

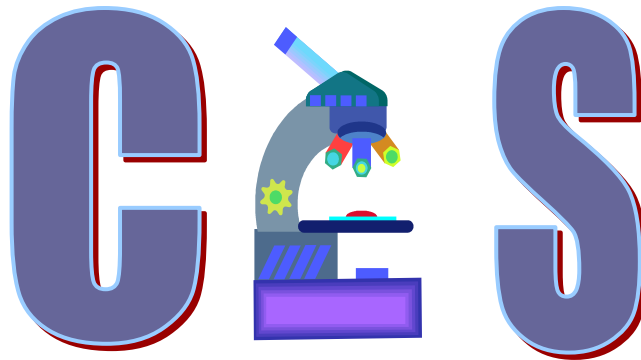


CLINICAL LABORATORY SCIENCE

STUDENT HANDBOOK

2010 - 2011

CLINICAL LABORATORY SCIENCE





PLANTING A GARDEN OF PRIDE

First, plant five rows of peas...
Preparation, Patience, Presence,
Promptness, and Perseverance

Then, plant three rows of squash...
Squash gossip, Squash interference,
Squash indifference, Squash unjust
criticism.

Add five rows of lettuces...
Let us be faithful to duty, Let us be
unselfish and loyal, Let us be true to
our obligations, Let us obey rules and
regulations, and let us be kind to one
another.

And since no garden is complete
without them, finally plant turnips...
Turn up with a winning attitude, Turn up
with a smile, Turn up with new ideas,
Turn up with determination to make
everything count for something.

Table of Contents

Welcome.....	3
Faculty & Staff Directory	3
CLS Mission Statement	4
CLS Program Goals.....	4
Faculty Commitment	5
Student Responsibilities	5
Graduate Goals & Objectives	6
Community Advisory Council.....	7
Standards of Performance.....	10
Immunization Records	10
Student Criminal Background Checks.....	10
Student Illness & Absences.....	10
Student Leave.....	10
Academic Standards.....	10
Professional Standards	11
Academic & Non-Academic Concerns	12
Essential Requirements	12
Student Resources.....	14
Academic & Personal Counseling.....	14
Library.....	14
Program Evaluation.....	14
CLS Laboratory Safety Rules.....	15
Off-Campus Policies.....	16
Professional Attire.....	16
Transportation & Living Accommodations.....	16
Student Employment	16
Patient/Client/Site Confidentiality.....	16
Professional Liability Insurance	17
Scheduling & Holidays	17
Trainee Registration	17
Student Accident Or Event.....	18
Professional Organizations	19
<u>National</u>	
ASCLS	19
ASCP.....	19
<u>Discipline-Specific</u>	
AABB, AACC, ASH, ASM, AAI, AMSA, NEHA, AAFS, AMA, ADA, AVA, SHEA.....	19
<u>Florida Professional Organizations</u>	
PALM, FSCLS, FSMT, FCPLO	20
Certification and Licensure.....	21
American Society for Clinical Laboratory Science Code of Ethics.....	23
Student Information Form	24
Immunization Record Form.....	25
Program Offerings	26
B.S. Clinical Laboratory Science.....	26
Post-Baccalaureate Clinical Laboratory Technology Certificate	26
Common Prerequisites	27
Required Courses	28



This handbook is intended to serve you as a complete and concise information source about Florida Gulf Coast University's Clinical Laboratory Science Program. Please take time to read it. If there are any concerns or questions, do not hesitate to contact the FGCU faculty. Our goal is to provide you with the best possible education. We will work toward that goal during your educational experience with us. You have been identified and selected to participate in our program because we believe you have the aptitude, commitment, and the desire to become a professional. Congratulations! And best wishes for continued success.

FACULTY AND STAFF DIRECTORY

	ROOM #	TELEPHONE	E-Mail Address
Julie Hammerling, M.S.H., M.S. Program Director	Griffin 155	590-7453	jhammerl@fgcu.edu
Joan Glacken, Ed.D. Chair and Associate Professor	Griffin 140	590-7498	jglacken@fgcu.edu
David Brown, Ph.D. Associate Professor	A7 - 436	590-7483	davidb@fgcu.edu
Paul Eastvold, M.D. Adjunct & Advisory Council Chair	Off Campus	801-828-0847	peastvol@fgcu.edu
Jayne Larkin, M.S. Adjunct	Off Campus	436-5103	jlarkin@fgcu.edu
Pamela St. Laurent, M.S. Clinical Lab Science Instructor/Clinical Coordinator	Kleist Health Ed Ctr - 118	590-7458	pstlaure@fgcu.edu



CLS PROGRAM MISSION STATEMENT

The Bachelor of Science in Clinical Laboratory Science program mission is to provide an exemplary education for students to enter the profession of clinical laboratory science or advance existing careers in various laboratory and medical science settings.

CLS PROGRAM GOALS

The CLS Program will achieve the following goals to meet current and future needs:

- 1.** College and university approval of a curriculum for the Clinical Laboratory Science Program in keeping with the mission and goals of the Program, the Division of Health Sciences, the College of Health Professions and the University.
 - 2.** Continuous review of the courses within the curriculum for the CLS Program.
 - 3.** Successful continuing accreditation of the CLS Program by NAACLS.
 - 4.** Maintenance of the State of Florida Department of Health, Board of Clinical Laboratory Personnel program approval for the CLS Program.
 - 5.** Recruitment of an academically strong and diverse pool of students.
 - 6.** Provision of continuing education programs for laboratory professionals in the Southwest Florida region.
 - 7.** Continued development of interdisciplinary courses across colleges and disciplines.
 - 8.** Continued development of distance learning course components to augment the curriculum and the program.
 - 9.** Delivery of a successful program to CLS students.
 - 10.** Participation of faculty and students in community outreach activities.
 - 11.** Continuous assessment of the program to continually meet the changing needs of the Southwest Florida laboratory community.
 - 12.** Membership in international, national, state and local professional organizations and attendance at conferences.
-

FACULTY COMMITMENT

In accordance with the mission of the Clinical Laboratory Science Program, the faculty has a responsibility to:

- Demonstrate exemplary qualities of professionalism, leadership, integrity and compassion through which each student can understand the service, dedication, and continual learning in a chosen field.
- Provide a curriculum with clinical/field experience by professional and qualified educators under which the abilities of critical thinking can develop and mature.
- Involve students in community-partnered affiliates for professional and progressive experience.
- Ensure that all students are selected and educated in an atmosphere of fairness and equality.
- Encourage student and faculty involvement in professional organizations.
- Foster continuing education as a source of lifelong learning.
- Promote active participation of faculty and students in community-based service.
- Foster active participation of faculty and students in collaborative, interdisciplinary, scholarly and research activities.
- Provide an educational experience for the student who, upon graduation, will be professionally competent and academically competitive in professional and graduate school opportunities.

STUDENT RESPONSIBILITIES

As a student in the Clinical Laboratory Science Program you are responsible for complying with the policies and procedures of the University, College of Health Professions, Division of Health Sciences, and Clinical Laboratory Science Program. The information provided to you in this guidebook is designed to supplement the FGCU Student Guidebook and other University policies and procedures.

GRADUATE GOALS AND OBJECTIVES

As a reflection of the Clinical Laboratory Science faculty and clinical educators' leadership and exemplary curriculum, program graduates will be able to demonstrate the following expected core learning outcomes.

Content/Discipline Knowledge and Skills

Graduates will be able to:

1. Collect, process, and analyze biological specimens from patients, such as body fluids, cells, and other substances, according to established clinical laboratory protocol.
2. Practice safety procedures in the clinical laboratory environment.
3. Practice high standards of ethical behavior in interactions with patients, clients, and other health care professionals.
4. Using the principles of research and inquiry, investigate clinical laboratory science problems, offer plausible solutions, and discuss findings.
5. Demonstrate effective and appropriate communication skills in the clinical laboratory science field.

Communication Skills

Graduates will be able to:

1. Employ the conventions of standard written English.
2. Select a topic, and develop it for a specific audience and purpose, with respect for diverse perspectives.
3. Select, organize, and relate ideas and information with coherence, clarity, and unity.
4. Demonstrate effective and appropriate communication skills in a health science field.

Critical Thinking Skills

Graduates will be able to:

1. Select and organize information.
 2. Identify assumptions and underlying relationships.
 3. Synthesize information, and draw reasoned inferences.
 4. Formulate an appropriate problem solving strategy.
 5. Evaluate the feasibility of the strategy.
 6. Assess needs, develop priorities, and implement solutions to problems using discipline specific and interdisciplinary approaches in health sciences.
-

FLORIDA GULF COAST UNIVERSITY
College of Health Professions
Division of Health Sciences
Clinical Laboratory Science

COMMUNITY ADVISORY COUNCIL

NAME	ADDRESS	POSITION
Debra Ames-Curtis	Peace River Regional Medical Center 2500 Harbour Blvd. Port Charlotte, FL 33952	Laboratory Coordinator
Carla Batton-Renfro	Neogenomics Laboratories 12701 Commonwealth Dr. Ste. 9 Ft. Myers, FL 33913	Lead Technologist
Marian Cavagnaro	Memorial Hospital West 703 N. Flamingo Road Pembroke Pines, FL 33028	Laboratory Director
Armando Delgado	Venice Regional Medical Center 540 The Rialto Venice, FL 34285	Laboratory Director
David Doll	Fawcett Memorial Hospital 21298 Olean Blvd. Port Charlotte, FL 33949	Laboratory Director
Marta Domenech	Memorial Hospital Miramar 1901 S.W. 172 nd Ave. Miramar, FL 33029	Laboratory Director
Paul Eastvold, M.D.	American Red Cross Lewis and Clark Region 6616 South 900 East Salt Lake City, Utah 84121	Chief Medical Officer
Gail Edelen	SW Florida Regional Medical Center 2727 Winkler Ave. Ft. Myers, FL 33901	Laboratory Manager
Bill Ford	Physician's Regional Medical Center 8300 Colier Blvd. Naples, FL 34114	Laboratory Director
Lynn Gott	Lee Memorial Health System Cape Coral Hospital 636 Del Prado Blvd. Cape Coral, FL 33990	Laboratory Director

COMMUNITY ADVISORY COUNCIL CONTINUED**NAME****NAME****NAME**

Joanna Harrington

Lehigh Regional Medical Center
1500 Lee Blvd.
Lehigh Acres, FL 33936

Laboratory Director

Karli King

LabCorp(DSI)
12700 Westlinks Dr.
Ft. Myers, FL 33913

Laboratory Manager

Jayne Larkin

Naples Community Hospital
350 7th St.
North Naples, FL 34102Medical Technologist
Hematology/Hemostasis Adjunct

Susan Lawless

Lee Memorial Health System

Systems Laboratory Director

Kevin MacNevin

Sarasota Memorial Healthcare System
Sarasota, FL

Analytical Manager, Laboratory Services

Margaret Marchette

Anchor Health Centers,
800 Goodlette Rd, N. # 250
Naples, FL 34102

Laboratory Services Director

Janice Marks

Lee Memorial Health System
HealthPark Medical Center
9981 S. HealthPark Dr.
Ft. Myers, FL 33908

Laboratory Director

Suellen Maxwell

Retired

Mark Neuman

LabCorp(DSI)
12700 Westlinks Dr.
Ft. Myers, FL 33913

Laboratory Operations Manager

Helen Ogden-Grable

Retired

Karin Petersin-Belter

Memorial Hospital Pembroke
7800 Sheridan St.
Pembroke Pines, FL 33024

Laboratory Director

Gloria Quinn

Peace River Regional Medical Center
2500 Harbour Blvd.
Port Charlotte, FL 33952

Laboratory Director

Patricia Ristuccia

Doctors Hospital of Sarasota
Sarasota, FL

Director of Laboratory Services

Sallie Wright

Memorial Regional Hospital
3501 Johnson St.
Hollywood, FL 33021

Laboratory Director

NAME	COMMUNITY ADVISORY COUNCIL CONTINUED	POSITION
	ADDRESS	
Brenda Van Der Heyden	retired	Member of Board - FLBCLP
Joan Glacken, Ed.D	FGCU CHP Associate Dean	Associate Professor & Division Chair
Julie Hammerling, MS	FGCU CLS Program Director	Immunology/Body Fluids Instructor
Pam St. Laurent, MS	FGCU CLS Program Faculty	Clinical Coordinator/Microbiology Instructor
David Brown, Ph. D.	FGCU CAS Assistant Professor	Molecular Diagnostics Professor

STANDARDS OF PERFORMANCE

Student Immunization Record

As a matter of personal safety, all admitted students must initiate or demonstrate completion of the following immunizations and provide documentation prior to enrollment in the first laboratory course:

- Up-to-date State University System immunization requirements
- Varicella titer test or immunization
- Tetanus booster
- TB (tuberculosis) test within one year of application and yearly thereafter. (A positive test result must be followed with a chest x-ray and verification of inactive status.)
- Evidence of Hepatitis B vaccine series completed or initiated, positive titer, or a student signed waiver.

This information may be documented on the Immunization Record Form provided in the Appendix of this document or other documentation from your health care provider. All immunizations are available at cost from the Florida Gulf Coast University Student Health Services.

Student Criminal Background Checks

Clinical sites training students may require a criminal background check before acceptance into the facility. If the student does not pass the check, he/she may be unable to finish his/her course of study and will be dismissed from the program.

Student Illness and Absences

An expectation of professional education is that students attend all classroom and off-campus experiences. Responsibility and accountability for meeting course obligations is a fundamental component of professional learning experience. Students are responsible for adhering to the policies set forth by the course instructors regarding illnesses and absences. With regard to *off-campus experiences*, these policies include:

- In cases of illness, accident, or personal emergencies students must contact, as soon as possible, the primary instructors at the off-campus facility **and** the Program Director at FGCU.
- Students remain responsible for the completion of all off-campus objectives. Any absence (above the 5 allowed personal/sick days for the year), requires the makeup of lost time. This time will be scheduled at the convenience of the facility, and may most likely be added to the end of a student's full rotation schedule, which may also postpone the student's final graduation date.
- If a student has any unexcused absences, the student will be removed from that course which will result in a failure and possible dismissal from the program.

Student Leave

Exceptional circumstances, such as an extended illness or a death in the family, would be a reason for a student to request a leave of absence. Such requests will be considered and evaluated by the Program Director on a case by case basis. An "I" [incomplete] grade may be assigned for affected courses.

Academic Standards

Satisfactory academic progression toward the **Bachelor of Science degree** or the **Certificate in Clinical Laboratory Science** requires a student to meet these academic standards:

- A minimum cumulative grade point average of 2.0 [0-4.0 scale].
- A grade of C or better in each course within the program major, including College of Health Professions interdisciplinary core courses, and in prerequisites to program courses, in order to progress and continue the sequence of courses. A grade of less than C in two courses is cause for dismissal from the Clinical Laboratory Science Program.
- Required Clinical Laboratory Science courses may be repeated only once.
- Adherence to Florida Gulf Coast University's policy on Academic Standards of Behavior as outlined in FGCU's current catalog.

Academic Warning:

Students in the Division of Health Sciences, Clinical Lab Science Program, will be placed on Academic Warning as a result of unsatisfactory academic performance by earning a grade of less than C in any course. Students on Academic Warning must accept whatever additional requirements are stipulated by the Division of Health Sciences. Examples include, but are not limited to, specified credit hour limitations, specific GPAs, and restriction on choice of courses. Academic advising is mandatory prior to registration.

Academic Dismissal:

Students will be dismissed from the Clinical Lab Science program because of unsatisfactory academic performance for the following reasons:

- Earns less than a C in 2 courses;
- Earns less than a C twice in the same course; or
- Earns less than a C after utilizing the grade forgiveness option twice.

Students dismissed from the Clinical Lab Science program and/or FGCU will not be allowed take Clinical Lab Science courses as non-degree seeking students. Any course(s) taken elsewhere while dismissed from the Division of Health Sciences will not count towards the degree.

Reinstatement:

Students dismissed because of unsatisfactory academic performance are ineligible to reapply for admission into any program in the Division of Health Sciences for one year. **READMISSION IS NOT GUARANTEED.** Students reinstated in the Division of Health Sciences after Academic Dismissal will be placed on Academic Probation for at least 2 semesters.

As a condition of reinstatement, students on Academic Probation must accept whatever additional requirements are stipulated by the Division of Health Sciences. Examples include, but are not limited to, full- or part-time status, specified credit hour limitations, specific GPAs, and restriction on choice of courses. Academic advising is mandatory prior to registration for the remainder of the program. Not meeting these conditions may result in the student's being permanently dismissed from the Division of Health Sciences.

Students will be academically dismissed if they fail to earn at least a 2.00 semester GPA each semester or have any grades of less than C in any program courses. A student academically dismissed a second time is permanently dismissed from the Division of Health Sciences.

Professional Standards

Satisfactory progression in the Clinical Laboratory Science program requires a student to meet the following professional standards:

- Appropriate behavior in the classroom and off-campus experiences in accordance with the applicable Professional Code of Ethics

- Appropriate behavior as outlined in the University's Code of Conduct in the FGCU Student Guidebook
- The Division of Health Sciences maintains a zero tolerance policy for academic dishonesty. Any student found in violation of academic honesty will earn a grade of "F" in the course. Division of Health Science students who receive a grade of "F" for academic dishonesty in any course will be permanently dismissed from the program.

A student behavior that interferes with the educational process or jeopardizes the welfare of classmates, faculty, staff, University guests, or patients is inappropriate. Such behavior or performance may be the basis for dismissal from the FGCU CLS program.

Student Academic and Non-Academic Concerns

The Clinical Laboratory Science Program encourages the informal resolution of grievances directly between the student and the respondent at the department level as stated in the University Student Grievance Procedure. Steps for informal grievance resolution within the Division of Health Sciences include the following:

- The student and respondent attempt to informally resolve the grievance.
- Within the Division of Health Sciences, the next step is arbitration by the CLS Program Director.
- If this arbitration is unsuccessful, any of the individuals directly involved may submit, in writing, a request for review of the concerns to the Chair of Health Sciences. The Chair convenes the College of Health Professions Appeals Committee and forwards the request to the committee for review and recommendations.
- The student presents documentation relevant to the appeal to the Appeals Committee.
- Following committee review, the committee forwards its recommendations and decisions to the Chair. The Chair reviews the recommendations and sends a letter to the individuals directly involved regarding the rationale of the decision and the actions to be taken.
- If the student is not satisfied with the outcome of the review, the student can appeal to the Office of the Dean of the College of Health Professions.
- If these attempts do not succeed in the resolution of the concern, the student may present the grievance to the Provost and Vice President for Academic Affairs according to University policy.

Essential Requirements

Satisfactory progression in the Clinical Laboratory Science Program requires a student to meet the following essential requirements:

- Move freely and safely about a laboratory.
- Reach laboratory benchtops and shelves, patients lying in hospital beds or patients seated in specimen collection furniture
- Travel to numerous clinical laboratory sites for practical experience
- Perform moderately taxing continuous physical work, often requiring prolonged sitting, over several hours
- Maneuver phlebotomy and culture acquisition equipment to safely collect valid laboratory specimens from patients
- Control laboratory equipment (i.e. pipettes, inoculating loops, test tubes) and adjust instruments to perform laboratory procedures
- Use an electronic keyboard to operate laboratory instruments and to calculate, record, evaluate and transmit laboratory information
- Read and comprehend technical and professional materials

- Follow verbal and written instructions in order to correctly and independently perform laboratory test procedures
 - Clearly instruct patients prior to specimen collection
 - Effectively, confidentially, and sensitively converse with patients regarding laboratory tests
 - Communicate with faculty members, fellow students, staff, and other health care professionals verbally and in a recorded format
 - Independently prepare, papers, prepare laboratory reports, and take paper, computer, and laboratory practical examinations
 - Possess these intellectual skills; comprehension, measurement, mathematical calculation, reasoning, integration, analysis, comparison, self-expression, and criticism
 - Be able to manage the use of time and be able to systematize actions in order to complete professional and technical tasks within realistic constraints
 - Possess the emotional health necessary to effectively employ intellect and exercise appropriate judgment
 - Be able to provide professional and technical services while experiencing the stresses of task-related uncertainty, emergent demands, and a distracting environment
 - Be flexible and creative and adapt to professional and technical change
 - Recognize potentially hazardous materials, equipment, and situations and proceed safely in order to minimize risk of injury to patients, self, and nearby individuals
 - Adapt to working with unpleasant biologicals
 - Support and promote the activities of fellow students and of health care professionals
 - Be honest, compassionate, ethical and responsible.
-

STUDENT RESOURCES

Academic and Personal Counseling

CLS faculty is available to assist students in understanding and observing program policies and practices, for career advising, and for counseling or referral for personal problems interfering with student progression. The University also provides counseling through Student Services.

Library

The University Library is available to all registered students. Many additional references are available in the College of Health Professions and the clinical affiliate sites.

Program Evaluation

Program evaluation is an important aspect of overall improvement for the CLS program. Your concerns and ideas are reviewed so that we may continue to meet the needs of future students. The overall plan for program evaluation includes the following components:

- Practica and Off-Campus experience evaluations
 - FGCU faculty/course evaluations
 - Overall program evaluation
 - Post-graduate program evaluation
-

CLS LABORATORY SAFETY RULES

The Clinical Laboratory Science Program firmly believes in and actively practices these precautions for the prevention of transmission of Human Immunodeficiency Virus, Hepatitis B virus, and other bloodborne pathogens in health care settings as recommended by the U.S. Centers for Disease Control. As a student in the CLS program, you are responsible for following these guidelines and protecting yourself from potential infection during all campus laboratory classes and off-campus facilities.

- Wear personal protective clothing and closed footwear in the laboratory. Long hair should be pulled away from the face.
- No food or drink is allowed in the laboratory.
- Wear vinyl or latex gloves when processing or handling specimens. Dispose of, rather than disinfect, gloves after use.
- Avoid contaminating the outside of containers during specimen collection. The lids should be tight. (Enclose specimen in a second container, such as a sealed bag when transferring to a reference laboratory.)
- No mouth pipetting.
- Use precautions when handling needles. No bending, breaking, recapping, or removing needles from disposable syringes. Place in puncture-resistant containers.
- Use facial masks and eye wear if splashing or aerosolization is anticipated. A blood tube in a centrifuge can create this situation.
- Use biological safety cabinets for blending, sonicating, and vigorous mixing.
- Decontaminate work surfaces with a chemical germicide after spills and when work is completed. (A 1:10,000 dilution of household bleach is effective.)
- Dispose of contaminated materials in bags and in accordance with institutional policies for disposal of infective waste.
- Decontaminate equipment before repair or shipping.
- Remove personal protective clothing and wash hands before leaving the laboratory.

References:

1. CDC Morbidity and Mortality Weekly Report, 6/24/88. "Update: University Precautions for Prevention of Transmission of Human Immunodeficiency Virus, Hepatitis B Virus, and other Bloodborne Pathogens in Health-Care Settings."
2. "Recommendations for Prevention of HIV Transmission in Health-Care Settings." Available through the National AIDS Information Clearinghouse, P.O. Box 6003, Rockville, MD 20850

CLS OFF-CAMPUS POLICIES

Professional Attire

If you are involved in course-work or activities off-campus, please adhere to professional and appropriate attire for the facility. To promote a professional image and personal safety, a student is expected to follow these guidelines on appropriate professional attire for at each off-campus site.

- Laboratory coat that can be closed in the front as a protective garment as needed.
- Street clothes such as dresses, skirts and blouses, slacks and shirts. No jeans, sweat suits or shorts should be worn. Extremes in dress style should be avoided.
- Closed-toe, low-heeled shoes.
- Hair, beards, sideburns and mustaches are neat, clean and combed. Long hair should be tied back.
- Minimum amount of jewelry, perfume and/or shaving lotion.

The guidelines are designed for student safety and professional development. Any student not in compliance may be asked to leave and return in appropriate attire for that site. Some off-campus sites will have different attire/dress codes. Please follow what is directed by that facility as appropriate. Should there be any questions contact your course faculty.

Transportation and Living Accommodations

Throughout any off-campus experience, it is the student's responsibility to provide transportation to and from the facility. University transportation is not available for this purpose. Students are also responsible for their own living accommodations and other expenses during the off-campus portion of the program.

Student Employment

- It is strongly recommended that a student not be employed while completing program requirements. This recommendation will optimize successful experiences in your education.
- If the off-campus site at which a rotation is scheduled employs students, the student must complete terms of employment outside of educational hours.
- If employment interferes with the scheduled course/off-campus experience this may result in dismissal from the program.

Patient/Client/Facility Confidentiality

Students must maintain the confidentiality of all records in accordance with facility standards and practices during and after practica experiences for all off-campus experiences.

Professional Liability Insurance

Students are required to purchase liability insurance for the clinical practicum courses. Proof of policy is necessary before participation in the practicum. Insurance may be obtained from Marsh Affinity Group Services, sponsored by the ASCLS, or Healthcare Providers Service Organization. For Marsh, visit <https://www.personal-plans.com/ascls/welcome.do> or <http://www.ascls.org/membership/benefits.asp> for more information. For HPSO, visit <http://www.hpsso.com> or call 1-800-982-9491.

Scheduling and Holidays

Students will train 49 weeks, with 3 weeks of time off in the 12 month internship period. One week off for Christmas break, one week off for Spring break, and the other 5 days can be used as personal/sick days. Students are to notify **both** their clinical site and FGCU of all absences immediately. Students are expected to be at their clinical site 8 hours a day, five days a week, following break and lunch period policies just like regular employees. Six hours of the day are to be spent in practice, and two hours of each day are given to the student to spend on didactic assignments and studies. Each practicum affiliate will determine the practicum daily schedule and holiday schedule. Students should be aware that rotations might require day and/or evening hours. In addition, students may be scheduled during University recesses. Employment schedules must not interfere with your learning experiences.

Trainee Registration

Pursuant to State of Florida law [483.809 (3); ref. 64B3-4.001] any student enrolled in a training program approved under Florida State law 483.811, and participating in the clinical practica, must register and obtain a trainee license. The initial application fee for registration of a trainee is \$45.00. The registration is valid for one year from the date of issue and is not renewable except upon special authorization of the Florida State Board of Clinical Laboratory Personnel. The application is available on the web at http://www.doh.state.fl.us/mqa/ClinLab/clp_applications.html or can be obtained by writing:

**Department of Health, Board of Clinical Laboratory Personnel, 4052 Bald Cypress Way, Bin #C07
Tallahassee, FL 32399-3257 [Telephone 850-245-4355].**

The Florida Department of Health, Division of Medical Quality Assurance wants to alert your educational institution and students of a new law that may impact the ability of some applicants to become licensed in Florida. Please share the following notice with anyone you believe may be impacted.....

Important Notice for Initial Licensure Applicants:

Pursuant to [Section 456.0635](#), *Florida Statutes*, you are being notified that effective July 1, 2009, health care boards or the department shall refuse to renew a license, certificate or registration, issue a license, certificate or registration and shall refuse to admit a candidate for examination if the applicant has been:

1. Convicted or plead guilty or nolo contendere, regardless of adjudication, to a felony violation of: chapters [409](#), [817](#), or [893](#), Florida Statutes; or [21 U.S.C. ss. 801-970](#) or [42 U.S.C. ss 1395-1396](#), unless the sentence and any probation or pleas ended more than 15 years prior to the application.
2. Terminated for cause from Florida Medicaid Program (unless the applicant has been in good standing for the most recent 5 years).

3. Terminated for cause by any other State Medicaid Program or the Medicare Program (unless the termination was at least 20 years prior to the date of the application and the applicant has been in good standing with the program for the most recent 5 years).

The Department is in the process of developing business procedures to fully implement the provisions of this law. Please continue to use the applications, as they currently appear online, until rules are adopted that will allow the department to replace these applications with updated versions.

Bill Parizek, Strategic Planning Services (SPS)
Division of Medical Quality Assurance (MQA) Florida Department of Health
ph: 850-245-4702 (SC 205-4702)
fax:850-414-8209
Email: william_parizek@doh.state.fl.us

Student Accident Or Event

In the event of a student accident or event, all clinical affiliate procedures and policies including an incident report must be written. In the case of accident or illness, emergency care and stabilization must be provided to the student during clinical learning experiences. All health care (emergency or otherwise) that a student receives will be at the expense of the individual involved. Please notify the Clinical Laboratory Science Program Director immediately.

PROFESSIONAL ORGANIZATIONS

NATIONAL

American Society for Clinical Laboratory Science (ASCLS)

The American Society for Clinical Laboratory Science (ASCLS) is the national professional society dedicated to clinical laboratory science practitioners. It provides dynamic leadership and vigorously promotes all aspects of clinical laboratory science practice, education, and management to ensure excellent, accessible cost-effective laboratory services for the consumers of health care. The organization publishes a professional journal, *Clinical Laboratory Science*, which is provided to all members. Student membership within the organization is available to all interested students. Visit their web site at <http://www.ascls.org> for more information about the organization and membership.

American Society for Clinical Pathologists (ASCP)

The American Society for Clinical Pathologists (ASCP) is a not-for-profit medical society organized exclusively for educational and scientific purposes. Its mission is to promote the public health and safety by the appropriate application of pathology and laboratory medicine and to serve as the national resource to enhance the quality of pathology and laboratory medicine, primarily by developing comprehensive educational programs and materials. The ASCP grants national certification for medical technologists. The organization publishes a professional journal, *Laboratory Medicine*, for its constituency. Student membership is available. Visit their web site at <http://www.ascp.org> for more information about the organization and membership.

DISCIPLINE-SPECIFIC

ORGANIZATION	WEB SITE	SPONSORED JOURNALS
American Association of Blood Banks	http://www.aabb.org	<i>Transfusion</i>
American Association for Clinical Chemistry	http://www.aacc.org	<i>Clinical Chemistry</i>
American Society for Hematology	http://www.hematology.org	<i>Blood</i>
American Society for Microbiology	http://www.asmusa.org	<i>Journal of Clinical Microbiology plus more</i>
American Association of Immunologists	http://www.aai.org	<i>Journal of Immunology</i>
American Medical Student Association (premed)	http://www.amsa.org/premed	<i>The New Physician</i>
National Environmental Health Association	http://www.neha.org	<i>Journal of Environmental Health</i>
American Academy of Forensic Sciences	http://www.aafs.org	<i>Journal of Forensic Sciences</i>
American Medical Association	http://ama-assn.org	<i>JAMA</i>
American Dental Association	http://www.ada.org	<i>Journal of the American Dental Association</i>
American Veterinary Association	http://www.avma.org	<i>Journal of the American Veterinary Association</i>
Society for Healthcare Epidemiology of America	http://www.medscape.com/afiliates/shea/default.html/	<i>Infection Control and Hospital Epidemiology</i>

Florida Professional Organizations

There are professional organizations within the state that promote the profession and sponsor continuing education programs for clinical laboratory scientists practicing in the state of Florida.

Florida Society for Clinical Laboratory Science (FSCLS)

www.fscls.org

Florida Society for Medical Technology (FSMT)

P.O. Box 20494

Sarasota, FL 34276-3494

Florida Coalition of Professional Laboratory Organizations

This non-profit incorporated entity is composed of the following organizations:

- American Association for Clinical Chemistry Florida Section
- American Society of Clinical Pathologists Associate Member Section
- Clinical Laboratory Management Association Greater Florida Section
- Florida Society for Clinical Laboratory Science
- Florida Society for Medical Technology
- Florida State Society American Medical Technologists
- Northwest Florida Laboratory Association
- Professional Association of Laboratory Medicine

Any member of these organizations may actively participate in Coalition activities. The Coalition presents a unifying voice for the representation of the interests of laboratory professionals in the State of Florida. www.fcpllo.org

PROFESSIONAL AGENCIES FOR CERTIFICATION AND LICENSURE

What is Certification?

Certification is a process by which the educational and functional achievements of an individual are recognized. Non-governmental agencies or associations provide mechanisms for individuals to be recognized as having the necessary competence to perform the medical laboratory roles they seek. Certification and registry are voluntary; it is not required by law in order to work in a laboratory. Institutions, when hiring, may require certification as a demonstration of competency. Graduates are eligible to take an examination for certification by the following agencies:

➤ **Board of Certification of the American Society of Clinical Pathologists**

The certification as medical technologist [MLS, (ASCP)] is based on minimum competencies, i.e., the minimum requirements and knowledge necessary for an entry-level position. The examination is a computerized adaptive test administered year-round. Applications for the examination are available online at www.ascp.org and from the FGCU Clinical Laboratory Science Program. An application fee of \$210 accompanies the application form with a copy of your college transcripts indicating issuance of a degree.

American Society of Clinical Pathologists (ASCP)

Board of Certification

3335 Eagle Way

Chicago, IL 60678-1033

(312) 541-4999

Email: bocascp.org

What is Licensure?

The State of Florida's Board of Clinical Laboratory Personnel oversees the licensure of clinical laboratory scientists in this state. In order to practice as a CLS within the state of Florida, an individual must be licensed. There are several categories of clinical laboratory personnel that require licenses. These include director, supervisor, technologist, and technician. As of July 1, 1999, any applicant who possesses a BS degree, has completed an approved training program, and who has passed a national board exam and is certified [e.g., ASCP, NCA], may be issued a license by endorsement. Information on how to obtain a license is available by writing to:

**Department of Health
Board of Clinical Laboratory Personnel
4052 Bald Cypress Way, Bin #C07
Tallahassee, FL 32399-3257
850-245-4355**

AMERICAN SOCIETY FOR CLINICAL LABORATORY SCIENCE CODE OF ETHICS (1997)

The Code of Ethics of the American Society for Clinical Laboratory Science (ASCLS) sets forth the principles and standards by which clinical laboratory professionals practice their profession.

I. Duty to the Patient

- Clinical laboratory professionals are accountable for the quality and integrity of the laboratory services they provide. This obligation includes maintaining individual competence in judgment and performance and striving to safeguard the patient from incompetent or illegal practice by others.
- Clinical laboratory professionals maintain high standards of practice. They exercise sound judgment in establishing, performing and evaluating laboratory testing.
- Clinical laboratory professionals maintain strict confidentiality of patient information and test results. They safeguard the dignity and privacy of patients and provide accurate information to other health care professionals about the services they provide.

II. Duty to Colleagues and the Profession

- Clinical laboratory professionals uphold and maintain the dignity and respect of our profession and strive to maintain a reputation of honesty, integrity and reliability. They contribute to the advancement of the profession by improving the body of knowledge, adopting scientific advances that benefit the patient, maintaining high standards of practice and education, and seeking fair socioeconomic working conditions for members of the profession.
- Clinical laboratory professionals actively strive to establish cooperative and respectful working relationships with other health care professionals with the primary objective of ensuring a high standard of care for the patients they serve.

III. Duty to Society

- As practitioners of an autonomous profession, clinical laboratory professionals have the responsibility to contribute from their sphere of professional competence to the general well being of the community.
- Clinical laboratory professionals comply with relevant laws and regulations pertaining to the practice of clinical laboratory science and actively seek, within the dictates of their consciences, to change those which do not meet the high standards of care and practice to which the profession is committed.

As clinical laboratory professionals, we strive to:

- ◆ *Maintain and promote standards of excellence in performing and advancing the art and science of our profession*
 - ◆ *Preserve the dignity and privacy of others*
 - ◆ *Uphold and maintain the dignity and respect of our profession*
 - ◆ *Seek to establish cooperative and respectful working relationships with other health professionals*
 - ◆ *Contribute to the general well being of the community*
-



College of Health Professions
Clinical Laboratory Science

Student Information Form

**Please complete this form and return it to the Clinical Science Program.
Thanks!**

Name (print or type): _____

Address: _____

Phone: _____

e-mail: _____

I have read and fully accept responsibility for the information provided to me in the *Florida Gulf Coast University, Clinical Laboratory Science, 2010-11 Student Handbook.*

Name (Signature): _____

Date: _____



College of Health Professions
Clinical Laboratory Science

Immunization Documentation Form

This information must be on file prior to the beginning of the clinical practicum component of the program.

REQUIREMENTS:

DATE:

1. SUS Immunization Requirements	
2. Varicella	
3. Tetanus booster	
4. TB (tuberculosis) If test is positive, a follow-up chest x-ray is required.	
5. Hepatitis B Vaccine a. Received 3 (three) doses of Hepatitis B vaccine , or b. In the process of completing the series of 3 (three) doses, or c. Proof of positive titer d. A signed declination statement	

It is also strongly recommended that all students have health care coverage. Students assume financial responsibility for their own medical care.

Signature: _____

Date: _____

Name (Print or type): _____

Program Offerings

DESCRIPTION

The Clinical Laboratory Sciences Program offers a Bachelor of Science degree in Clinical Laboratory Science. In addition, post-baccalaureate certification is available in Clinical Laboratory Technology. The Program strives to provide outstanding educational experiences for entry level or advanced positions in the clinical laboratory, research or biotechnology environments. Academic programs combine a foundation in basic sciences with hands-on clinical experiences at the partnered regional laboratories. Graduates of the program join a dynamic and expanding health profession or embark on additional education in graduate school or professional schools for medicine, veterinary medicine, dentistry, or pharmacy. The program is accredited by the National Accrediting Agency for Clinical Laboratory Science (5600 North River Road, Suite 720 Rosemont, IL 60018, 773-714-8880).

- ***B.S. Clinical Laboratory Science***

The Clinical Laboratory Science Concentration is designed for students who seek a baccalaureate degree and national certification as a clinical laboratory scientist MLS (ASCP) and Florida licensure as a clinical laboratory technologist. Graduates are prepared to work in the clinical laboratory areas of chemistry, microbiology, hematology, immunohematology, and immunology. Career opportunities continue to expand and include such diverse areas as biotechnology research, pharmaceutical sales, product development, laboratory information systems, and education. The clinical laboratory science curriculum also serves as a solid preparation for medical, dental, veterinary, and graduate school. The curriculum emphasizes clinical medicine in integrated clinical laboratory science courses that utilize technological innovations. Clinical experience is integrated throughout the curriculum through enhanced clinical experiences. The program culminates in on-site clinical practice developed and delivered in cooperation with the clinical laboratory science community of Southwest Florida.

- ***Post-Baccalaureate Certificate in Clinical Laboratory Technology***

This certificate program is designed for students with baccalaureate degrees in the chemical or biological sciences who seek licensure/certification in Clinical Laboratory Science. Individuals completing the program are prepared to work in the clinical laboratory areas of chemistry, microbiology, immunohematology, hematology, and immunology. The curriculum emphasizes clinical medicine in integrated clinical laboratory science courses that utilize technological innovations. Clinical experience is integrated throughout the curriculum through enhanced clinical experiences. The program culminates in on-site clinical practice developed and delivered in cooperation with the clinical laboratory science community of Southwest Florida. Full-time students can complete the curriculum in three semesters. The program requires a minimum of 39 credit hours. Upon completion of the program, students are eligible to sit for the national certification examination at the technologist level by the American Society for Clinical Pathologists.

COMMON PREREQUISITES

The common prerequisites for clinical laboratory science consist of 35 credit hours distributed over the courses listed below. Some courses may meet general educational requirements as well as fulfill program prerequisites.

STATE-MANDATED COMMON PREREQUISITES			RECOMMENDED FGCU COURSES
NUMBER	COURSE TITLE	CR HR	
BSC 1XXX/1XXXL	General Biology w/lab	4	BSC 1010C
*BSC 2XXX/2XXXL	Anatomy & Physiology I	4	BSC 1085C
*BSC 2XXX/2XXXL	Anatomy & Physiology II	4	BSC 1086C
CHM 1XXX/1XXXL	General Chemistry I	4	CHM 1045C
CHM 1XXX/1XXXL	General Chemistry II	4	CHM 1046C
CHM 2XXX/2XXXL	Organic Chemistry I	4	CHM 2210C
CHM 2XXX/2XXXL or CHM 2XXX	Organic Chemistry II Quantitative Analysis	4	CHM 2211C
MCB 2XXXC	Microbiology w/lab	4	MCB 3020C
STA X023 or STA X122	Statistics	3	STA 2023 or STA 2037

*BSC 2XXX/2XXXL Human Physiology and one of the following options: BSC 2XXX/2XXXL Cell Biology or BSC 1XXX/1XXXL General Biology II or BSC 2XXX/2XXXL Human Anatomy or BSC 2XXX/2XXXL Genetics, may substitute for Anatomy & Physiology I and Anatomy & Physiology II.

SUGGESTED COURSE SEQUENCING FOR FGCU STUDENTS

Freshman

Fall		Credit	Spring		Credit
ENC 1101	Composition I	3	ENC 1102	Composition II	3
BSC 1010C	General Biology I	4	CHM 1046C	General Chemistry II	4
CHM 1045C	General Chemistry I	4	STA 2023	Statistics	3
MAC	Gen Ed Math*	3	BSC 1085C	Anatomy & Physiology I	4
		14			14

Sophomore

Fall		Credit	Spring		Credit
CHM 2210C	Organic Chemistry I	4	CHM 2211C	Organic Chemistry II	4
HUM 2510	Understanding Visual and Performing Arts	3	MCB 3020C	Microbiology	4
BSC 1086C	Anatomy & Physiology II	4		Gen Ed Humanities**	3
	Gen Ed Humanities	3		Gen Ed Social Science	3
	Gen Ed Social Science	3		Elective	1-3
		17			15-18

*MAC 1105 (College Algebra) is a prerequisite for CHM 1045C (Chemistry I). Students who take MAC 1105 their first semester would need to consult with an advisor about continuing the chemistry sequence in summer term.

** One of these courses must be writing intensive to meet the Gordon Rule.

Required courses for the B.S. in Clinical Laboratory Science

COURSE NUMBER	COURSE TITLE	COURSE CREDIT
IHS 3101	Shaping Health Care in the 21st Century	3
IHS 3203	Management and Leadership in Health Care Organizations	3
IHS 4504	Research Methods in Health Care	3
IHS 4938	College of Health Professions Senior Seminar	3
IDS 3920	University Colloquium	3
BCH 3023C	Biochemistry	3
MLS 4191	Molecular Diagnostics*	3
PCB 3063C	Genetics**	3

*Required for post baccalaureate certificate students

** Recommended for post baccalaureate certificate students

Additional required courses in Clinical Laboratory Science (total B. S. program length 123-125 credit hours) and required courses for the post baccalaureate certificate (total certificate program length 39-42 credit hours).

MLS 4404	Diagnostic Microbiology	3
MCB 4462	Diagnostic Virology/Mycology/Parasitology	3
MLS 3038	Essentials of Clinical Laboratory Science	3
MLS 3220	Biological Fluid Analysis	2
MLS 4308	Hematology/Hemostasis	3
MLS 4505	Clinical Immunology	2
MLS 4550	Immunohematology and Transfusion Practice	3
MLS 4627	Clinical Biochemistry	3
MLS 4820C	Clinical Biochemistry Practicum	3
MLS 4821C	Clinical Microbiology Practicum	3
MLS 4822C	Clinical Hematology /Hemostasis Practicum	3
MLS 4823C	Clinical Immunohematology Practicum	3
MLS 4826C	Clinical Immunology Practicum	2
PCB 4233C	Immunology*	3

* Post baccalaureate students may have this requirement waived; see advisor for details