

Health Careers Resource Center
Building 67B Room 250 (909) 594-5611 ext. 4788

Memorandum

To: Donna Burns, Nancy Meggelin, Kathy Killiany, Virginia Villegas, Kathi Coleman, Myrna Moreno, Joyce Ellison, Rebecca Rios, Sabeena Soni, Sheryl Ocampo, Linda Rodriguez, Sharon DeLaby, Renu Katoch

From: Vivian Saldana

Date: January 3, 2012

RE: Phlebotomy Orientations

The following dates have been set for Phlebotomy Orientations for **Fall Semester 2010**:

July 13, 2010 2:00-4:00 p.m. Tuesday Bldg. 67A

July 15, 2010 2:00-4:00 p.m. Thursday Bldg. 67A

Please forward all calls to x4788 to schedule students for the orientations.

Thank you.

Mt. San Antonio College
Phlebotomy Technician Program

Step One

- ✓ Attend Orientation

Step Two

- ✓ Lottery Number Drawing



Proceed to next step only if your lottery number is drawn

Step Three

- ✓ \$1600.00 Registration Fee and Registration Forms
- ✓ Sign Acknowledgment Form and Program Rules
- ✓ Social Security Card
- ✓ California Drivers License or picture ID

Step Four

- ✓ Complete History and Physical
- ✓ Criminal Background Check
- ✓ Proof of High School or GED Completion
- ✓ CPR Certification
- ✓ Uniform
- ✓ Student ID & Clinical Badge ID
- ✓ Parking Permit

Step Five

- ✓ Complete Classes

Step Six

- ✓ Externship

Step Seven

- ✓ California State Exam \$90.00
- ✓ CPT I Application \$100.00



Phlebotomy Technician I Program

Fall 2011



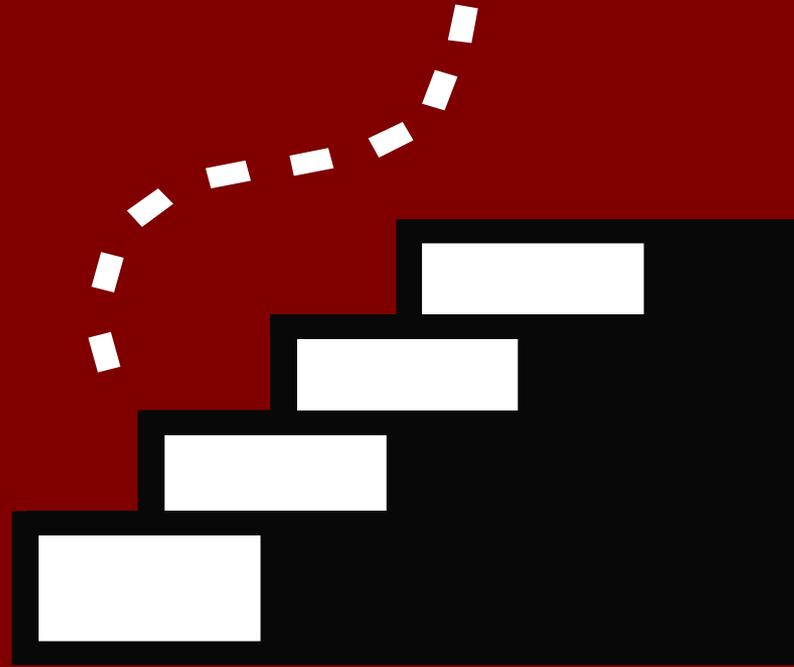
Phlebotomist



- Technician who collects blood for clinical lab tests or examination purposes



Steps to Success



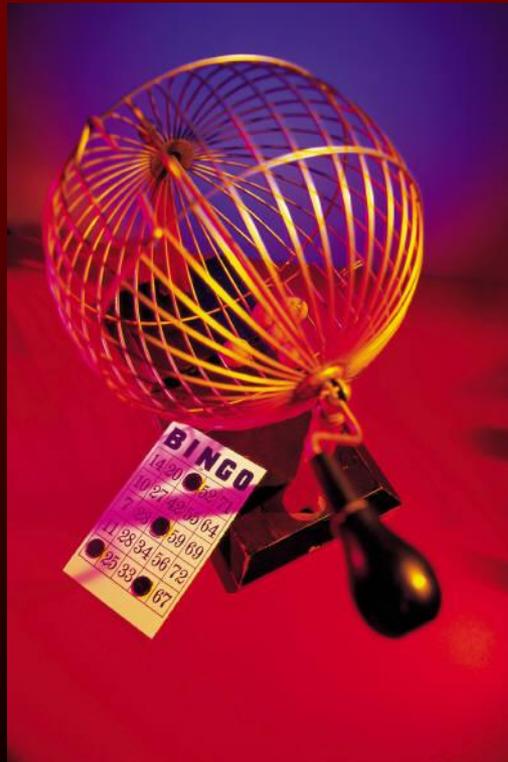
Step One

Attend Orientation



Step Two

Lottery Number Drawing



Lottery Numbers Issued At Orientation

- 16 numbers will be randomly drawn
- We will notify the students by phone when their number is drawn
- 6 alternates will be drawn
- Selected students must respond within 24 hours of notification. If we do not hear back from you, we will go on to the next alternate



Step 3

Registration Fee

\$1,600.00

◆ Cash

◆ Money Order

◆ Check

◆ Credit Card

Sign Program Rules

Soc. Sec. Card & ID



Program Rules

Acknowledgement of CPT 1 Program Rules, State Certification, State Exam, & Refund Policy

- Understand and have read the rules of the Phlebotomy Program and agree to abide by them
- Understand after the successful completion of the Phlebotomy Technician I program the California State Certification application fee is \$100.00. Additionally, the fee to take the CPT I exam is \$90.00
- Understand that the course fee of \$1600.00 is not refundable
- Must provide proof of high school graduate or GED
 - High school transcripts or GED transcripts
 - Original notarized copy of high school diploma or GED
 - Proof of higher education



Step Four

- ☑ Complete History and Physical
 - ◆ Completed within 3 months prior to course
 - ◆ Immunizations, Labs, Drug & Alcohol Test
- ☑ Criminal Background Check - \$46.00
- ☑ Proof of High School or GED Completion
- ☑ CPR Certification
 - ◆ AHA Healthcare Provider
- ☑ Uniform
 - ◆ White Scrubs & White Shoes
- ☑ Student Picture ID & Badge
 - ◆ \$10.00 at the Bursar's office
- ☑ Parking Permit – optional
 - ◆ \$40.00 at Bursar's Office, Building 9A



Step Five

Complete Classes

8 Weeks Lecture & Lab

Mt. SAC Campus



Step Six

6 Weeks Externship Local Hospitals



Absence Policy

- It is extremely important that you make every effort to attend **ALL** lectures and externship days
 - Any absence or tardy of a session must be completed by retaking the whole session
 - Absenteeism in excess of TWO lectures or TWO externship days will result in removal from the program
 - There are no makeup days for any absence beyond above permitted hours
 - Lecture class will begin promptly - Clinical days will begin promptly
- **YOU MUST BE ON TIME.** If you are tardy three (3) times in excess of ten (10) minutes, it will count as one (1) absence. 

Step Seven

California State Exam

- ◆ \$90.00
- ◆ On-Line Testing at Mt. SAC

California State Certification

- ◆ \$100.00
- ◆ CPT I



Questions?



Thank You For Attending!

If you are interested in being considered for the
Phlebotomy Technician Program
you need to get a lottery number
before leaving today!

