Medical Laboratory Technology

ADMISSION & APPLICATION FOR FALL PROGRAM

<table>
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<tr>
<th>Application Deadline</th>
<th>The third Friday of April</th>
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<tr>
<td>Classes Begin:</td>
<td>August (Refer to the IRSC Catalog for official start date of class.)</td>
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For more information

IRSC Information Call Center
1-866-792-4772

www.irsc.edu
IRSC OVERVIEW

INDIAN RIVER STATE COLLEGE is a public, comprehensive college with a nationally recognized commitment to helping students succeed. The College was selected out of 1,000 colleges nationwide as a Top Ten Finalist for the prestigious Aspen Prize for Excellence and has been designated an Achieving the Dream™ college for support of students from enrollment to employment. Over 30,000 people enroll in IRSC courses each year, attracted by the College’s combination of quality, convenience and affordable tuition. IRSC is designated as the 3rd Most Affordable College in the country by the U.S. Department of Education, and students benefit from many scholarship and financial aid opportunities.

Every aspect of IRSC is focused on helping students succeed with small classes, an array of student support services, convenient campuses, and online courses. IRSC offers over 100 programs, including Bachelor’s degrees, Associate in Arts degrees for continuing education at IRSC or a university, Associate in Science degrees for in-demand careers after two years of training, short-term certificate programs and Quick Job Training.

EA/EO STATEMENT

Indian River State College does not discriminate on the basis of race, color, national origin, ethnicity, sex, religion, age, disability, sexual orientation, marital status, veteran status or genetic information in its programs and activities. The following person has been designated to handle inquiries regarding non-discrimination policies:

Adriene B. Jefferson
Equity Officer/Title IX Coordinator
IRSC Main Campus ▪ 3209 Virginia Ave. ▪ Fort Pierce, FL 34981
(772) 462-7156
The College Catalog and program websites are readily available and accurately depict:

a. purpose and goals of the program(s);
b. admission requirements and procedures;
c. degree and program completion requirements;
d. faculty, with degrees held and the conferring institution;
e. tuition, fees and other program costs including policies and procedures for refund and withdrawal;
f. financial aid programs;
g. national and/or state requirements for eligibility for licensure or entry into the occupation or profession for which education and training are offered;
h. skill and competencies that students will need at the time of admission to the program.
i. program outcomes

http://www.irsc.edu
http://www.floridasclinicallabs.gov/licensing
http://www.ascp.org/
http://www.aab.org/
http://www.ascls.org
http://www.americanmedtech.org/
http://www.fscls.org/
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### FORMS

- Essential Functions ......................................................................... 9
The following items are found in the Health Science Division Student Handbook.

(This list has been updated as of 3/16.)

1. Health Science Division Purpose Statement
2. Health Science Statement of Ethics
3. Health Science Plagiarism Regulation
4. Email/Contact Information
5. Health Science Use of Electronic Regulation
6. Health Science Confidentiality Statement
7. Health Science Grading
8. Health Science Retention Regulation
9. Health Science Probation Regulation
10. Health Science Readmission and Dismissal Regulation
11. Health Science Complaint Guidelines
12. Health Science Liability, Accident and Insurance Regulation
13. Health Requirements
14. Indian River State College Health Science Post Exposure Protocol
15. Health Science Background Check Regulation
16. Health Science Substance Abuse Regulation
17. Health Science Dress Code/Professional Standards
18. Health Science Student Parking Regulation
19. Health Science Student Smoking Regulation
MEDICAL LAB TECHNOLOGY

Upon completion of this two-year program, the graduate will have earned an Associate in Science Degree in Medical Laboratory Technology. Graduates qualify to work in hospital laboratories and clinical laboratories performing blood tests. The Medical Laboratory Technologist makes up part of the diagnostic health care team and is responsible for processing body fluids for chemical, serological and biological analysis. He/she analyzes these fluids with computerized high technology instruments.

APPLICATION CHECKLIST

All necessary forms are located in the back of this booklet.

_____ 1. Meet with an Academic Advisor at any campus to review program requirements; complete an Indian River State College Application for Admission online at www.irsc.edu.

_____ 2. Complete the Health Science Program Application online at www.irsc.edu and pay the application fee. Fees are non-refundable.

_____ 3. Attend a Medical Laboratory Technology Program Information Session – offered every 3rd Thursday of the month at 4:00 p.m., H-231 Main Campus, prior to deadline date.

_____ 4. Request high school, former schools and/or college(s) to forward official transcript(s) to the Admissions Office at IRSC by the application deadline date.

_____ 5. Complete the Essential Functions Form (page 9) and return it to the Medical Laboratory Technology Department by the application deadline date.

_____ 6. Complete MAC 1105 or STA 2023 and Humanities prior to the application deadline date (recommended).

_____ 7. Review the Florida Department of Health, Board of Clinical Laboratory Personnel training requirements.
Completion of this checklist alone does not guarantee acceptance to the Medical Laboratory Technology program. Students are selected on a competitive basis.

Note: Do not proceed with drug/background screening, physical and health insurance until notified.

A. Submit a non-refundable check for $100 payable to IRSC to the Health Science Division Office (Main Campus, Fort Pierce, H Building Room 308) to cover mandatory drug screening and a national criminal background check (fingerprinting).

B. Submit Physical Examination form complete with immunizations documented including current year’s seasonal flu vaccine. The current year’s flu vaccine is usually available starting in August for the peak flu season running from October through March. Vaccines obtained prior to August are likely the prior year’s vaccine and may not be accepted. (Go to www.irsc.edu. Click Programs & Careers and then Health Sciences/How to Apply. In the Handbook/Forms box, select Health Science Physical Examination and Immunization Form).

C. Submit proof of personal health insurance.

STATE REQUIREMENTS CHECKLIST

The State of Florida requires students of the Medical Lab Science program to complete a Florida Department of Health, Board of Clinical Laboratory Personnel Trainee Application. Visit www.floridasclinicallabs.gov/licensing for the most current guidelines on the State of Florida Medical Lab Technology Trainee license.

TRAINEE LICENSE FEE

Students must be accepted into the MLT program to obtain a training license with the State of Florida. Additional information on the associated fees and directions for the license application will be reviewed during the MLT student orientation.

INTRODUCTION

The Medical Laboratory Technology program is offered through the IRSC Health Science Division. All applicants enter this program through a Selective Admissions process. Contact Educational Services, any IRSC Campus, or the MLT Department (772) 462-7534 or 462-7536, for specific requirements.

NOTE: If at any time during the application process you have a change of address or need to update other personal information, submit this information to the Educational Services Division and to the Health Science Division by supplying original documentation to be copied (i.e., driver license or adoption papers) in person, or at any IRSC campus. This will expedite notification of acceptance status.
APPLICATION PROCESS

Any candidate who wishes to be considered for a Health Science program at Indian River State College must complete the procedures outlined on the check list on page 1. It is the student’s responsibility to see that admission requirements are met. No notices will be sent.

1. Complete an IRSC Application for Admission online @ www.irsc.edu for the Health Science program.

2. Complete the Health Science Program Application online at www.irsc.edu and pay the $30 application fee by the program application deadline.
   a. Go to the IRSC website at www.irsc.edu
   b. Click MYIRSC and then Sign in to MyIRSC
   c. Sign in using your Student ID and pin number
   d. Go to Registration (blue menu bar) and select Health Science Application
   e. Place a check mark in the I Agree statement
   f. In the Health Science Program box, select Medical Lab Technology.
   Application Deadline: this automatically fills in the program deadline date.
   g. Select Submit. Select OK
   h. Select Pay Fee Now and then PAY NOW
   i. Select process for payment
   j. Select $30 application fee
   k. Enter credit card details
   l. Submit Payment

3. Submit official transcripts from high school and all previous colleges or universities attended to Educational Services by the program application deadline.

All applicants will be notified of their status approximately six to eight weeks after the deadline date. No information is available by telephone. To finalize acceptance, once notified of provisional acceptance, students will be required to have a completed IRSC physical examination form, a negative drug screen report and a FDLE background check prior to the first day of class.

APPLICANT REVIEW

Final consideration for admission into the Medical Laboratory program will be based upon the Health Science Admissions Committee review and scoring of the following criteria:

1. IRSC Admission Status must be complete.
2. Application to Health Science Division must be filed and paid.
3. 2.0 IRSC and College Cumulative GPA.
4. Recommended completion of MAC 1105 or STA 2023 and Humanities.

All of the above criteria must be met or the applicant file will not be reviewed and scored.

Note: Meeting admission criteria does not guarantee acceptance into the program. Students are selected on a competitive basis.
ACCEPTANCE INTO PROGRAM

The Health Science Division will notify those applicants who have met minimum acceptable scores of their provisional acceptance into the program. Final acceptance into the program is contingent upon satisfactory results from a physical examination, drug screen and National background check. Information on obtaining these tests/reports will be provided in the provisional acceptance notification package. These reports should not be submitted with initial application materials.

STUDENT DRUG SCREEN

When submitted, these records will become the property of the College, and will not be available for copying or for use to meet the requirements of outside employers. Students who are out of the program for six months or more must submit new records.

DRUG SCREENING

Refer to the IRSC website at www.irsc.edu. Click Programs & Careers and then Health Sciences/How to Apply. In the Handbooks/Forms box, select Background Check Requirements.

CRIMINAL BACKGROUND CHECKS

Refer to the IRSC website at www.irsc.edu. Click Programs & Careers and then Health Sciences/How to Apply. In the Handbooks/Forms box, select Background Check Requirements.

HEALTH/MEDICAL RECORD

A completed medical health form must also be submitted and approved by the Program Director. This health record will contain results from a physical examination and laboratory tests including immunization records.

Applicants who do not meet the standards of good physical and mental health, as required by clinical facilities for safe patient care, may reapply and be considered for application to a Health Science program after resolution of the health problem. An updated health record, verified by a licensed physician, physician’s assistant or an ARNP must be submitted.

Indian River State College and partnering clinical sites require all health science students who register for clinical courses to have personal health insurance. Students will be asked to show proof of personal health insurance by presenting their insurance policy number, the name of the insurance provider and the telephone number of the provider to clinical preceptors or administrators. If students do not have health insurance or do not provide proof of health insurance, they will not be eligible for clinic rotation which will result in termination from program. Personal health insurance may be purchased through the Health and Wellness Department. Call them at (772) 462-7825 for more information.
NON-ACCEPTANCE INTO PROGRAM

Applicants who do not qualify for the program will be notified, and may call the Office of the Dean of Health Science (772) 462-7550 for clarification on how to strengthen their application.

PROGRAM EXPENSES

A list of approximate costs is located on the IRSC website at www.irsc.edu. Click Programs & Careers and then Health Sciences/ How to apply. Click Medical Lab Technology. In the Start Here box, select Program Expenses. In addition to these costs, the candidate should allow for room, board, transportation and personal living expenses. Note that non-Florida resident tuition is a higher rate per credit hour, which will increase total fees accordingly.

FINANCIAL AID/SCHOLARSHIPS

Financial Aid (grants, loans, work-study) is available to those who qualify. Complete the FAFSA and IRSC Supplemental Financial Aid Application to determine eligibility. For more information, contact the IRSC Financial Aid Office at (772) 462-7450 or toll-free at 1-866-900-3243 (FAID).

Scholarships designated for students in the Health Science programs are also available. Complete the new IRSC ONLINE Scholarship Application, available at www.irscfoundation.org. Health Science Scholarship will be posted on website.

For more information regarding scholarships, contact the IRSC Foundation office at (772) 462-4786, or toll-free at 1-866-792-4772, ext. 4786 or visit www.irscfoundation.org.
MEDICAL LABORATORY TECHNOLOGY CURRICULUM

Students in the Medical Lab Technology (MLT) program pursue an A.S. Degree and upon completion will be eligible to take the American Society of Clinical Pathologist Medical Laboratory Technician and American Association of Bioanalysts Medical Technologist certification examination with a foundation in medical technology. The program consists of classroom instruction, lab practice, clinical time in a hospital lab, and culminates in a 12-week clinical practicum at a local hospital. The MLT program Curriculum can be located on the IRSC website at www.irsc.edu. Click Programs & Careers and then Health Science/How to Apply. Choose Medical Lab Technology. In the Start Here box, select Guided Pathway.

FREQUENTLY ASKED QUESTIONS

Students in the Medical Lab Technology (MLT) Program pursue an A.S. Degree and upon completion will be eligible to take the American Society of Clinical Pathologist MLT Certification exam. Students accepted into the MLT Program receive a strong general college education with a foundation in medical technology. The program consists of classroom instruction, lab practice, clinical time in a hospital lab, and culminates in a 12-week clinical practicum at a local hospital. For additional information contact the MLT Department at (772) 462-7534 or (772) 462-7536.

What will the MLT program prepare me to do?
Upon completion of this two-year program, the graduate will have earned the Associate in Science Degree in Medical Laboratory Technology. There is a shortage of licensed medical technologist. Graduates qualify to work in hospital laboratories and clinical laboratories performing blood tests. The approximate starting hourly pay is from $19 to $25 per hour, typically with full benefits. Some hospitals also offer a $5,000 sign on bonus.

What are the duties of Medical Laboratory Technologists?
The Medical Laboratory Technologist makes up part of the diagnostic health care team. He/she is responsible for processing body fluids for chemical, serological and biological analysis and analyzing these fluids with computerized high technology instruments. Five distinct departments comprise the clinical laboratory. They are the Blood Bank, the Hematology Department, the Serology Department, the Chemistry Department and the Microbiology Department.

When will I begin clinical training?
Students will be assigned to area hospitals within the first Fall term of the program. Rotations will continue for a total of six (6) semesters. Students will spend six (6) hours per week at an affiliated clinical site during their freshman year and six (6) hours per week during their sophomore year. During Summer I of the sophomore year, the student spends 32 hours at the hospital and six (6) hours a week on campus. (Total clinical training averages 700 clinical hours.)
How do I become a Certified Medical Technologist?
Graduates of the two-year program must pass a national Medical Laboratory Technician Exam (American Society of Clinical Pathology Medical Laboratory Technician), which allows them to apply for a Florida license as a Medical Laboratory Technician. They also qualify to sit for the written national Medical Technologist Examination given by the American Association of Bioanalysts, which allows them to apply for a technologist license in Florida.

What is the job outlook for a Medical Laboratory Technologist?
There is a GREAT demand for MLTs, both locally and nationally, with beginning salaries and benefits that reflect this demand. There is a national shortage of medical technologists at this time.

What areas of advancement are available within this profession?
Indian River State College offers a Bachelor of Science Degree in Biology. A Bachelor of Science Degree enables the student to apply for the Florida State Supervisors license and will also enable the student to act as a Chief Technologist and run a clinical laboratory.

Who should I contact for an application and further information?
Direct ALL inquiries to: Marilyn Barbour, MT (ASCP) or Michael Vogt, MLS (ASCP)
Medical Laboratory Technology Department
Indian River State College
3209 Virginia Avenue
Fort Pierce, FL 34981-5596
(772) 462-7534 or 462-7536

PROGRAM PURPOSE STATEMENT

To prepare graduates with demonstrated competence in the cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains as performed by medical laboratory technicians.

Program Outcomes:
1. Apply the skills, knowledge, attitudes and values necessary for positions as medical laboratory technicians in the real workplace.
2. Demonstrate professional attitudes and values and an understanding of the ethical/legal principles in all interactions as a medical lab professional.
3. Apply the principles and procedures for entry-level medical laboratory technicians in the areas of hematology, urinalysis, immunohematology, serology, clinical chemistry and microbiology without clinically significant errors.

a. Phlebotomy
   - Perform collection of blood specimens for clinical laboratory testing.

b. Clinical Chemistry
   - Perform analyses of chemical constituents on physiological specimens.

c. Microbiology
   - Culture, isolate and identify microorganisms from clinical specimens.
   - Perform antibiotic susceptibility tests for microorganisms found in clinical specimens.
d. Hematology
   • Perform analyses of chemical, cellular and formed elements in blood and cerebrospinal fluid specimens.
   • Microscopically detect cellular abnormalities in blood specimens.

e. Immunohematology
   • Perform analyses resulting in the typing, antibody identification and compatibility assurance of donor and recipient blood specimens.

f. Immunology and Serology
   • Perform, read and interpret serological tests for the presence of antibodies, antigens or specific proteins.

g. Urinalysis
   • Perform analyses of the microscopic and chemical composition of urine.

h. Coagulation
   • Perform tests which evaluate the hemostatic mechanism.

i. Parasitology
   • Locate and identify parasites present in biological specimens.

j. General
   • Obtain and process biological specimens suitable for analysis.
   • Record and transcribe the results of laboratory tests with 100% accuracy.
   • Maintain laboratory equipment in accordance with laboratory procedures to the extent that accuracy and precision of test results is maintained.
   • Evaluate and use quality control systems for established laboratory procedures to the extent that quality of output is high.
   • Recognize and analyze causes of problems to the extent that the cause can be theorized.
   • Relate laboratory findings to common disease processes.

AWARD OF COMPETENCY CREDIT FOR
MEDICAL LABORATORY TECHNOLOGY PROGRAM

Award of Competency credits will be considered for those applicants who have been working in a laboratory for at least one year under the direct supervision of a pathologist (Certified by the American Board of Pathology or eligible) or an appropriately certified Medical Technologist (ASCP - American Society of Clinical Pathologists), and who have a valid Florida Technicians license. Eligibility criteria can be located on the IRSC website www.irsc.edu. Click Programs & Careers and then Health Science Programs. In the Application Book box, select Award of Competency Credit.
ESSENTIAL FUNCTIONS

MLT students will also be expected to meet the technical standards that are necessary to perform the "essential functions" of a Medical Laboratory Technician. These technical standards are as follows:

**Strength:** Moderate muscular strength is needed. In the course of the program, the MLT student may be: pushing, pulling and lifting objects more than 20 Lbs.

**Motor Skills:** The MLT student should possess the ability to safely and accurately perform all laboratory procedures, manipulate tools, instruments and other equipment in the laboratory. In the course of the program, the MLT student may be: performing simple motor skills such as standing, walking, etc.; performing simple manipulative skills such as washing, writing, collating, etc.; performing moderately difficult manipulative skills such as positioning patient, using a computer keyboard, etc.; and performing difficult manipulative skills such as invasive procedures, calibration of equipment, etc.

**Coordination:** In the course of the program, the MLT student may be: performing body coordination such as walking, stooping, etc.; performing tasks that require hand-eye coordination such as keyboard skills, phlebotomy, etc.; and performing tasks that require arm-hand steadiness such as invasive procedures, etc.

**Mobility:** The student should be able to move from place to place in the performance of his or her work. In the course of the program, the MLT student may be: walking and standing; sitting and standing for prolonged periods; and assuming uncomfortable positions such as bending over tables, etc.

**Visual Discrimination:** The student should be able to read charts and graphs, read instrument scales, discriminate colors, read microscopic materials and record results. In the course of the program, the MLT student may be required to: see objects far away as in driving; see objects closely as in reading patient sample information and test instrument data; and differentiate colors and visual structures as in reading microscope slides, labels, color comparison charts, warning symbols, etc.

**Speech and Hearing:** The student must be able to communicate effectively and sensitively in order to assess both verbal and non-verbal communication; be able to adequately receive and transmit information to the patient and to members of the health care team; and hear normal sound with some background noise.

**Mental Requirements:** The medical laboratory student should possess the emotional stability and health needed for full utilization of his or her intellectual abilities. The student must be free of mind-altering drugs, including alcohol and must be able to recognize emergency situations and take appropriate action.

**Environmental Conditions:** The MLT student may be exposed at different times to: human blood, urine, body tissues or fluids; grease or oil; toxins, cytotoxins or poisonous substances; dust, mold, respiratory and contact allergens; other hazardous materials such as chemicals; electromagnetic radiation as in CRTs or VDTs; sharply pointed and sharp edged objects and dangerous electrical current and voltages.

**Communication Requirements:** The MLT student will: communicate verbally with individual patients, staff members, visitors, and telephone callers in order to explain detailed information; communicate verbally with small groups in an informal setting; initiate honest agreement or dissent regarding interpretation of data; and perform detailed written documentation on a daily basis.

Student Signature______________________________ Date___________________________________

Program Director's Signature__________________________________  Date____________________

Return this form to the MLT Department.