

Wisconsin Indianhead Technical College

FY21 (2020-21) Phlebotomy Program

The following is additional information about the WITC's Phlebotomy program.

This information supplements the program webpage and district catalog.

Degree: Technical Certificate

PHLEBOTOMY PROGRAM – 13-14 CREDITS

The Phlebotomy program is a one-semester program offered at WITC-Rice Lake and WITC-New Richmond. Students must complete 13-14 credits to graduate. The program combines lecture, laboratory, and externship in a clinical setting. Travel is required to clinical sites; students must provide their own transportation. Clinical locations are to be determined.

PROGRAM CONTACT

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PROGRAM LOCATIONS/CORE COURSES BEGIN

Rice Lake–Fall Semester

New Richmond–Spring Semester

ACADEMIC ADMISSION REQUIREMENTS

The Phlebotomy program does not require admission testing.

PHLEBOTOMY COURSEWORK & STANDARDS

Phlebotomy courses are developed so that they must be taken in order. Completion of “CPR for Healthcare Providers” training is a prerequisite to the 10-513-112 Phlebotomy Clinical. Students **must** earn a grade of 2.0 or higher in all required courses. This policy includes coursework taken at other colleges. Students must also successfully pass all required course competencies. For specific program course requirements, see individual course syllabi. Program courses may only be repeated once. If a course needs to be repeated, please contact your advisor before registering. This policy also applies to coursework taken at other colleges.

CLASS COMMITMENT

The average amount of time spent in the classroom for a student is approximately 10 hours per week. In addition to scheduled class time, it is expected that students spend at least two to three hours studying for each hour of classroom lecture they attend.

TRANSFER CREDIT

Official college transcripts are required for any college coursework that has been completed. Official college transcripts must be sealed and sent from the sending institution.

COMPUTER NEEDS

Since all Phlebotomy courses include a web-based component, students are required to have computer and internet access.

Wisconsin Indianhead Technical College does not discriminate on the basis of race, color, religion, sex, national origin, age, disability or status in any group protected by state or local law in employment, admissions or its programs or activities. The following person has been designated to handle inquiries regarding the College's nondiscrimination policies: Amanda Gohde, Director, Human Resources, Administrative Office, 505 Pine Ridge Drive, Shell Lake WI 54871, 715-468-2815 ext. 2240, Wisconsin Relay TTY:711, amanda.gohde@witc.edu.

BACKGROUND CHECK AND CONVICTION RECORD

Students in the Phlebotomy program will attend clinical sessions that are regulated by state and federal government. The laws state that these clinical agencies may not hire anyone with a history of conviction of certain crimes. WITC must contract with these agencies to provide your clinical experiences while in the program. In order to do so, the agencies expect WITC to adhere to the same guidelines - in other words, they view students as temporary employees.

At the mandatory program orientation, you will be asked about your conviction history and a conviction record will be obtained from the Department of Justice and Wisconsin [Department of Health Services](#). A check through the Department of Justice and Wisconsin [Department of Health Services](#) will be run, along with a national criminal background check, and, if applicable, the Minnesota [Department of Human Services](#). Having a conviction history will not necessarily stop you from entering the program. We will need to discuss the charges with you and will make every attempt to confidentially resolve the concern with the clinical agencies utilized for the clinical courses. Ultimately the clinical agencies reserve the right to determine what is an acceptable background check. The clinical agencies may deny access to their setting based on a negative background check. If this occurs, you would not be able to complete the Phlebotomy program requirements. The costs of background checks are the responsibility of the student.

GRADUATE SALARY EXPECTATIONS

Data not available.

(REV 12/14/2020)

FY21 (2020-21)
Checklist for Phlebotomy Admission

**** All criteria in Phase 1 must be met before moving to Phase 2 ****

Phase 1: Application for Phlebotomy Program

- _____ WITC **application** including the nonrefundable \$30 application fee (fee waiver may apply if previously submitted)
- _____ Review and sign Background Check **Disclosure**
- _____ Review and sign the Functional Ability **Disclosure**

Phase 2: Entry to Phlebotomy Program

Will be collected by Phlebotomy instructor:

- _____ Submit Background Check fee
- _____ Have an acceptable Wisconsin Caregiver Background Check, National Criminal Background Check, Minnesota Caregiver Background Check (if applicable), and other states, if applicable
- _____ Pass a physical exam, have current immunizations, and demonstrate negative status for Tuberculosis (Tb)
- _____ Possess current certification of "CPR for Healthcare Providers" or equivalent
- _____ Review and sign Nursing & Allied Health Division Confidentiality Statement
- _____ Attend a mandatory Phlebotomy program orientation

(REV 12/14/2020)