

ARIZONA WESTERN COLLEGE
SYLLABUS

AHE 160 PHLEBOTOMY FOR MEDICAL ASSISTANTS

Credit Hours: 3 Lec: 1.5 Lab: 1 Clinical: 3

PREREQUISITE: MDA 121

COREQUISITE: MDA 240

COURSE DESCRIPTION

Students will gain skill development in the performance of a variety of blood collection methods using proper venipuncture techniques and standard precautions. Includes vacuum collection devices, syringes, capillary skin puncture, butterfly needles and blood culture, and specimen collection on adults.

1. COURSE GOAL

This course is designed for current medical assistant students to learn proper venipuncture techniques, standard safety precautions, biohazard waste procedures, specimen processing, and proper documentation.

2. OUTCOMES

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

- 2.1 Demonstrate infection control and safety practices.
- 2.2 Describe quality assurance as it relates to specimen collection.
- 2.3 Explain the role of specimen collection in the overall patient care system.
- 2.4 Identify collection equipment, various types of additives used, standard precautions, substances that can interfere in clinical and substances that can interfere in clinical analysis of blood constituents.
- 2.5 Utilize HIPAA laws when dealing with patients and their Protected Health Information
- 2.6 Explain requisitioning, transport and processing.
- 2.7 Interact with patients with empathy, direct communication, and confidence.
- 2.8 Demonstrate venipuncture and capillary puncture techniques on all age groups and verbalize techniques for children and infants.

3. METHODS OF INSTRUCTION

- 3.1 Lecture/Group Discussions
- 3.2 Multi-media Presentations
- 3.3 Assignments/Quizzes/Exams
- 3.4 Reading Assignments
- 3.5 Hands-On Demonstrations/Techniques

4. LEARNING ACTIVITIES

- 4.1 Group Discussions

- 4.2 Oral Presentations
 - 4.3 Classroom Demonstrations
 - 4.4 Hands-on Demonstrations/Techniques
 - 4.5 Collaborative Projects
5. EVALUATION
- 5.1 Quizzes/Exams
 - 5.2 Assignments
 - 5.3 Participation/Clinical Competency
6. STUDENT RESPONSIBILITIES
- 6.1 Under AWC Policy, students are expected to attend every session of class in which they are enrolled.
 - 6.2 Classroom Assignments: Students are responsible for work missed and for completing all work before the next class meeting. Students are responsible for participating in all oral drills and for taking all exams.
 - 6.3 If a student is unable to attend the course or must drop the course for any reason, it will be the responsibility of the student to withdraw from the course. Students who are not attending as of the 45th day of the course may be withdrawn by the instructor. If the student does not withdraw from the course and fails to complete the requirements of the course, the student will receive a failing grade.
 - 6.4 Americans with Disabilities Act Accommodations: Arizona Western College provides academic accommodations to students with disabilities through AccessABILITY Resource Services (ARS). ARS provides reasonable and appropriate accommodations to students who have documented disabilities. It is the responsibility of the student to make the ARS Coordinator aware of the need for accommodations in the classroom prior to the beginning of the semester. Students should follow up with their instructors once the semester begins. To make an appointment call the ARS front desk at (928) 344-7674 or ARS Coordinator at (928) 344-7629, in the College Community Center (3C) building, next to Advising.
 - 6.5 Academic Integrity: Any student participating in acts of academic dishonesty including, but not limited to, copying the work of other students, using unauthorized “crib notes”, plagiarism, stealing tests, or forging an instructor’s signature—will be subject to the procedures and consequences outlined in AWC’s Student Code of Conduct.
 - 6.6 Textbooks and materials: Students are required to bring notebook or loose-leaf book, pens, pencils, dictionaries, and purchase textbook required for class.
 - 6.7 Arizona Western College students are expected to attend every class session in which they are enrolled. To comply with Federal Financial Aid regulations (34 CFR 668.21), Arizona Western College (AWC) has established an Attendance Verification process for “No Show” reporting during the first 10 days of each semester.
Students who have enrolled but have never attended class may be issued a “No Show” (NS) grade by the professor or instructor and receive a final grade of “NS” on their official academic record. An NS grade may result in a student losing their federal financial aid.
For online classes, *student attendance in an online class is defined as the following* (FSA Handbook, 2012, 5-90):
 - Submitting an academic assignment

- Taking an exam, an interactive tutorial or computer-assisted instruction
- Attending a study group that is assigned by the school
- Participating in an online discussion about academic matters
- Initiating contact with a faculty member to ask a question about the academic subject studied in the course