

# Certified Phlebotomy Technician



Community and Workforce Training  
Umpqua Community College



### **Program Mission:**

To prepare students to enter the medical field as National Certified Phlebotomy Technicians.

### **Course Description:**

This 11-week course qualifies students to work in medical laboratories, hospitals, clinics, donor facilities, Healthcare Insurance Providers and more. Classroom, laboratory, and clinical experience are included in the course.

Upon successful completion of the Phlebotomy course, you will be qualified to take the National Phlebotomy Technician Certification (CPT) exam. Course work includes confidentiality and HIPPA regulations, basic anatomy and physiology, infection control and safety, venipuncture, specimen handling and hands-on training with patients in a clinical setting. You will be drawing blood from each other during the course. A minimum of 50 draws and 10 finger pokes are required as part of the course.

### **Instructors:**

Instructors for this course Certified Phlebotomists with years of career experience. Our instructors also serve as certified specialists for our other medical courses.

The course is also taught in conjunction with Mercy Medical Center. Mercy supports our students by giving them on the job training working with their phlebotomy team during the 11-week course.

### **Job Placement:**

Many of the graduates of this program have been successful in gaining employment in the medical profession. The NHA certification exam is a nationally recognized certification which makes for good job placement opportunities.

### **Overall Program Outcomes:**

Students who successfully complete the training will:

- Pass the Exam to be a Certified Phlebotomy Technician
- Receive a Non-Credit Training Certificate (NCTC) from Umpqua Community College.
- Meet the required practical experience of blood draws for job placement.
- Working knowledge of lab environment and patient care required of a CPT.

### **Prerequisites & Requirements:**

Formal acceptance into the Phlebotomy program; students must be 18 years old and have a High School diploma or GED equivalent.

The following functional abilities are considered to be essential in this job.

- Gross and Fine Motor Skills
- Physical Endurance, Physical Strength, Mobility
- Hearing, Visual, Tactile
- Emotional Stability
- Analytical Thinking, Critical Thinking Skills
- Interpersonal Skills, & Communication Skills

If you have questions about your ability to meet these requirements, **please** contact the Community and Workforce Training Office Phlebotomy program coordinator at 541-440-4668.

Students who wish to attend the Phlebotomy Course must meet all the requirements listed below by providing information to be uploaded into the UCC Castle Branch account for Phlebotomy. ***All information must be provided prior to the first class.***

- Criminal Background Check
- Drug Screen
- TB Screening Report
- Measles, Mumps, Rubella (MMR) Vaccine
- Varicella (Chicken Pox) Vaccine
- Hepatitis B (HBV) Vaccine
- Tetanus, Diphtheria, and Pertussis (TDAP) Vaccine

### **Course Topics:**

The program consists of a multi-faceted approach. The course is guided by the NHA curriculum that also includes scenario experiences to prepare you for clinical experiences. Course work also includes in-person training. Students must be available for early morning hours (3 – 4am till 8am) for clinical experience during weeks 7 – 10. (Student will have two clinical morning sessions scheduled).

- confidentiality and HIPPA regulations
- safety and compliance
- patient preparation
- venipuncture/routine blood collection
- specimen handling/special collections
- processing
- hands-on training with patients in a clinical setting
- A minimum of 50 draws and 10 finger pokes are required as part of the course.

***You will be drawing blood from each other during the course***

### **Phlebotomy Outcomes:**

- Demonstrate knowledge of lab and draw practices.
- Demonstrate professionalism through acceptable attitude, organization, and time management skills and attire.
- Perform and document routine administrative and clinical procedures according to established protocol.
- Uphold legal and ethical standards and confidentiality for patient privacy.
- Maintain industry standards of quality control and safety principles in the workplace.

### **Assessment:**

This is a Pass/No Pass class. Assessment is based on chapter quizzes, skill demonstration tests, and successful completion of lab hours. The average score will be recorded.

Absences from class can affect your ability to pass the class. The instructor covers a lot of information in a very short period and students can fall behind quickly. More than two unexcused absences will be a No Pass.

### **Criteria for a Non-Credit Training Certificate:**

- An average score of 75% is required on all quizzes and tests is required to receive a Pass.
- Have no more than two unexcused absences from the class to receive a Pass.

### **Schedule:**

## **We offer Phlebotomy training twice a year.**

Classes will meet every week on Tuesday and Thursday evening from 6:00 pm -9:00 pm. Clinical hours will be by the instructor and will take place weeks 7, 8 and 9.

Class will be held in the Umpqua Community College Campus in Wayne Crooch Hall. Clinical hours at Mercy will be assigned by your instructor. and will take place weeks 7, 8 and 9.

For next available class dates please check the CWT website [www.umpqua.edu/workforce-professional-skills](http://www.umpqua.edu/workforce-professional-skills) or call 541-440-4668.

## **Course Supplies:**

- Students will access Certified Phlebotomy Technician (CPT) Study Guide 2.0 via the NHA leaning platform. ***A textbook with supplementary course materials is provided to all students.***

## **Course cost: \$1149.**

Payment is due at time of registration. A payment plan is available but full balance is due by Monday before the start of class. This non-credit class is not eligible for financial aid.

***\*\*\*Funding assistance may be available for those who qualify...see next page.***

***\*\*Course fee includes all aspects of the course EXCEPT those noted below. One attempt at the CPT exam is included in the fee. Further exam attempts are the responsibility of the student.***

**Immunizations and TB Testing:** This cost will vary depending on what is needed.

**Uniform:** Scrubs in good condition. Clean close-toed shoes, in good condition.

## **Student Financial Assistant Options:**

- **STEP Program through WorkSource Oregon**  
Must be on SNAP & participate in STEP Program. Contact Myra McManus at [Myra.A.McManus@oregon.gov](mailto:Myra.A.McManus@oregon.gov)
- **Workforce Investment Funds through South Coast Business**  
Must be unemployed or underemployed (meaning training and working in this profession will significantly raise your income)

Contact: Minja Maksimovic at [minja@scbec.org](mailto:minja@scbec.org) or 541-900-5550 / 1-800-822-3525

- **Vocational Rehabilitation training funds.**  
Voc. Rehab assists individuals with disabilities to get and keep a job that matches their skills, interest, and abilities. Call 541-440-3371.

### **Application/Registration Process:**

To register for Certified Phlebotomy Technician, please follow these steps:

- Attend a mandatory info session.  
<https://www.enrole.com/umpqua/jsp/course.jsp?courseId=PHLEBINFOSESSION&categoryId=10010>
- Register by phone or online.  
The total cost is \$1149. If needed, payment arrangements can be made, but \$500 is required at the time of registration with the remainder paid by first day of class.
- Provide all documents and information for Castle Branch to the coordinator. You must provide this prior to the first day of class.

### **Contact:**

Community and Workforce Training (CWT)  
Umpqua Community College  
[cwtoperations@umpqua.edu](mailto:cwtoperations@umpqua.edu)  
541-440-4668