

Slide 1. Hello, and welcome to the Des Moines Area Community College (DMACC) Phlebotomy Information Session. My name is Karen Campbell, and I am the Chair of the program. I will be going over some of the key points about the DMACC Phlebotomy program. The Phlebotomy program is a 1-semester program. We start classes each Fall and Spring semester. The program is not held in the Summer. Once you complete this program, you graduate with a Certificate of completion from DMACC.

Slide 2. This presentation will cover various topics about phlebotomy and the program here at DMACC. I will go over the roles and salaries of phlebotomists, the program entry requirements, and how the program is set up, including the clinical rotation class. I will also cover the fees and options for paying for the program, as well as potential impacts due to COVID-19.

Slide 3. First of all, what is a phlebotomist? A Phlebotomist is a health care professional whose main job is to collect an optimal blood sample from a patient. Phlebotomist may also collect blood or plasma from healthy donors. In some hospital settings Phlebotomists do more than collect blood. They may also process specimens and send those specimens to various areas of the lab for testing. A good Phlebotomist is someone who enjoys spending time and interacting with people. The starting salary is not very high for a Phlebotomist in the midwest. It is typically \$11.00-\$13.00 per hour. You may know some phlebotomists who make more money than this, and that may depend on where they work or how long they have worked, or their schedules. You may be eligible for something called differential pay, which means that you earn more money if you work in the evening or overnight or on weekends.

Slide 4. This slide lists the key contact people for this program. Again, I am Karen Campbell, and I am the Program Chair. I do not generally teach the classes, but handle the administrative parts, such as getting contracts for clinical sites. Abbie Finnegan is the Program Advisor. She is a good resource, and can answer questions pertaining to the program entry requirements, financial aid, and other health care programs at DMACC. Jenn Ewalt works in the Admissions Department. She is the person who will receive your application and transcripts. She also keeps track of the waiting list, and is the person who actually accepts you to the program once you complete the program entry requirements.

Slide 5. There are five program entry requirements for Phlebotomy. A job shadow is no longer required for the program. These may be done in any order – and you're completing one of them, the Information Session, right now. The main one is to actually apply to the program – and this means completing a DMACC application and selecting Phlebotomy as your major. The DMACC application is separate application from one you may do at the Evelyn K .Davis Center as part of the DMACC Workforce Training Academy (called the WTA) or through another organization that will help you pay for the program. If you already attend DMACC, you may need to complete a *Program Change Form* to either change your major to Phlebotomy or simply add Phlebotomy as an another major. You need to show proof that you have completed high school or the equivalent. This can be an official high school transcript; or, simply a picture of your high school diploma, HiSET, or GED. You must also achieve minimum scores on two standard tests – one for Reading and other for Writing. A Reading score of 230 is required. We will also accept an Accuplacer Classic Reading score of 45 or higher or an ACT score of 14. You will also need to take the Accuplacer Next Generation writing skills test, and score at least 244. We will also accept the Accuplacer Classic Writing score of at least 66 or an ACT score of 14. We do understand that some students have had previous college level reading and writing classes, and we may consider those; however, grading in various classes and/or at different colleges is not always consistent, so we do require students take these standard exams.

Slide 6. No one is accepted to the Phlebotomy program until they have completed all of the program entry requirements. In previous years, there have been waiting lists for this program. That varies by semester and year. In general, all students are put on a waiting list once they have completed the program entry requirements, and DMACC will accept the first 24 people into the current class.

Slide 7. Once students are accepted to the phlebotomy program, they will complete an orientation. At the orientation, they will get or print an immunization form. The immunizations are due on the first day of class. A summary of the immunizations are found on this slide, and a more detailed listing is directly on the form. Students must show proof that they have been protected against chicken pox; Hepatitis B; diphtheria, tetanus, and pertussis; measles, mumps, and rubella; tuberculosis; and the flu. Before returning in this form, a health care provider will need to sign it. That can be your

doctor, the campus nurse or nurse practitioner, or someone from a county health center. You do not need to get re-immunized if you can find proof that these immunizations were given at some point in your life, and have not expired.

Slide 8. A background check is also done before starting the program. This will be done at your Orientation (after you are accepted to the program). The background check is done through an outside company, so you do not pay for it as part of tuition. If you are going through the Workforce Training Academy, you must pay for the background check, then print a receipt, and give it to your WTA representative so that you can be reimbursed. The background check will cover criminal history. You will also need to print, sign, and send in paperwork for the child and dependent adult abuse check.

Slide 9. Background checks are required for all students before doing their clinical rotation in a hospital. Again, this will be started during the orientation for the phlebotomy program, which happens after you are accepted. Please note that all convictions even deferred judgment will show up on your background check. Again, the fee for this is not part of your tuition. Know that a hospital can refuse to accept you for your clinical rotation based on the results of your background check. If you cannot complete the clinical part of the program, you will not be able to graduate from the phlebotomy program.

Slide 10. The phlebotomy program at DMACC consists of two courses that total 5 college credits. PHB113 is the Principles of Phlebotomy course, and it is 3 credits. You take this course first. PHB280 is the clinical rotation, and it is 2 credits. The clinical rotation is the last three weeks of the program.

Slide 11. Most of the costs for this program are associated with tuition. The entire program is 5 credits, so 5 multiplied by the cost per credit hour is your tuition. Currently, that is around \$850. A materials and supply fee is built into tuition. You pay separately for your background check which is currently \$48.00. You also pay separately for books, scrubs, immunizations, and any other things you might need for class.

Slide 12. So how does one pay for the program? You have the option to pay out of pocket, and even make a payment plan for that. Regular financial aid is not available if you just plan to take the two phlebotomy courses because together they only total 5 credits, and you need 6 college credits to be eligible for financial aid. Work with somebody in the Financial Aid office or with an Advisor if you'd like to take an additional course or regarding any financial aid questions.

Slide 13. One of the options for paying for the Phlebotomy program is to go through the DMACC Workforce Training Academy, otherwise known as the WTA. The website is shown on this slide. The WTA provides funding for students taking short-duration programs, and since phlebotomy is only one semester long, it qualifies for funding. The WTA will pay for all of your tuition, books, a voucher for two pairs of scrubs at a local uniform store, and will reimburse you for your background check. Overall, the WTA probably provides about \$1000-\$1200 that you do not need to repay. You must qualify for this program. For more information visit the website for the WTA.

Slide 14. Now to tell you a little bit about what to expect in the class, lab, and clinical rotation. Our lecture, lab, and clinical rotation meet national guidelines. We are required to teach certain topics such as the circulatory system and a little bit of medical terminology, as well as blood drawing theory and skills. We are required to meet for a specific amount of time in both the classroom and lab. And we are required to have students complete a 120 hour clinical rotation. 120 hours is the same as three weeks of full time rotation, which means 40 hours per week.

Slide 15. The next few slides cover some things to consider in the classroom and the lab. The first is that you are expected to be in class if you are accepted to the program. If you are accepted to the program and for any reason you cannot attend, you may defer to the next class. Keep in mind that somebody else may very well want your seat in the class, especially if there is a waiting list. You may defer to the next semester class one time. After that, you will have to reapply to the program.

Slide 16. Currently, class meets three evenings per week: Monday, Tuesday, and Thursday evenings. In the Fall semester, classes meet from the end of August through early November. In the Spring semester, classes meet from mid-January to the end of March. Class times are in the evenings, either from 5:00PM-7:00PM or 6:00PM-8:00PM. A maximum of 12 students are allowed in each section. Once the section is full, students are not allowed to sign up for it.

Slide 17. A very important thing to consider is that you will draw blood. This is a phlebotomy program and drawing blood is what phlebotomists do. In order to get training for your clinical rotation, you will draw from classmates and they will draw from you. Obviously, there will be practice on fake arms first, but we do start doing labs on the very first day we meet.

Slide 18. The clinical rotation makes up the final three weeks of the program. It starts immediately after the lecture and lab class ends. In the Fall semester, the clinical rotation is during most of the month of November. In the Spring semester, the clinical rotation is during most of the month of April. Students attend clinical rotation 8 hours every day, Monday through Friday. Rotation is during the day shift, which means you may start as early as 4:00 AM. An example of a late starting time would be 7:00 AM or maybe even 8:00 AM. You may suggest a location where you would like to do your rotation, but the instructors will place you at your clinical site. You do not have to find your own site. The college has contracts with several hospitals and clinics throughout the state.

Slide 19. I've included a few things to consider when you go to a hospital or clinical site for your rotation. First of all, you must look, dress, and act professionally. You will wear scrubs. Most hospitals will not allow you to have any visible body piercings aside from one pair of non-dangling earrings and most hospitals will not allow you to wear artificial nails. Both of these are actually safety requirements, but they often surprise potential students, especially those who have never worked in health care. Also, when you are at your clinical rotation, if you are dismissed from that site for any reason, you will not be placed at another site, and you will not pass the clinical rotation. This means you will not successfully pass the Phlebotomy program; and, therefore, not graduate. We will discuss this more in class before the rotation starts.

Slide 20. Please be aware that you cannot do a clinical rotation if your immunizations are not completed or if your background check is not accepted by the hospital or clinical site. During your rotation you will come into contact with sick people. If your personal experience in health care has been having a baby, visiting a family member, or having outpatient surgery, it's possible that you may have not even seen a severely sick person in a hospital. This can actually be frightening to some students, but it's important that you show care and compassion for your patients. You will need to commit to the clinical hours set by your rotation site. You will also have to attend consecutive days and not make up your own schedule. For this three-week time period for this rotation, you may need to rearrange your own personal schedule. That may mean rearranging your job responsibilities, child care, and transportation issues.

Slide 21. Here is a little bit about what to expect in the classroom in the lab. The information we teach in lecture and over which you are tested is kind of "science-y". We are required to cover topics like the circulatory system, a little bit of medical terminology, the difference between what happens when blood clots versus when it does not, and all of the chemical that are in various test tubes used for blood collection and testing. Exams are objective. Questions are multiple choice, matching, true false, and fill in the blanks. Some students do very well with the lecture material and have difficulty with the labs. Other students find the labs very easy and have trouble with the lecture material. You must get a "C" (78%) or higher in both the lab and the lecture portions of class before you can go on to the clinical rotation.

Slide 22. The labs done at DMACC on campus are very hands-on. There are checkoffs that you must pass to stay in the class. These checkoffs involve different ways of collecting blood. You will have a lot of practice with the instructors and with your classmates, and you will have three attempts to pass each checkoff. If you cannot pass a checkoff, you will not pass the class and therefore not go to your clinical rotation.

Slide 23. Traits that will help you be successful in the phlebotomy class and lab are listed here. Those include being able to read and understand what you have read. You also need to be able to spell correctly. Many labels are preprinted or electronic at clinical sites and hospitals, but you still need to be able to read and spell patients' names, different medical terms, lab tests, and diagnostic codes.

Slide 24. You must also be able to recall information presented in class from one day to another. Many Phlebotomists are multitaskers. You'll be required to think quickly and perform quickly, sometimes while family members and health care providers are watching you. You need basic computer skills since a lot of the orders in the hospitals and clinics are done

electronically. Phlebotomy is a profession that requires a lot of walking and standing for long periods of time. Very seldom do you sit down while drawing blood. You are also expected to have good hygiene.

Slide 25. If any of the traits and skills listed on the previous slides are not strengths for you, this may not be a successful career path for you. Phlebotomy is an entry level position in health care, but it's an important one. You are often the first face of the medical profession that people see. You need to be able to talk intelligently about your profession, as well as perform your duties quickly and safely.

Slide 26. I am adding this slide that deals with the potential impact of COVID-19. Our Spring 2020 phlebotomy students could not complete the rotation. All of the hospital sites stopped taking students right before our students were scheduled to do their rotations. This meant that our students could not graduate from the program. This may be the case for you as well. In order to complete this program you have to do a clinical rotation, and that means that hospitals must allow you to physically be present and interact with their patients. Please know that you can get a job as a phlebotomist in the state of Iowa without completing the clinical rotation. I do not know how COVID-19 will impact future classes. We will most likely need to make changes in how our class meets. We may only be on campus one day instead of three. Some of the theory may have to be put online instead of taught face-to-face in the classroom. Please be aware that changes may very well occur during your class. Thank you in advance for your flexibility.

Slide 27. If you have any questions about material presented here, please ask! Here is the list of the key contact people for the phlebotomy program once again. Reach out to any of us with questions, and we will do our best to help you. Thank you.