

**Affiliates' Policies and Procedures Explaining
When Students May Perform Service Work**

Junior Phlebotomy Practicum

**Christiana Care Health Services
Crozer-Keystone Health System
Dept. of Veterans Affairs – Wilmington VA Medical Center
Jennersville Regional Hospital
St. Francis Hospital, Inc.
Union Hospital of Cecil County
Upper Chesapeake Health - Harford Memorial Hospital**

For the 7 affiliates noted above, students are assigned to their phlebotomy rotations approximately two hours per day, five days per week, for a three week period. Exact times vary at each affiliate institution. Student contribution to the workload varies with student ability. Each student completes thirty hours per practicum unless remedial instruction is required.

Senior Clinical Practicums

AtlantiCare Regional Medical Center

Students do not independently contribute to laboratory service work. All patient work performed by a student is done under the direct supervision of a registered lab technical consultant or lab testing personnel. Students do not produce or verify patient results.

Barnabas Health - Community Medical Center

Students do not independently contribute to laboratory service work. All patient work performed by a student is done under the direct supervision of a technologist. Students do not verify patient results.

Barnabas Health - Kimball Medical Center

Students do not independently contribute to laboratory service work. All patient work performed by a student is done under the direct supervision of a technologist. Students do not verify patient results.

Bayhealth Medical Center

Student contribution to laboratory service is minimal. Students do not determine or finalize patient results at any time during the clinical practicum at Bayhealth Medical Center. Any work performed by a student that contributes to the completion of the patient workload is done under the direct supervision of a technologist at all times.

Beebe Medical Center

Chemistry, Hematology, Microbiology and Urinalysis

A student is determined to be ready to participate in the patient testing workload at the discretion of the clinical instructor and/or supervisor. All patient work completed by a student is done under the direct supervision and verified by a bench technologist.

Immunochemistry

Students do not contribute to laboratory service work at Beebe Medical Center.

Cape Regional Medical Center

Students do not independently contribute to laboratory service work in any laboratory department at Cape Regional Medical Center. Patient work performed by a student is done under the direct supervision of a technologist, and students do not produce, verify, etc. any patient results. The amount of work performed varies with department and student ability.

Chester River Hospital Center

Students work under the direct supervision of an instructor at all times. The amount of work performed varies with student ability.

The Children's Hospital of Philadelphia

Students are permitted to contribute to patient work as soon as training checklists are completed and the student demonstrates the ability to accurately complete work assignments. The assessment of when a student is ready to contribute to patient work is at the discretion of the clinical instructor. Any patient work performed by the student is reviewed by the clinical instructor before verifying or releasing results.

Christiana Care Health Services

Chemistry and Urinalysis

It is the policy of the Clinical Chemistry laboratory that all laboratory work performed by a student be verified by a technologist. A student is determined to be ready to contribute to the completion of the patient workload at the discretion of the clinical instructor when a certain level of proficiency has been obtained. Parameters for proficiency vary with the area of clinical chemistry performed.

Hematology

It is the policy of the Hematology laboratory that all laboratory work performed by a student be verified by a technologist. It is the policy of the Hematology laboratory that students possess a complete understanding of clinical hematology theories, operational principles of instrumentation, and demonstrate proficiency in manual techniques prior to participation in patient workloads. Successful demonstration of these parameters, as determined by the hematology clinical coordinator or designee, indicates a student's readiness to participate in the patient workload.

Immunohematology

It is the policy of the Blood Bank laboratory that the students possess a complete understanding of transfusion medicine. All lab work performed on patients must be directly observed by the clinical instructor or designee. The student must demonstrate proficiency in all phases of testing before performing patient samples. The student will impact patient workload when in the processing area, working under direct observation of the clinical instructor or designee.

Microbiology/Serology

Student contribution to laboratory services is minimal. Students do not determine or verify final patient results at any time during microbiology/serology clinical practicum. Any work performed by a student that contributes to the completion of the patient workload is done under the direct supervision of a technologist at all times.

Crozer-Keystone Health System

Chemistry and Urinalysis

Before contributing to laboratory work, the student must:

1. Demonstrate accuracy in technical performance.
2. Demonstrate an understanding of the underlying theories involved in each section and/or instrument.
3. Demonstrate an understanding of each section's duties and operating procedures.

4. Understand daily instrumentation operation and maintenance.

Parameters for evaluation of students on the above goals vary according to section and workstation involved. The standards that may be used to evaluate the students are:

1. Direct observation by supervisory and clinical staff.
2. Daily observation of each workstation by an in-house technician and/or technologist.
3. An evaluation given by each “instructor” as the student rotates through the workstation in the department.
4. Upon completion of each workstation written quizzes are given.

Immunohematology and Hematology

Before contributing to laboratory work, the student must:

1. Demonstrate accuracy in technical performance.
2. Demonstrate understanding of the section duties and operating procedures.

The above may be determined by:

1. Direct observation by supervisory staff.
2. Accurate completion of known test samples and trial situations.

Microbiology

Examples of laboratory service work include MicroScan Walkaway test set-up, loading blood cultures on the TREK VersaTREK Blood Culture System, and plating patient specimens. Students must complete training in the specific area before the service work is performed. Students report patient results under the direct supervision of a technologist. Patient resulting is minimal and a technologist reviews all results prior to release.

Note: It is the policy of Crozer-Keystone Health System that all patient samples are verified and resulted by a technologist and/or technician employed by the hospital.

Delaware Public Health Laboratory

Microbiology

Students do not contribute to laboratory service work at Delaware Public Health Laboratory.

Department of Veterans Affairs, Perry Point Veterans Affairs Medical Center

Chemistry, Hematology and Urinalysis

Once student performance has been checked and approved by the clinical instructor, students are permitted to perform patient work. All work performed by a student is reviewed and signed out by a technologist.

Department of Veterans Affairs, Wilmington Veterans Administration Medical Center

Chemistry, Hematology, Microbiology and Urinalysis

Before contributing to laboratory work, the student must:

- Demonstrate accuracy in technical performance
- Demonstrate an understanding of underlying theories involved in each department and operational principles of instrumentation
- Demonstrate understanding of the departmental duties and standard operating procedures, including instrument operation and maintenance
- Demonstrate a mature attitude and awareness of the importance of laboratory work to the outcome of the patient
- Demonstrate a respect for the confidentiality of patient information

It is the policy of the Wilmington Veterans Administration Medical Center Laboratory that all

laboratory work performed by a student is verified by a staff technologist before release to the clinician. All patient work performed by a student is done under the direct supervision of a staff medical technologist. The amount of patient work performed varies with student ability and workload constraints. The parameters for evaluating student readiness to assume the responsibility for performing laboratory work are:

- Direct, daily observation by clinical laboratory staff
- Performance on written or bench challenges

Inspira Medical Center Vineland

Chemistry, Hematology and Urinalysis

Before contributing to laboratory work, the student must:

1. Demonstrate accuracy in technical performance.
2. Demonstrate understanding of the section duties and operating procedures.

The above is determined by:

1. Direct observation by the supervisor or designated personnel.
2. Accurate completion of known technical samples.

Once cleared to contribute to the completion of patient specimens, the student may contribute toward laboratory services. It is the policy of Inspira Medical Center Vineland that a medical laboratory scientist must co-sign all results, along with the student, after work is reviewed.

Immunochemistry

Students do not contribute to immunochemistry laboratory services at Inspira Medical Center Vineland.

Jennersville Regional Hospital

Students contribute to laboratory services after they are determined to be competent by their instructor. Competence is determined by direct observation, verbal feedback, and written examination. The instructor directly supervises all laboratory testing. All laboratory testing is reviewed within 24 hours of reporting.

The Johns Hopkins Hospital & Health System

Chemistry, Hematology, Microbiology/Serology and Urinalysis

Students do not contribute to laboratory service work at Johns Hopkins Hospital.

Immunochemistry

Students do not independently contribute to laboratory service work. Patient work performed by a student is done under the direct supervision of a technologist. The amount of patient work performed varies with student ability.

Main Line Health Laboratories

Students do not contribute to laboratory service work at Main Line Health Laboratories. All patient work performed by a student is done under direct supervision of a technologist. Students do not produce or verify any patient results. The amount of work performed by a student varies by department and student ability. Emphasis is placed on understanding of theory, operational principles of instrumentation, safety or other regulatory affairs and coordination of patient care.

Quest Diagnostics, Inc.

Chemistry, Hematology, Microbiology and Urinalysis

Students do not contribute to laboratory service work at Quest Diagnostics, Inc.

St. Francis Hospital, Inc.

Students contribute to laboratory services after they are determined to be competent by their instructor. Competence is determined by direct observation, verbal feedback, and written examination. The instructor directly supervises all laboratory testing. All laboratory testing is reviewed within 24 hours of reporting.

St. Joseph Medical Center

Students do not independently contribute to laboratory service work at St. Joseph Medical Center. Any patient work performed by a student is done under the direct supervision of a technologist. Students do not verify patient results. The amount of work performed varies with student ability.

Shore Medical Center

Chemistry, Hematology, Immunohematology and Urinalysis

It is the policy of Shore Medical Center that all laboratory work performed by a student be verified by a technologist. A student is determined to be ready to contribute to the completion of the patient workload at the discretion of the department supervisor after the student demonstrates proficiency with department procedures and policies and successful completion of known test samples.

Microbiology

Students do not contribute to microbiology laboratory services at Shore Medical Center.

University of Pennsylvania Health System - Hospital of the University of Pennsylvania

Students do not contribute to laboratory service work.

Upper Chesapeake Health - Harford Memorial Hospital

Chemistry, Hematology, Microbiology and Urinalysis

Upon satisfactory completion of practice sessions and quality control specimens, students may be authorized by the instructor to contribute to the completion of the patient workload. All patient work performed by a student is verified by a bench technologist. Student access to patient result screens within the laboratory information system is limited by system security. The amount of patient work performed varies with student ability.

Upper Chesapeake Health - Upper Chesapeake Medical Center

Chemistry, Hematology, Immunohematology and Urinalysis

Upon satisfactory completion of practice sessions and quality control specimens, students may be authorized by the instructor to contribute to the completion of the patient workload. All patient work performed by a student is verified by a bench technologist. Student access to patient result screens within the laboratory information system is limited by system security. The amount of patient work performed varies with student ability.

Virtua Health

Students do not independently contribute to laboratory service work at Virtua Health. Any patient work performed by a student is done under the direct supervision of a technologist. Students do not verify patient results. The amount of work performed varies with student ability.

Supplemental Experience

Blood Bank of Delmarva

Students do not contribute to laboratory service work.

My signature below attests that I have read and understand the attached Service Work Policy(ies) for the affiliate(s) at which I will be completing clinical practicums.

Signature of Student

Name of Student (please print)

Date Signed