

# CLASS SYLLABUS



COURSE TITLE: MLAB 151 – Laboratory & Phlebotomy Skills 2  
CLASS SECTION: BX02A-B  
TERM: S2021  
COURSE CREDITS: 3  
DELIVERY METHOD(S): Synchronous, Blended

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.  
Learn more about Camosun's [Territorial Acknowledgement](#).

The COVID-19 pandemic has presented many challenges, and Camosun College is committed to helping you safely complete your education. Following guidelines from the Provincial Health Officer, WorkSafe BC, and the B.C. Government to ensure the health and wellbeing of students and employees, Camosun College is providing you with every possible protection to keep you safe. Our measures include COVID Training for students and employees, health checks, infection control protocols including sanitization of spaces, PPE and ensuring physical distancing. For details on these precautions please follow this link: <http://camosun.ca/covid19/faq/covid-fags-students.html>. However, if you're at all uncomfortable being on campus, please share your concerns with your Instructor. If needed, alternatives will be discussed.

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*Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.*

## INSTRUCTOR DETAILS

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NAME: Paige Reicker  
EMAIL: [ReickerP@camosun.ca](mailto:ReickerP@camosun.ca)  
OFFICE:  
HOURS: Tuesdays 3:00pm - 4:30pm (virtual unless specified)

*As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.*

## CALENDAR DESCRIPTION

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In this course, students continue to develop mastery of basic phlebotomy and specimen collection skills by practicing these techniques on each other. Students enhance their critical thinking and decision-making skills by executing increasingly difficult simulated collection scenarios using their knowledge of human behaviour, professional communication, and patient management. Students demonstrate critical patient and client safety behaviours that indicate growing clinical and laboratory capabilities in a variety of collecting environments simulating outpatient, inpatient, and in-home community collections under the direct supervision of instructors with supporting online modules.

PREREQUISITE(S): AHLT 104; AHLT 112; MLAB 117; MLAB 121

CO-REQUISITE(S):

PRE/CO-REQUISITE(S): MLAB 147

## COURSE DELIVERY

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ACTIVITY	HOURS / WEEK	# OF WEEKS	ACTIVITY HOURS
Lecture			
Seminar			
Lab / Collaborative Learning	4	14	56
Supervised Field Practice			
Workplace Integrated Learning			
Online	1	14	14
	<b>TOTAL HOURS</b>		<b>70</b>

## COURSE LEARNING OUTCOMES

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Upon successful completion of this course, a student will be able to:

- a) demonstrate the ability to use correct procedures and techniques in obtaining specimens for analysis in a variety of environments on patients of varying capability and complexity.
- b) demonstrate the ability to discern, select, and perform the correct protocols and procedures for collecting, labelling, processing, transporting and storing specimens requested in community and hospital practice situations.
- c) demonstrate the correct quality management and troubleshooting behaviours in laboratory operations, daily use of, and maintenance for laboratory and clinic equipment used in specimen management.
- d) determine the appropriate procedures to be used in challenging situations by evaluating relevant variables and making appropriate decisions in patient or client case-based scenarios simulating complex practice situations.

## COURSE OBJECTIVES AND MAPPED PROFESSIONAL COMPETENCIES

(also known as “sub-outcomes” or “learning objectives”)

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1. Demonstrate an advanced ability of pre-analytical collection techniques in obtaining specimens for analysis in varied simulation environments.
2. Applies knowledge of specimen requirements, restrictions and collection procedures including labelling, packaging and transportation in case by case situations.
3. Utilize critical thinking to effectively create solutions and communicate within interdisciplinary scenarios.
4. Practice routine use, quality management and maintenance of laboratory equipment.
5. Practice principles of laboratory safety and infection control.

## REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

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### Textbooks Selected for Phlebotomy:

Warekois & Robinson. (2020) Phlebotomy: Work text and Procedure Manual 5th Ed.

## COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

WEEK or DATE RANGE	ACTIVITY or TOPIC	Associated Readings	Asynchronous Activities	Online Learning Activity
1	<ul style="list-style-type: none"> <li>Introduction to Laboratory and Phlebotomy Skills 2</li> <li>Course Syllabus Review</li> </ul>	Chapter 9	SMART Goal	SPECO
2/3	<ul style="list-style-type: none"> <li>Review Specimen Collection Techniques, Patient Identification, and Infection Control</li> <li>Winged Infusion Kits and Syringes</li> </ul>	Chapter 11	Quiz #1 Assignment #1	
4/5	<ul style="list-style-type: none"> <li>Winged Infusion Kits and Syringes continued</li> <li>Alternative collection sites and supine collections</li> </ul>		Quiz #2 Assignment #2	
6/7	<ul style="list-style-type: none"> <li><b>Skills Check #1 – Butterfly Arm</b></li> <li>Blood cultures</li> <li>Specimen Preparation</li> </ul>	Chapter 14 & Chapter 16	Quiz #3 Assignment #3	
8/9	<ul style="list-style-type: none"> <li><b>Skills Check #2 – Syringe Arm</b></li> <li>Pediatric, Prenatal, and BCCDC</li> </ul>	Chapter 12	Quiz #4 Assignment #4	
10/11	<ul style="list-style-type: none"> <li><b>Skills Check #3 – Butterfly Hand</b></li> <li>Unusual patient circumstances</li> <li>Line draws</li> </ul>		Quiz #5 Assignment #5	
12/13	<ul style="list-style-type: none"> <li><b>Skills Check #4 – Lay Down</b></li> <li>Autism</li> <li>Accessioning Situational Patients</li> </ul>		Assignment #6	
14	<ul style="list-style-type: none"> <li><b>Final Skills Check</b></li> </ul>			

## STUDENT EVALUATION

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DESCRIPTION	WEIGHTING
Skills Check #1	10
Skills Check #2	10
Skills Check #3	10
Skills Check #4	10
Quizzes	10
Assignments	30
Final Skills Check #5	20
If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the <a href="#">Grade Review and Appeals</a> policy for more information.	<b>TOTAL</b> 100%

## CLASS GUIDELINES & EXPECTATIONS

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MLAB 151 is an interactive course that uses a variety of teaching and learning modes: presentation of information by instructor, discussion, group process, self-reflective learning, self-directed study and audio-visual.

*Student Assessment Students must achieve a minimum of 65% and complete the typing requirement in order to pass this course and use it as a prerequisite.*

- Detailed information regarding assignments will be available on D2L.
- Skills checks have critical measurable values, if these values are not performed correctly or in the correct order this will result in a failure to meet requirements.
- Complete all assignments on time and submit on the designated due dates. In exceptional circumstances, students may request an extension; however that extension must be arranged with the instructor before the due date. Students who have not prearranged an extension will have 10% of the total possible mark deducted per day from late assignments.
- Incomplete assignments will not be accepted. All submissions must contain student name, C#, title and date.
- Unless otherwise stated, all assignments will be submitted via D2L
- In emergency circumstances, a student may arrange to take an assessment before or after the scheduled time 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.

(Camosun Academic Policy) <http://camosun.ca/learn/calendar/current/pdf/academic-policies.pdf>

## ATTENDANCE

- Students are expected to be on time; tardiness disrupts the class. When students are more than 5 minutes late (and/or the classroom door is shut), they cannot enter the classroom until the class break period.
- If you choose not to or are unable to attend lecture it is your responsibility to acquire all information given during a class missed, incl. notes, hand-outs, assignments, changed exam dates etc. Email the instructor as a courtesy.
- Attendance of labs are mandatory and missed sessions will result in lost marks. See the D2L for a full description of the lab assessments.
- Missed exams cannot be made up except in case of documented illness (doctor's note required). The instructor must be informed that the students will be missing the exam before the exam start time.

#### SCHOOL OR DEPARTMENTAL INFORMATION

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Health & Human Services Student Handbook: <http://camosun.ca/learn/school/health-human-services/student-info/index.html>

General Practicum Information: <http://camosun.ca/learn/school/health-human-services/student-info/practicum-info.html>

Allied Health & Technologies Department Handbooks:

- Certified Medical Laboratory Assistant: <http://camosun.ca/learn/school/health-human-services/student-info/program-info/cmla.html>
- Diagnostic Medical Sonography: <http://camosun.ca/learn/school/health-human-services/student-info/program-info/sono.html>
- Medical Radiography: <http://camosun.ca/learn/school/health-human-services/student-info/program-info/mrad.html>

Students enrolled in Allied Health & Technologies Programs must achieve a minimum of 65% or a "COM" in each of their courses in order to use their course as a pre-requisite and progress in their program.

Students enrolled in Allied Health & Technologies Programs must participate in learning activities that include intimate and direct personal contact with their classmates 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 diseases (like COVID-19). Risks associated with learning and performing the physical duties of a healthcare profession cannot be entirely eliminated by any amount of caution or protection. Students who refuse, or are 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.

## STUDENT RESPONSIBILITY

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Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

## SUPPORTS AND SERVICES FOR STUDENTS

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Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

Support Service	Website
Academic Advising	<a href="http://camosun.ca/advising">http://camosun.ca/advising</a>
Accessible Learning	<a href="http://camosun.ca/accessible-learning">http://camosun.ca/accessible-learning</a>
Counselling	<a href="http://camosun.ca/counselling">http://camosun.ca/counselling</a>
Career Services	<a href="http://camosun.ca/coop">http://camosun.ca/coop</a>
Financial Aid and Awards	<a href="http://camosun.ca/financialaid">http://camosun.ca/financialaid</a>
Help Centres (Math/English/Science)	<a href="http://camosun.ca/help-centres">http://camosun.ca/help-centres</a>
Indigenous Student Support	<a href="http://camosun.ca/indigenous">http://camosun.ca/indigenous</a>
International Student Support	<a href="http://camosun.ca/international/">http://camosun.ca/international/</a>
Learning Skills	<a href="http://camosun.ca/learningskills">http://camosun.ca/learningskills</a>
Library	<a href="http://camosun.ca/services/library/">http://camosun.ca/services/library/</a>
Office of Student Support	<a href="http://camosun.ca/oss">http://camosun.ca/oss</a>
Ombudsperson	<a href="http://camosun.ca/ombuds">http://camosun.ca/ombuds</a>
Registration	<a href="http://camosun.ca/registration">http://camosun.ca/registration</a>
Technology Support	<a href="http://camosun.ca/its">http://camosun.ca/its</a>
Writing Centre	<a href="http://camosun.ca/writing-centre">http://camosun.ca/writing-centre</a>

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

### Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started: <http://camosun.ca/services/accessible-learning/>

### Academic Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

### Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

### Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

### Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

### Grade Review and Appeals

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

### Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the "Attendance" section under "Registration Policies and Procedures" (<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

### Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit

<http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

### Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf> and [camosun.ca/sexual-violence](http://camosun.ca/sexual-violence). To contact the Office of Student Support: [oss@camosun.ca](mailto:oss@camosun.ca) or by phone: 250-370-3046 or 250-370-3841

### Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

**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 courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.