



Course Syllabus

Course title: CMLA Clinical Practicum

Class section: PRAC - 180 - BX01

Term: 2025S

Course credits: 6

Total hours: 231

Delivery method: Blended

Territorial acknowledgment

Camosun College respectfully acknowledges that our campuses are situated on the territories of the Lək̓ʷəŋən (Songhees and Kosapsum) and W̱SÁNEĆ peoples. We honour their knowledge and welcome to all students who seek education here.

Instructional hours

Practicum Hours: 30 per W

DE Hours: 3 per W

W = Week

T = Term

Instructor details

Name: Tarah Craig

Email: craigt@camosun.ca

Course description

Course Description:

During clinical practicum, students integrate knowledge from all previous program courses, laboratory, and simulation experiences to achieve the entry-to-practice standards of the British Columbia Society of Laboratory Science and the Canadian Society for Medical Laboratory Science. Students demonstrate their practice capabilities in both hospital and community laboratory environments under the direct supervision of qualified workplace professionals. Using feedback received from their designated workplace mentors, students examine and analyze their progress to improve future practice.

Prerequisites:

All of:

- C+ in HLSC 264
- C+ in IST 120
- C+ in MIDS 167
- C+ in MLAB 151
- C+ in MLAB 173

Learning outcomes

Upon successful completion of this course, the learner will be able to

1. Demonstrate professionalism in a variety of settings by adhering to laboratory best practices, workplace protocols and procedures, and all school policies and guidelines
2. Apply knowledge of laboratory procedures, human anatomy and physiology, pathology, professionalism, communication, and scientific principles to safely collect and prepare optimal

quality diagnostic specimens

3. Use best practices for managing patient and client interactions in a competent, safe, and responsible manner, with cultural humility while observing legal and ethical workplace standards
4. Communicate effectively with patients and clients, other members of the public, and all members of the health care team while performing the duties of the Medical Laboratory Assistant
5. Recognize appropriate learning opportunities within the clinical practice setting to expand on and maintain clinical competence through reflective practice
6. Demonstrate entry to practice requirements of the British Columbia Society for Laboratory Science and Canadian Society for Medical Laboratory Science for Medical Laboratory Assistants

Competency mapping

Course Competencies

Canadian Society for Medical Laboratory Science Competencies

- 1.01 Applies the principles of routine practices.
- 1.02 Uses personal protective equipment, e.g. gloves, gowns, mask, face shields, aprons.
- 1.03 Applies laboratory hygiene and infection control practices.
- 1.04 Minimizes possible dangers from biological specimens, laboratory supplies and equipment.
- 1.07 Handles and disposes sharps.
- 1.08 Stores, handles, transports, and disposes biological and other hazardous materials according to legislation.
- 1.09 Uses disinfection and sterilization methods.
- 1.10 Minimizes potential hazards related to disinfection/sterilization methods.
- 1.15 Applies proper ergonomic principles to minimize risk of injury.
- 2.01 Demonstrates fundamental knowledge of medical terminology, physiology, anatomy, and disease processes.
- 2.02 Verifies relevant information is provided for test request.
- 2.03 Provides information to the client on specimen collection, transportation, and storage.
- 2.04 Confirms the identity of the patient and performs venipuncture and capillary blood collection to obtain appropriate samples for laboratory analysis.
- 2.06 Adheres to established protocols for labeling and traceability of specimens.
- 2.07 Delivers specimens considering priority and stability.
- 2.08 Assesses specimen suitability for testing.
- 2.09 Verifies that the pertinent data on the specimen and requisition correspond.

- 2.11 Adheres to guidelines for specimen retention, storage, transportation, and disposal.
- 2.12 Prepares specimens for analysis.
- 5.01 Practices effective communication with colleagues, patients/clients, and other health care professionals: Active listening, verbal communication, non-verbal communication, written communication, conflict management, identifies barriers to effective communication, uses technology appropriately to facilitate communication.
- 5.02 Demonstrates effective teamwork skills.
- 5.03 Demonstrates interdisciplinary/interprofessional team skills: Communication, collaboration, role clarification, and reflection
- 5.04 Demonstrates adaptive skills when interacting with patients/clients.
- 6.01 Demonstrates knowledge of quality systems essentials (QSE)
- 6.02 Follows established protocols as defined in policy, process, and procedure manuals.
- 7.01 Maintains confidentiality of health care information.
- 7.02 Complies with legislations that govern the medical laboratory profession.
- 7.03 Recognizes limitations of own competence and seeks action to resolve.
- 7.04 Obtains informed consent prior to procedure and respects a patient's right to refuse.
- 7.06 Takes responsibility and is accountable for professional actions.
- 7.08 Promotes the image and status of the profession of medical laboratory science as members of the health care team.
- 7.12 Respects the diversity, dignity, values, and beliefs of patients/clients and colleagues.
- 7.13 Demonstrates knowledge of interpersonal skills: recognizes signs of individual and group stress, recognizes signs of patient stress, exhibits empathy when assisting patients and colleagues.
- 8.01 Demonstrates knowledge of a dynamic environment; adapts and responds to change.
- 8.03 Engages in reflective practice; stops and thinks about practice, consciously analyzes decision making and draws conclusions to improve future practice.
- 8.04 Organizes work to accommodate priorities.
- 8.05 Maximizes efficient use of resources, e.g. time, equipment, personnel.
- 8.06 Demonstrates effective problem solving/trouble-shooting strategies and initiates appropriate follow up.

British Columbia Society Laboratory Sciences Competencies

- BCSLS guideline: students must demonstrate successful completion of a minimum of 15 venipunctures prior to practicum.
- Minimum guideline for practicum length is 120 hours

Unit 1A: Role of Medical Laboratory Assistant

- CoPC6 Perform the required duties within the scope of practice of the Medical Laboratory Assistant in the hospital laboratory system, public health laboratories and private laboratories.

- CoPC7 Knowledgeable in the theory, technical skills and clinical application of procedures performed in the laboratory.
- CoPC3 Understand the importance of the skill of the Medical Laboratory Assistant in relation to patient care, specimen procurement and specimen integrity.
- CoPC1,4,9 Participate in providing for the health care needs of the public, always keeping the welfare and confidentiality of the patient paramount, and respecting the dignity, values, privacy, and beliefs of the individual.

Unit 1B: Critical Thinking

- Demonstrates knowledge of a dynamic environment; adapts and responds to change.
- Engages in reflective practice; stops and thinks about practice, consciously analyzes decision making and draws conclusions to improve future practice (new)
- Organizes work to accommodate priorities.
- Maximizes efficient use of resources, e.g. time, equipment, personnel. Demonstrates effective problem solving/trouble-shooting strategies and initiates appropriate follow up.

Unit 1C: Professionalism

- Promote the image and status of the profession of medical laboratory science as a member of the health care team by maintaining established standards of practice.

Unit 1D: Legal and Ethical Considerations

- Define, understand, and practice the principles of Confidentiality

Unit 1E: Interpersonal Communication and Interaction

- Write and speak clearly and concisely.
- Practice effective communication and teamwork, including verbal and non-verbal communication skills, active listening, and conflict resolution.
- Understand factors that may influence effective communication:
 - Age, physical & mental condition, stress levels, fear, values, etc.
 - Respect the diversity of patients and colleagues and use tools and strategies to communicate effectively.
- Understand the effectiveness of time management and establishing priorities.
- Demonstrate the characteristics and qualities of caring, respect, courtesy, empathy, and warmth. Recognize signs of patient stress and adapt to a variety of interactions with patients/clients.

- Practice within interprofessional teams, displaying effective skills in: communication, collaboration, role clarification and reflection.

Unit 1F: Quality Management

- Demonstrate knowledge of quality management systems and quality systems essentials.
- Follow standard operating procedures and policies within the laboratory and specimen procurement.

Unit 2C: Competencies: Laboratory Safety

- Knowledge of the safe performance of disinfection, decontamination and sterilization of laboratory equipment and premises.

Unit 3A: Patient Identification

- Demonstrates knowledge of established protocols for accurate patient identification.
- Demonstrates knowledge of rules of confidentiality in regard to personal patient information.

Unit 3B: Specimen Collection - Venipuncture

- Demonstrate correct venipuncture technique and established procedures:
 - Verification and identification of patient according to established protocols.
 - Select appropriate sites for venous collection for adults, children, and infants.
 - Demonstrate positioning of patient for blood collection.
 - Demonstrate correct technique for venipuncture.
 - Demonstrate successful collection of blood by venipuncture.
 - Have knowledge of importance of order of draw.
 - Demonstrate correct inversion of vacutainer tubes according to guidelines.
 - Demonstrate care after collection. Demonstrate verification and labelling of specimens.
 - Knowledge of appropriate blood volumes for collection.

Unit 3D: Collection and Preparation of Urine Specimens

- Demonstrate correct labeling, preparation and storage of urine samples according to established protocols.

Unit 3E: Collection and Preparation of Microbiology specimens

- Demonstrate collection and labeling of blood culture specimens according to required protocols.

- Demonstrate correct labeling of specimens for testing.

Unit 4C: Recording an ECG

- Knowledge of the theory and demonstrate the practice of performing a technically accurate 12 Lead electrocardiogram: patient instructions, skin preparation, accurate placement of electrodes according to accepted standards, calibration, speed, baseline determination, recognition and correction of artifact, recognition of lead reversal, recognition of R wave progression.

Course materials

CMLA - Portfolio of Clinical Experience and Competence

CMLA - Student Clinical Pocketbook

Course schedule

Table breaks down submission requirements per week during the practicum.

Week	Week of	Focus	Due on Academic Day (LifeLabs)	Due on Academic Day (Island Health)
1	May 05, 2025	Orientation & Goal Setting	<ul style="list-style-type: none"> • Student Acknowledgement • Student Orientation Checklist • Formative Evaluation Week 2 • Feedback & Self Reflection Form Week 1 • Collection Log Week 1 • Assignment 1 	<ul style="list-style-type: none"> • Student Acknowledgement • Student Orientation Checklist • Formative Evaluation Week 2 • Feedback & Self Reflection Form Week 1 • Collection Log Week 1 • Assignment 1

Week	Week of	Focus	Due on Academic Day (LifeLabs)	Due on Academic Day (Island Health)
2	May 12, 2025	Developing Skills & Teamwork	<ul style="list-style-type: none"> • Formative Evaluation Week 2 • Feedback & Self Reflection Form Week 2 • Collection Log Week 2 • Assignment 2 	<ul style="list-style-type: none"> • Formative Evaluation Week 2 • Feedback & Self Reflection Form Week 2 • Collection Log Week 2 • Assignment 2
3	May 19, 2025	Developing Complexity & Situation Reflection	<ul style="list-style-type: none"> • Formative Evaluation Week 3 • Collection Log Week 3 • Feedback & Self Reflection Form Week 3 • Assignment 3 	<ul style="list-style-type: none"> • Formative Evaluation Week 3 • Collection Log Week 3 • Feedback & Self Reflection Form Week 3 • Assignment 3
4	May 26, 2025	Developing Efficiency & Ethics	<ul style="list-style-type: none"> • Formative Evaluation Week 4 • Feedback & Self Reflection Form Week 4 • Collection Log Week 4 (if required) • Assignment 4 	<ul style="list-style-type: none"> • Formative Evaluation Week 4 • Feedback & Self Reflection Form Week 4 • Collection Log Week 4 (if required) • Assignment 4

Week	Week of	Focus	Due on Academic Day (LifeLabs)	Due on Academic Day (Island Health)
5	June 02, 2025	Finalizing (Island Health) & Reflecting	<ul style="list-style-type: none"> • Formative Evaluation Week 5 • Collection Log Week 5 (if required) • Feedback & Self Reflection Form Week 5 • Assignment 5 	<ul style="list-style-type: none"> • Summative Evaluation • Collection Log Week 5 (if required) • Feedback & Self Reflection Form Week 5 • Assignment 5 • Competency A • Competency B • Competency C • Unassisted Procedures (Required x12) • Unassisted Procedures (Optional X4)

Week	Week of	Focus	Due on Academic Day (LifeLabs)	Due on Academic Day (Island Health)
6	June 09, 2025	Finalizing (LifeLabs)	<ul style="list-style-type: none"> • Summative Evaluation • Collection Log Week 6 (if required) • Feedback & Self Reflection Form Week 6 • Competency A • Competency B • Competency C • Unassisted Procedures (Required x12) • Unassisted Procedures (Optional X4) 	
7	June 16, 2025	Remediation Week (if Required) End of Week - Release of Letter of Completion	End of Week 7 - Release of Letter of Completion	End of Week 7 - Release of Letter of Completion

Assessment and evaluation

Competency based grading system

COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
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DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

Course guidelines and expectations

Attendance

Students are expected to be on time for their practicum shifts; tardiness disrupts the workflow.

Attendance during practicum is mandatory. If a practicum day is going to be missed, you must notify your clinical liaison by email AND your clinical supervisor and designated employee at least one hour before the start of your practicum shift. If you will miss more than one day, please discuss with your clinical liaison to see if an arrangement to make up the time is required.

Participation in Learning Activities

Student enrolled in Allied Health & Technologies Programs must participate in learning activities that include intimate and direct personal contact with their patients during supervised practice. Students are training to perform the duties of a healthcare professional. These duties usually require constant, close physical contact with patients and clients. Students may be required to simulate and perform these activities on one another during this course. Students may also be required to use special hygiene practices and protective gear to protect themselves from the transmission of communicable disease (like COVID-19). Risk associated with learning and performing the physical duties of a healthcare professional cannot be entirely eliminated by any amount of caution or protection. Students who refuse or incapable of participating and performing these activities due to personal or medical limitations may only continue to participate in their course work when supported by officially registered accommodations or temporary medical advisory.

Written Assignments & Practicum Documents

Assignments and Practicum Documents are due by 23:59 on the assigned day unless otherwise specified to ensure . Unless otherwise directed by individual course outlines or assignment descriptions, assignments must be: word processed, double spaced, font meeting APA 7th edition guidelines, with a title page and reference list in APA 7th edition format. Student requiring an extension for the due date of an assignment must discuss with the instructor, at least 24 hours before the due date.

Student Assessment

Students must achieve a minimum of a Complete to use it as a prerequisite. Detailed information regarding assignments will be available on D2L. Complete all assignments on time and submit by the

designated due dates. Unless otherwise stated, all assignments will be submitted via D2L.

The use of AI generated tools is permitted ONLY for brainstorming and organizing your ideas. Its use will not be tolerated when passed off as original writings for class assignments. Any assignment that can be proven to have used AI tools in an unauthorized way will be treated as plagiarism and given a zero. (Camosun Academic Policy: <http://camosun.ca/learn/calendar/current/pdf/academic-policies.pdf>).

In emergency circumstances, a student may arrange to have a make up practicum week during the final week of the practicum course if the student would otherwise be unable to complete the program or course. Exceptions due to emergency circumstances, such as unavoidable employment commitments, health problems, or unavoidable family crises, require the approval of the instructor. Holidays or scheduled flights are not considered to be emergencies. The student may be required to provide verification of the emergency circumstance.

Additional information

PLEASE NOTE: Failure to submit practicum documents to the practicum course will result in a incomplete grade; even if completed in the practicum booklets. Failure to pass the practicum will result in failure to successfully complete the program.

School or departmental information

Students are required to read and are accountable for the College policies (outlined below) and practicum guidelines as described in the School of Health and Human Services (HHS) and program handbooks.

CMLA Program Handbook

Clinical and Practice Placements in HHS

<https://camosun.ca/programs-courses/school-health-and-human-services/hhs-programs/practicums>

School of Health and Human Services (HHS)

<https://camosun.ca/programs-courses/school-health-and-human-services/information-health-and-human-services-students-1#top>

HHS Program Handbooks

<https://camosun.ca/programs-courses/school-health-and-human-services/information-health-and-human-services-students-1#program>

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College policies and student responsibilities

The college expects students to be responsible, respectful members of the college community. Responsible students meet expectations about attendance, assignments, deadlines, and appointments. They become familiar with academic policies and regulations, and their rights and responsibilities.

College policies are available online at the [Policies and Directives](#) page. Academic regulations are detailed on the [Academic Policies and Procedures for Students](#) page.

Policies all students should be familiar with include the [Academic Integrity Policy](#). This policy expects students to be honest and ethical in all aspects of their studies. It defines plagiarism, cheating, and other forms of academic dishonesty. Infractions of this policy can result in loss of marks or a failing grade. To learn more about plagiarism and cheating, including the use of artificial intelligence, review the [Academic Integrity Guide](#).

The [Academic Accommodations for Students with Disabilities Policy](#) defines how Camosun provides appropriate and reasonable academic accommodations. The Centre for Accessible Learning (CAL) coordinates academic accommodations. Students requiring academic accommodations should request and arrange accommodations through CAL. Contact CAL at least one month before classes start to ensure accommodations can be put in place in time. Accommodations for quizzes, tests, and exams must follow CAL's booking procedures and deadlines. More information is available on the [CAL website](#).

Students must meet the grading and promotion standards to progress academically. More information is available in the [Grading Policy](#).

The college uses two grading systems. A course will either use the standard letter grade system (A+ to F) or a competency-based approach with grades of complete, completed with distinction or not completed. Visit the [Grades/GPA page](#) for more information.

Students must meet the college's academic progress standards to continue their studies. A student is not meeting the standards of progress when a GPA falls below 2.0. The college offers academic supports for students at risk of not progressing. The [Academic Progress Policy](#) provides more details.

If you have a concern about a grade, contact your instructor as soon as possible. The process to request a review of grades is outlined in the [Grade Review and Appeals Policy](#).

The [Course Withdrawals Policy](#) outlines the college's requirements for withdrawing from a course. Consult the [current schedule](#) of deadlines for fees, course drop dates, and tuition refunds.

If students experience a serious health or personal issue, they may be eligible for a [medical or compassionate withdrawal](#). The [Medical/Compassionate Withdrawal Request Form](#) outlines what is required.

The [Acceptable Technology Use](#) policy ensures the use of the college network and computers contribute to a safe learning environment. This policy also applies to the use of personal devices with the college network.

Students experiencing sexual violence can get support from the Office of Student Support. This Office of Student support is a safe and private place to discuss supports and options. More information is available on the [sexual violence support and education site](#). Students can email oss@camosun.ca or phone 250-370-3046 or 250-370-3841.

The [Student Misconduct Policy](#) outlines the college's expectations of conduct. Students should behave to contribute to a positive, supportive, and safe learning environment.

The [Ombudsperson](#) provides an impartial, independent service to help students understand college policies.

Services for students

Successful students seek help and access college services. These services are recommended to make the most of your time at college.

Services for Academic Success

- [Career Lab](#): Connects students with work-integrated learning experiences, including co-op placements and career fairs.
- [English, Math, and Science Help Centres](#): Get one-on-one help with homework.

- [Library](#): Get help with research, borrow materials, and access e-journals and e-books. Libraries at both campuses provide computers, individual and group study spaces.
- [Makerspace](#): A place to innovate, collaborate, and learn new skills and technology in a fun, dynamic, inclusive environment.
- [Writing Centre & Learning Skills](#): Get assistance with academic writing or meet with a learning skills specialist for help with time management, preparing for exams, and study skills.

Enrolment, Registration, and Records

- [Academic Advising](#): Talk to an academic advisor for help with program planning.
- [Financial Aid and Awards](#): Learn about student loans, bursaries, awards, and scholarships.
- [Registration](#): Get information about Camosun systems, including myCamosun, and college policies and procedures.
- [Student Records](#): Get verification of enrolment to access funding, request a transcript, or credential.

Wellness and Cultural Supports

- [Counselling](#): It's normal to feel overwhelmed or unsure of how to deal with life's challenges. The college's team of professional counsellors are available to support you to stay healthy. Counselling is free and available on both campuses. If you need urgent support after-hours, contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.
- [Centre for Indigenous Education and Community Connections](#): Provides cultural and academic supports for Indigenous students.
- [Camosun International](#): Provides cultural and academic supports for international students.
- [Fitness and Recreation](#): Free fitness centres are located at both campuses.

For a complete list of college services, see the [Student Services](#) page.

Changes to this syllabus

Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change the course content or schedule. When changes are necessary the instructor will give clear and timely notice.