaCast Statement: Southwest Tech uses InformaCast to ensure the safety and well-being of our students. In times of emergency, such as weather closures and delays, this app allows us to promptly deliver notifications directly to your mobile devices. To stay informed and receive real-time updates, we encourage all students to sign up for notifications. Your safety is our priority, and staying connected ensures a swift response to any unforeseen circumstances. More information and directions for signing up are available at: <https://stech.edu/emergency-notifications/>

Internet Acceptable Use Policy: The student is expected to review and follow the Southwest Technical College Internet Safety Policy at: <https://stech.edu/students/policies/>

Student Code of Conduct Policy: The student is expected to review and follow the Southwest Technical College Student Code of Conduct Policy at: <https://stech.edu/students/policies/>

Accommodations: Students with medical, psychological, learning, or other disabilities desiring accommodations or services under ADA, must contact the Student Services Office. Student Services determines eligibility for and authorizes the provision of these accommodations and services. Students must voluntarily disclose that they have a disability, request an accommodation, and provide documentation of their disability. Students with disabilities may apply for accommodations, based on an eligible disability, through the Student Services office located at 757 W. 800 S., Cedar City, UT 84720, and by phone at (435) 586-2899. No diagnostic services are currently available through Southwest Technical College.

Safety and Building Maintenance: The College has developed and follows a variety of plans to ensure the safe and effective operation of its facilities and programs. The following plans are available online:

1) Facilities Operations and Maintenance Plan; 2) Technical Infrastructure Plan; and 3) Health and Safety Plan.

Withdrawals and Refunds: Please refer to the Southwest Technical College Refund Policy at: <https://stech.edu/students/policies/>

Any high school or adult student, who declares a technical training objective is eligible for admission at Southwest Technical College (Southwest Tech). Program-specific admissions requirements may exist and will be listed on the Southwest Tech website. A high school diploma or equivalent is not required for admission but is mandatory for students seeking Title IV Federal Financial Aid.

Non-Discriminatory Policy: Southwest Technical College affirms its commitment to promote the goals of fairness and equity in all aspects of the educational enterprise, and bases its policies on the idea of global human dignity.

Southwest Tech is committed to a policy of nondiscrimination. No otherwise qualified person may be excluded from participation in or be subjected to discrimination in any course, program or activity because of race, age, color, religion, sex, pregnancy, national origin or disability. Southwest Technical College does not discriminate on the basis of sex in the education programs or activities that it operates, as required by Title IX and 34 CFR part 106. The requirement not to discriminate in education programs or activities extends to admission and employment. Inquiries about Title IX and its regulations to STECH may be referred to the Title IX Coordinator, to the Department of Education, and/or to the Office for Civil rights.

If you believe you have experienced discrimination or harassment on our campus, please contact the Title IX Coordinator, Cory Estes: [cestes@stech.edu](mailto:cestes@stech.edu), (435) 865-3938.

For special accommodations, please contact the ADA Coordinator, Cyndie Tracy: [ctracy@stech.edu](mailto:ctracy@stech.edu), (435) 865-3944.

Southwest Technical College

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