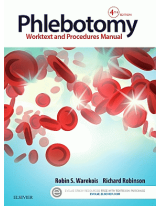


Phlebotomy Course Requirements

Students must attend the 1st day of class. Failure to attend by the 2nd day will result in automatic withdrawal from the program.

- Tuition Fee: \$180 Insurance Fee: \$14.00 is due at the time of registration. If registering online your fee will be \$180 and the remaining balance of \$14 for insurance is due prior to 1st day of class.
- Additional Fees: Clinical Facilities require background checks & drug screens. Background check: \$8 Drug Screen: \$35 (You may obtain 1 week prior to your class start date, no sooner).
- Scrubs: Red, (can be purchased at Castle Uniforms), white leather or leather type shoes with NO mesh or holes and plain white socks every day. Complete uniform REQUIRED 1st day of class and for duration of the program.
- CLINICAL HOURS MAY VARY FOR EVENING & HYBRID COURSES.
- Textbook: The Phlebotomy Worktext and Procedures Manual, 4th Edition (\$88.81 in FTCC's Bookstore) by Robin S. Warekois & Richard Robinson. ISBN 10: 0-3232-7940-6 ISBN 13: 978-0-3232-7940-6 (Required by the 2nd day of class).



- Photocopies of the following documents submitted to Instructor 1st day of class:
 - \$14.50 Insurance Receipt from students who registered online
 - Picture ID
 - High school Diploma/GED/Transcript
 - CPR card (American Heart Association's Healthcare Provider) offered at FTCC \$45/5 hour class. Card cannot expire during class dates. (Required by end of 1st week of class)
 - Copy of current immunization record with all necessary vaccinations. **MMR, Varicella, PPD, Hep B, Tdap and Flu shot** will be required by the 1st day of class. Some vaccinations take 30 days or more to process the results, so it is important not wait to complete this requirement.

Non-compliance with ANY deadline listed above can result in dismissal from the program.

This course prepares the student to draw blood specimens from patients, using needles, for the purpose of testing and analyzing blood. Upon successful completion of this program, the student should be prepared to take the National Phlebotomy Certification Examination. **Please be aware that sticking your classmates is required during lab sessions.**

Please note that some clinical facilities require a criminal background check and drug screen prior to attending clinical rotation. If a student cannot meet the criminal background check and pass drug screen requirements, he or she will not be able to complete the program and will be dismissed from the course WITHOUT a refund.

Questions or concerns contact us at healthprograms@faytechcc.edu or 910-678-1084

Phlebotomy Requirements

1. You must be able to read, understand and communicate effectively in English to participate in this class. If you have a medical condition (including pregnancy), you need a note from your physician stating you have NO RESTRICTIONS in the class, lab, and/or clinical to continue with the program.
2. Any student wishing to request academic accommodations due to a disability must make their request to the Office of Disability Support Services. Disability Support Services: Casey Groover, 910-678-5479.
3. Hair is to be neat, clean, off the collar, out of the eyes, and not extreme colors or styles.(ie. Purple, green, pink, red, orange,). Large, loud hair bows/headbands, flowers or hair clips are not accepted. **Must wear your natural hair color only.** Long hair will have to be pulled up/off the collar.
4. Artificial nails of any kind(ie even overlays on real nails) are not allowed. Long natural nails are not allowed. Nails are to be no longer than the tip of the finger. **Nail polish of any kind is not allowed.** Nails must be removed prior to the 1st day of class (NO EXCEPTIONS).
5. Cosmetics should be applied lightly. Body powders and cosmetics should be used sparingly. Perfume and scented lotions aren't allowed in class/lab/clinical. Extreme long eyelashes are not allowed. They must be neat/natural looking.
6. All visible tattoos must be able to be covered during class/lab/clinical (NO EXCEPTIONS).
7. Piercing may only be worn in the ears and one set is allowed. This should be studs only. No loop or long dangled earrings allowed. This includes bar style earrings.
8. You must comply with the policy regarding immunizations. You must have proof, a copy of current immunization record with all necessary vaccinations: MMR, Varicella, PPD, Hep B, Tdap and Flu shot will be required by the 1st day of class. Some vaccinations take 30 days or more to process the results, so it is important not to wait to complete this requirement. Please be aware that sticking your classmates is required during lab sessions.
9. REFUND POLICY: If you withdraw prior to the 1st day of class you may be eligible for a 100% refund. If you withdraw on or after the 1st day of class, you may be eligible for a 75% refund of the registration fee if requested prior to the 10% date. After the 10% date there are no refunds given. Once the class begins, the insurance fee is non-refundable. It is your responsibility to request a refund if you drop a class or are withdrawn. You must come to the Neill Currie Building, Room 8 to complete the drop form. NOTE: Your refund will take 2-3 weeks to be processed.
10. I understand each requirement must be fulfilled in order to continue in the Phlebotomy programs. No exceptions made to these requirements. I am aware if I fail to meet the requirements, I will be dismissed from the program.