**Course Syllabus**

**MLAB 2266- Practicum I**

*Revision Date: October 28, 2014*

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**Catalog Description:** Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

*Lecture hours* = 0, *Lab hours* = 224 (per semester)

**Prerequisites:** Enrollment in this course and the Medical Laboratory Technology Program require department head approval and successful completion of or enrollment in all other MLAB courses (exceptions can only be made by MLT Program Director). Student must have completed ALL previous MLAB courses with a grade of “C” or better.

The student must also have completed all health data requirements, immunizations (including updated TB test), HIPAA requirements, as well as any additional requirements specified by the individual clinical sites including but not limited to drug screening and Hepatitis B immunization. The student is responsible for any and all costs associated with these requirements.

**Semester Credit Hours:** 2

**Lecture Hours per Week:** 0
**Lab Hours per Week:** varies
**Contact Hours per Semester:** 224

**State Approval Code:** 5110040000

**Instructional Goals and Purposes**
Panola College’s instructional goals include 1) creating an academic atmosphere in which students may develop their intellects and skills and 2) providing courses so students may receive a certificate/an associate degree or transfer to a senior institution that offers baccalaureate degrees.

**Rationale/Introduction:**
Practicum I is designed to provide clinical experiences in the laboratory setting. This allows students to apply the knowledge and skills obtained in the didactic component of the curriculum to real life experiences in a live laboratory.
The student must demonstrate minimum competency in each area as determined by the established objectives to successfully pass the course.

**Course Instructional Goals and Purposes:**
By the end of this course the student should be able to:

- Demonstrate proficiency in the clinical objectives of each rotation to which assigned by reviewing basic principles and procedures and openly demonstrate organizational and technical skills.
- Demonstrate initiative by reviewing course materials prior to and during the rotation, asking questions to advance understanding, research areas of weakness, and asking for additional work as needed.
- Display the importance of punctuality and attendance at each day of clinical by a good attendance record and promptly notifying the clinical facility (FIRST) and MLT faculty of any absences or tardies.
- Demonstrate professional behavior by maintaining a strong positive attitude, exhibiting a proactive attitude in developing the competencies required, developing and using good professional judgment in all matters concerning laboratory safety and interaction with patients, specimens, hospital/clinic staff, faculty, and fellow students.
- Maintain a safe laboratory environment by adhering to all applicable safety regulation as presented throughout the MLT program which include, but not limited to, appropriate disinfection of work area, maintaining a neat, uncluttered work area, wearing of appropriate PPE, and reporting observed hazards.

**Learning Objectives:**
The following affective objectives pertain to the online and clinical components:

1. Demonstrate professionalism by
   a. complying with the laboratory attendance policy
   b. complying with the laboratory dress code
   c. submitting assignments by the stated deadline
2. Demonstrate interest in the profession of clinical laboratory science by asking questions, participating in discussions and meeting with professors during office hours as needed.
3. Demonstrate initiative by reviewing objectives and completion of reading assignments.
4. Demonstrate progression in laboratory skills by effective organization, coordination of multiple tasks and insightful evaluation of results obtained.
5. Utilize constructive criticism to correct deficiencies and improve performance.
6. Work cooperatively with preceptors, laboratory employees and fellow students to achieve the goals of each activity assigned.
7. Complete on site laboratory clinical hours as follows: Chemistry- 63 clinical hours, Immunohematology- 63 clinical hours, Microbiology- 63 clinical hours.
8. Observe the operation of clinical site instrumentation and demonstrate ability to operate equipment independently.
9. Perform and understand quality control according to clinical site procedure and practices.
10. Specific objectives for each section rotation are listed on pages 21-22 of the MLT Practicum Manual

**Specific Course Objectives (Includes SCANS Information)**
Recently the U.S. Department of Labor established the Secretary's Commission on Achieving Necessary Skills (SCANS) to examine the demands of the workplace and whether the nation’s students are capable of meeting those demands. The Commission determined that today’s jobs generally require competencies in the following areas.

a. Resources: Identifies, organizes, plans, and allocates resources
b. Interpersonal: Works with others
c. Information: Acquires and uses information
d. Systems: Understands complex interrelationships
e. Technology: Works with a variety of technologies

The Texas Higher Education Coordinating Board is now requiring all degree plans in institutions of higher education incorporate these competencies and identify to the student how these competencies are achieved in course objectives.

Examples of SCANS competencies being incorporated are as follows:

<table>
<thead>
<tr>
<th>SCANS COMPETENCY</th>
<th>Clinical Competencies (Specific objectives for each section rotation are listed on pages 21-22 of the MLT Practicum Manual)</th>
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</thead>
<tbody>
<tr>
<td>Resources</td>
<td>Identify reagents and supplies needed for each lab, organize work so that the reagents, supplies, and equipment are utilized appropriately and work is completed within a reasonable time frame.</td>
</tr>
<tr>
<td>Interpersonal</td>
<td>Recognize limitations of expertise during the performance of procedures and communicate with preceptor when problems arise. Maintain confidentiality of patient samples utilized. Demonstrate respect for laboratory employees and fellow students during lab time. Utilize the Internet to interact with laboratory science students through the Canvas communication system and regular email programs.</td>
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<tr>
<td>Information</td>
<td>Apply knowledge gained from online lecture, laboratory, and the textbook to trouble shoot and problem solve laboratory results obtained during student laboratory. Utilize the Internet and other library resources to acquire information about specific topics as they relate to the field of Clinical Laboratory Science.</td>
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<tr>
<td>Systems</td>
<td>Apply critical thinking skills to clinical laboratory problems encountered, specifically, utilizing clinical laboratory principles and theories and applying these to results obtained.</td>
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<tr>
<td>Technology</td>
<td>Achieve competency in routine clinical laboratory procedures utilizing a variety of reagents, supplies and techniques. Utilize provided procedures to obtain appropriate information for performing and trouble-shooting clinical laboratory procedures, and determining clinical significance and normal values. Use computers, the Internet, and the Canvas system to access course materials and other relevant course information.</td>
</tr>
</tbody>
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**Course Grade**
The final course grade will be based on the following:

- Onsite Preceptor’s Evaluation of skills (189 hours onsite) 50%
- Clinical Daily Journal 10%
- Clinical Quizzes (Chemistry, Microbiology, Blood Bank) 15%
- Professionalism and Attendance 10%
- Course Report 15%

**Methods of Evaluation:**

1. The student will be observed performing the various laboratory functions required by the rotation and graded on them by the assigned preceptor. Performance evaluation forms are included in the Students Practicum Information Packet. This will account for 50% of the course grade.

2. The student is required to keep a daily journal that includes the time of arrival and departure, a brief description of activities performed during each day, as well as any observations in the clinical lab or hospital. The student should include any special situations or critical thinking/problem solving opportunities encountered.
3. The student must complete a series of clinical “quizzes” that will be developed by the program (to ensure uniformity) and administered by the preceptor. This will account for 15% of the grade.

4. A Professionalism and Attendance Evaluation will be completed by the assigned preceptor at the end of the practicum. A copy of this evaluation is included in the Student’s Practicum Information Packet. This will account for 10% of the course grade.

5. The student must present a report at the end of the practicum (this accounts for 35 contact hours) in which they will answer questions pertaining to the different areas they worked in during their practicum rotation. Questions are found in the Student’s Clinical Practicum Information Packet.
   - Each set of answers must be titled according to the format given
   - Answers must be typed, numbered and written in complete sentences.
   - If an activity was not observed or performed, explain the reason and record any information known- such as what the normal protocol would be. Ask questions of your clinical site and preceptors!
   - Answers must be coherent, written with correct grammar, punctuation and spelling.
   - This report will be graded by the course instructor and will count as 15% of the final grade.

Texts, Required Readings, Materials, and Supplies

Required:
- Clinical Rotation Manual
- Red Scrubs with MLT patch (scrubs available in the College Store, patch available from MLT department)

Reference Books/web sites:
- Textbooks from previous MLAB courses as reference
- For current texts and materials, use the following link to access bookstore listings: [http://www.panolacollegestore.com](http://www.panolacollegestore.com)
- www.labtestsonline.org

Suggested:
- Medical Dictionary

More Information:

Laboratory Dress Code
The student will be expected to attend class clean and neatly dressed in required scrubs and wear **closed-toe and heel white or neutral colored shoes**. Hair that is
shoulder length or longer **must** be worn up or securely tied back. Gloves must be worn when handling biological materials.

**Behavioral Conduct**
While a student is representing Panola College as a Medical Laboratory Technology student, they will be expected to conduct themselves in such a manner as to reflect favorably on themselves and on the Program. If a student acts in such a manner as to reflect immature judgment or disrespect for others, the student will be called before the MLT Department Chair for determination of their status in the Program. Inappropriate conduct is grounds discipline and may be cause for immediate probation or dismissal from the Program.

**Academic Dishonesty**
Under no circumstances shall a student submit work that is not their own. Copying answers for study questions, cheating on exams and/or submitting laboratory results which are not your own are expressly prohibited.

**OTHER:**
- For testing services, use the following link: [http://www.panola.edu/elearning/testing.html](http://www.panola.edu/elearning/testing.html)
- If any student in this class has special classroom or testing needs because of a physical learning or emotional condition, please contact the ADA Student Coordinator in Support Services located in the Administration Building or go to [http://www.panola.edu/student-success/disability-support-services/](http://www.panola.edu/student-success/disability-support-services/) for more information.
- Withdrawing from a course is the student’s responsibility. Students who do not attend class and who do not withdraw will receive the grade earned for the course.