

MDCA 1352
Medical Assisting Laboratory Procedures
Western Texas College

I. Basic Course Information

- A. Course Description: Application of governmental health care guidelines. Includes specimen collection and handling, quality assurance and quality control in performance of Clinical Laboratory Improvement Amendments (CLIA)-waived laboratory testing.
- B. Prerequisites: None

II. Student Learning Outcomes

- A. Demonstrate venipuncture and skin puncture technique; demonstrate compliance with Universal Standards and Precautions based on OSHA guidelines; perform CLIA- waived laboratory tests; label and handle all biologic specimens; use equipment including calibration, maintenance and troubleshooting; demonstrate quality assurance and quality control procedures.

III. Online Testing Requirements

- A. The midterm and final exam must be proctored by an approved testing organization. (Ask your instructor for more details.)
- B. Students are not allowed to use their book or notes of any kind while taking their proctored tests and exams.

IV. Major Course Requirements: The grade for this course will be determined as follows:

- A. Exams: 30%
- B. Quizzes: 20%
- C. Skills Check Off Test 30%
- D. Assignments 15%
- E. Discussion 5 %

F. Grading scale:

- A= (90-100%)
- B= (80-89%)
- C= (70-79%)
- D= (60-69%)

- G. Students must earn a grade "C" or higher to successfully complete this course.
- H. Students must attain a "C" or higher to remain in the program.

V. Information on Books and Other Course Materials

- A. Title: Phlebotomy Essentials
- B. Author: McCall
- C. Edition: 7th
- D. Publisher: Jones & Bartlett
- E. ISBN-13: 978-1284209945

Workbook Required:

- A. Title: Phlebotomy Essentials Student Workbook
- B. Author: McCall
- C. Edition: 7th
- D. Publisher: Jones & Bartlett
- E. ISBN-13: 978-1496399878

VI. Other Policies, Procedures and important dates: Please refer to the WTC Course Catalog for the following:

- A. Campus Calendar
- B. Final exam schedule
- C. How to drop a class
- D. Withdrawal information
- E. Student Conduct/Academic Integrity
- F. Class Attendance
- G. Students with disabilities

VII. Course Sequence & Content

Week	Topic
Week 1	<p>Course Overview Chapter 1: Phlebotomy: Past and Present and the HealthCare Setting</p> <p>Assignment: wkbk Pg. 2-5,10-11,18-19</p> <p>Discussion 1- wkbk Pg. 20 Case Study 1-2: Nonverbal Cues Speak Loudly</p>
Week 2	<p>Chapter 2: Quality Assurance and Legal Issues in Healthcare</p> <p>Assignment: wkbk Pg 25-26, 29, 33, 36-37</p> <p>Discussion 2- wkbk Pg. 38 Case Study 2-2: Blood</p>

	Draw fails Delta Check
Week 3	<p>Chapter 3: Infection Control, Safety, First Aid, and Personal Wellness</p> <p>Quiz 1 Chapter 1-2</p> <p>Assignment: wkbk Pg. 40-43, 45-47, 52-53</p> <p>Discussion 3- wkbk Pg. 59 Case Study 3-3: Traveling Germs</p>
Week 4	<p>Chapter 4: Medical Terminology</p> <p>Chapter 5: Human Anatomy and Physiology Review</p> <p>Assignment: wkbk Pg, 64-65, 70, 100,</p> <p>Discussion 4 wkbk Pg 104 Case Study 5-3: Outpatient in Wheelchair</p>
Week 5	<p>Chapter 6: The Circulatory System</p> <p>Assignment: 108,113-116,118,122</p> <p>Quiz 2 Chapters 3-5</p> <p>Discussion 5- wkbk Pg. 127 Case Study 6-3: Circulatory System Disorders, Diagnostic Tests, and Vein Selection</p>
Week 6	<p>Chapter 7: Blood Collection Equipment, Additives, and Order of Draw</p> <p>Assignment: 130-134, 139</p> <p>Discussion 6- wkbk Pg 145 Case Study 7-3 A Difficult Draw</p>
Week 7	<p>Chapter 8: Venipuncture Procedures</p> <p>Assignment: wkbk Pg.148-151,160</p> <p>Chapter 9: Preexamination / Preanalytical Consideration</p> <p>Assignment: wkbk Pg. 176-181,186</p> <p>Discussion 7- wkbk Pg. 173 Case Study 8-1: Patient ID and Specimen Labeling</p> <p>Skills Check-Off Test Blood Collection/ Additives / Order of Draw</p>
Week 8	Midterm to cover Chapter 1-9

Week 9	<p>Chapter 10: Capillary Puncture Equipment, Principles and Procedures Assignment: wkbk Pg. 196-199, 204, Chapter 11: Special Collections and Point-of-Care Testing Assignment: wkbk Pg. 218-226, 231-232, Quiz 3 Chapters 8-9 Discussion 8- wkbk Pg 239 Case Study 11-1: Prothrombin Test Collection</p>
Week 10	Spring Break
Week 11	<p>Chapter 12: Computers and Specimen Handling and Processing Assignment: wkbk Pg. 242-244, 245, 252, Discussion 9- wkbk Pg. 257 Case Study 12-1: Specimen Handling and Collection Verification Skills Check-Off Test Venipuncture</p>
Week 12	<p>Chapter 13: Urine and Other Nonblood Specimens and Tests Assignment: 260-266, 276, skills drill 13.4 Quiz 4 Chapters 10-12 Discussion 10- wkbk Pg. 282 Case Study 13-2: Urine C&S Specimen Collection Skills Check-Off Test Special Collections / Point-of-Care Tests</p>
Week 13	<p>Chapter 14: Arterial Puncture Procedures Assignment: 284-286, Discussion 11- wkbk Pg. 299 Case Study 14-2: ABG Hazards and Complications Skills Check-Off Test Urine and Other Nonblood Specimens Tests</p>
Week 14	<p>Discussion 12 Quiz 5 Chapters 13-14 Skills Check-Off Test Retesting</p>
Week 15	<p>Course Review Skills Check-Off Retesting</p>
Week 16	Final Exam

Disclaimer: Sequence & Content is subject to change at the instructor's discretion.