



Adult Career & Technical Education

P.O. Box 127

Lyndon Center, VT 05850

802-535-3713



Phlebotomy Registration



What is a Phlebotomist?

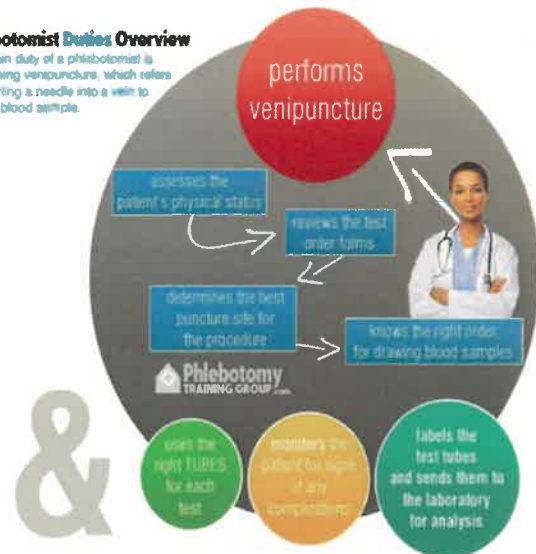
☞ A phlebotomist is a medical technician trained specifically to take blood samples from patients

☞ He/she performs basic laboratory tasks including setting up samples for analysis and might also enter lab results into a computer system



Phlebotomist Duties Overview

The main duty of a phlebotomist is performing venipuncture, which refers to inserting a needle into a vein to draw a blood sample.





Lyndon Institute

Adult Career & Technical Education

Phlebotomy Course

Starts: April 23, 2024 - pending enrollment

Time: weekday(s) and some weekends

Instructor: Dr. Joan Marie Garrity, Naturopathic Physician

Location: Harris Campus, Daniels Hall

Length of program: 84 hours ~ includes classroom, Lab & draws

Cost:

Tuition=\$1,500.00 (paid to Lyndon Institute)

Includes 84 hours of classroom. Lab and Book –

Phlebotomy Essentials Textbook & Workbook

[ISBN-13 978-1-4511-9452-4 & ISBN-13 978-1-4511-9453-1]

Test Qualifications:

Computer based exam: 100+ questions, 2 ½ hrs to complete

Draws: 30 uncued Sticks & 10 capillary samples plus one 1 feathered slide

About Phlebotomy:

Phlebotomy Technicians are critical member at hospitals, diagnostic laboratories and blood donor centers. As advancements in the medical technology rise, it's an especially exciting time to begin a career in this thriving field. Earning your Phlebotomy Technician Certification (CPT) from the National Healthcareer Association (NHA) can give you confidence in your skills and abilities. Set yourself up for success and reach your career goals in the rewarding healthcare industry. As a CPT you may perform some of the following tasks: draw blood from patients and blood donors, evaluate patients ability to withstand procedure, explain blood-drawing procedure to patients and answer questions, perform basic point of care testing, prepare blood, urine and other specimens for testing, verify patient and of donor identity and Maintain medical equipment such as needles, test tubes and blood vials.

Enrollment based on first 6- 8 students to complete, pass and return all documents, plus registration and payment

For registration info call:

Lyndon Institute Adult Career & Technical Education Office @ 535-3713

Registration Deadline is ten (10) business days before class starts.

Apply for a Vermont Advancement Grant Online.

It's fast and easy!

1. Register for a myVSAC account. (If you already have an account, log in and go to step 2)
Go to www.vsac.org
Click **Register Now** button and follow the instructions to create your myVSAC account
2. Click on VT Advancement Grant Application
Find the application link in **mytools** or in the **Manage My Loans and Grants**.
Be sure to select the ADVANCEMENT application. Enter and submit your application. Please note that you will be asked to provide income and asset information on the application.
3. Or contact a VSAC Rep.:
Marti Kingsley - kingsley@vsac.org or phone: 802-355-0389

Please Note:

*VSAC will not process incomplete application forms so please be sure to submit all required documents.

*Advancement Grants (Non-Degree grants) **will** cover the cost of tuition, textbook, workbooks and testing fees associated with the class.

* VSAC Advancement Grants (Non-Degree grants) does **NOT** cover licensing fees, uniforms, shoes, watches, etc.



Lyndon Institute Adult Career & Technical Education Phlebotomy Course Commitment Letter

I, _____ (please print full name clearly), have reviewed and understand the Licensed Nurses Assistant information and the commitment it takes to be accepted into the Licensed Nurses Assistant Adult Career and Technical Education Program at Lyndon Institute. I understand this is a **zero miss program** and by missing hours I **may not be able to test**. I also understand there might not be an opportunity to make-up missed hours and there will be **no refunds 1 week prior** to the start of the class.

PRINT STUDENTS FULL NAME

Students Signature

Adult CTE Education Representative (PRINT)

Adult CTE Representative Signature

Lyndon Institute Representative Job Title (PRINT)

DATE

Photo Release Form

I, _____ (please print full name clearly), hereby consent to and authorize the use and reproduction by Lyndon Institute or anyone authorized by Lyndon Institute of an and all photographs which has or have been take for any purpose in conjunction with marketing and publicizing activities of Lyndon Institute's Adult Career and Technical classes without compensation to me. This release form will stay in effect until canceled in writing and signed by both parties.

PRINT STUDENTS FULL NAME

Students Signature

Adult CTE Education Representative (PRINT)

Adult CTE Representative Signature

DATE

It is the policy of Lyndon Institute not to discriminate on the basis of a student's or family member's actual or perceived race, color, ancestry, national origin, creed, religion, gender, gender identity, sexual orientation, marital/civil union status, age, military/uniformed service or veteran status, disability, or other legally-protected classification in the provision and administration of its education programs, activities, services, and access provided to the public, in accordance with and to the limits of applicable requirements of state and federal laws. Lyndon Institute complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, as well as other applicable state and federal laws with respect to accommodating individuals with disabilities. Lyndon Institute provides special education to eligible students in accordance with the School's special education approval from the State of Vermont, state and federal legal requirements, the School's policies and in coordination with the student's school district.

Phlebotomy Procedure

LYNDON INSTITUTE ADULT CAREER & TECHNICAL EDUCATION DEPARTMENT

CODE OF CONDUCT AND ETHICS

OUR MISSION

Lyndon Institutes inspires our students to become accomplished learners, creative thinkers, and compassionate community members.

RESPECT - for self, others, and Lyndon Institute by:

- Practicing honesty and integrity
- Exercising kindness, empathy, and compassion for all members of our community
- Being positive and productive members of our inclusive and welcoming community

RESPONSIBILITIES & PRINCIPLES - to treat my professional and personal relationships how I would want to be treated.

- Attend class on time and be prepared-this includes the proper attire for the type of class attending
- Carry out the duties of the class for which I am assigned by the instructor/teacher
- Behave in a way that is respectful, supportive and co-operative to my classmates and instructor
- To keep your work area safe, clean and comfortable
- Dress appropriately for class, clinicals and labs
- Not to intentionally misuse or damage Lyndon Institute property
- Not to remove Lyndon Institute property from the classroom unless it is approved by the instructor/teacher or Adult CTE Coordinator or Director of Career & Technical Education
- Attend class, clinicals, and labs sober; not under the influence of any drugs or alcohol
- To be accountable for myself and my mistakes
- Positive attitude towards my classmate, the instructor/teacher or Adult CTE Coordinator or Director of Career & Technical Education
- When given constructive criticism by the instructor/teacher or Adult CTE Coordinator or Director of Career & Technical Education, please use the opportunity to learn and move forward in your professional and personal growth
- To conduct myself in a professional way at all times
- To speak respectfully to my classmates, the instructor/teacher or Adult CTE Coordinator or Director of Career & Technical Education
- To be a good listener to my classmates, the instructor/teacher or Adult CTE Coordinator or Director of Career & Technical Education

CLASSROOM, CLINICAL AND LAB RELATIONSHIPS- to follow respect, responsibilities and principles of Lyndon Institute.

It is important that you treat your classmates, the instructor/teacher, Adult CTE Coordinator, Director of Career & Technical Education and everyone you come into contact with, while enrolled in and or

participating a Lyndon Institute Adult Career & Technical Education class, course and or program with respect, fairness, and equal manner at all times.

We expect you to be supportive to your classmates and instructor/teacher and behave in a way which enhances the performance and effectiveness of the Lyndon Institute Adult CTE class, course, and or program. Harassment, bullying, victimization and other actions and behaviors which undermine the well-being of your classmates and or instructor/teacher will not be tolerated.

Please print your name and sign where indicated. By doing so you indicate that you have read and understand all the information above and are aware of the consequences if these actions are not followed.

DATE	STUDENT PRINT NAME	STUDENT SIGNATURE
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DATE	INSTRUCTOR PRINT NAME	INSTRUCTOR SIGNATURE
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LORI J. SIMPSON

DATE	ADULT CTE COORDINATOR PRINT NAME ~ ADULT CTE COORDINATOR SIGNATURE
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