

Northwood Technical College

FY26 (2025-26) Phlebotomy Program

The following is additional information about the Northwood Tech Phlebotomy program.
This information supplements the program webpage and district catalog.

Degree: Technical Certificate

PHLEBOTOMY PROGRAM – 13-14 CREDITS

The Phlebotomy program is a one-semester program offered at the Rice Lake and New Richmond campuses of Northwood Tech. Students must complete 13-14 credits to graduate. The program combines lecture, laboratory, and externship in a clinical setting. Travel is required to clinical sites; students must provide their own transportation. Clinical locations are to be determined.

PROGRAM CONTACT

Brad Baumgartner, Ed.D.
Associate Dean of Health Sciences
Northwood Technical College
1019 S. Knowles Ave.
New Richmond, WI 54017
Phone: 715.257.8105
Brad.Baumgartner@NorthwoodTech.edu

PROGRAM LOCATIONS/CORE COURSES BEGIN

Rice Lake—Fall Semester
New Richmond—Spring Semester

ACADEMIC ADMISSION REQUIREMENTS

The Phlebotomy program does not require admission testing.

PHLEBOTOMY COURSEWORK & STANDARDS

Phlebotomy courses are developed so that they must be taken in order. Completion of "BLS Basic Life Support" training is a prerequisite to the 10-513-112 Phlebotomy Clinical. Students must earn a grade of 2.0 or higher in all required courses. This policy includes coursework taken at other colleges. Students must also successfully pass all required course competencies. For specific program course requirements, see individual course syllabi. Program courses may only be repeated once. If a course needs to be repeated, please contact your advisor before registering. This policy also applies to coursework taken at other colleges.

CLASS COMMITMENT

The average amount of time spent in the classroom for a student is approximately 10 hours per week. In addition to scheduled class time, it is expected that students spend at least two to three hours studying for each hour of classroom lecture they attend.

TRANSFER CREDIT

Official college transcripts are required for any college coursework that has been completed. Official college transcripts must be sealed and sent from the sending institution.

COMPUTER NEEDS

Since all Phlebotomy courses include a web-based component, students are required to have computer and internet access.

Northwood Technical College does not discriminate on the basis of race, color, religion, sex, national origin, age, disability or status in any group protected by state or local law in employment, admissions or its programs or activities. The following person has been designated to handle inquiries regarding the College's nondiscrimination policies: Amanda Gohde, Associate VP, Talent & Culture, 1900 College Drive, Rice Lake WI 54868, 715.645.7042, Wisconsin Relay TTY:711, amanda.gohde@NorthwoodTech.edu.

BACKGROUND CHECK AND CONVICTION RECORD

Students in the Phlebotomy program will attend clinical sessions that are regulated by state and federal government. The laws state that these clinical agencies may not hire anyone with a history of conviction of certain crimes. Northwood Tech must contract with these agencies to provide your clinical experiences while in the program. In order to do so, the agencies expect Northwood Tech to adhere to the same guidelines—in other words, they view students as temporary employees.

Conviction history will be explained at the mandatory program orientation. Prior to attending clinical coursework, a caregiver background check will be obtained from the [Wisconsin Department of Health Services](#), and, if applicable, a national criminal background check from [Verified Credentials, LLC](#), and/or a caregiver background check from the [Minnesota Department of Human Services](#). Having a conviction history will not necessarily stop you from entering the program. We will need to discuss the charges with you and will make every attempt to confidentially resolve the concern with the clinical agencies utilized for the clinical courses. Ultimately the clinical agencies reserve the right to determine what is an acceptable background check. The clinical agency may deny access to their setting based on a negative background check. If this occurs, you would not be able to complete the Phlebotomy program requirements. The costs of background checks are the responsibility of the student.

CERTIFICATION EXAM

Graduates are eligible to take the Phlebotomy Technician, PBT (ASCP) certification examination through the ASCP Board of Certification (BOC) by meeting the minimum requirements of Route 2.

GRADUATE SALARY EXPECTATIONS

WTCS graduate information indicates graduates earn between \$25,478-\$43,677 annually. The WTCS average yearly salary is \$34,328.

FY26 (2025-26)
Checklist for Phlebotomy Admission

Admission Requirements

- _____ Complete Online application
- _____ Have earned a high school diploma or GED certificate; current high school seniors must provide both a current high school transcript and a final (official) transcript with confer date.
- _____ Review and sign Background Check Disclosure
- _____ Review and understand the Technical Standards for this program

Program-Specific Requirements

- _____ Submit Background Check fee
- _____ Have an acceptable Wisconsin Caregiver Background Check, National Criminal Background Check, Minnesota Caregiver Background Check (if applicable), and other states, if applicable
- _____ Pass a physical exam, have current immunizations, and demonstrate negative status for Tuberculosis (Tb).
- _____ COVID vaccination---highly recommended
NOTE: Northwood Technical College cannot guarantee clinical placement or ability to progress in the program if a student is not able to meet the clinical site requirements including but not limited to; influenza vaccine, covid vaccine, negative tb skin test or QuantiFERON®-TB Gold In-Tube test (QFT-GIT) or T-SPOT®.TB test (T-Spot), up to date acceptable background check, or any other clinical requirements required by the clinical site. Northwood Technical College cannot guarantee clinical placement if the clinical site must be changed due to students inability to meet the site specific requirements. Many sites require the student information 4-6 weeks prior to the clinical start date.
- _____ Review and sign Health Sciences Confidentiality Statement
- _____ Possess current certification of "BLS Basic Life Support"
- _____ Participate in a mandatory program orientation session

FY26(2025-26)

PHLEBOTOMY PROGRAM

Prices listed are approximate costs and subject to change

TEXTBOOKS (Phleb technical studies courses)	\$139.00
BACKGROUND CHECKS (required)	
WI Caregiver Background Check	\$15.00
ADDITIONAL PROGRAM REQUIREMENTS: \$58.00	
Supplies	\$50.00
Disposable white lab coat	\$5.00
Name Badge (LRC)	free
Northwood Tech Patch	\$3.00
Scrubs	varied
COURSE PREREQUISITE	
47-531-437 BLS Basic Life Support	\$74.48
FIRST TERM TUITION/FEES: \$2,243.50	
10-501-101 Medical Terminology OR	\$482.60
10-806-177 General Anatomy & Physiology	\$651.80
10-160-143 Medical Office Procedures and Customer Service	\$323.40
10-513-110 Basic Lab Skills	\$223.10
10-513-111 Phlebotomy	\$408.40
10-513-112 Phlebotomy Clinical	\$323.40
10-801-196 Oral/Interpersonal Communication	\$482.60
ASCP Certification Exam (Optional)	\$145.00
APPROXIMATE PROGRAM TOTAL	\$2,674.98

Transportation costs to and from clinical agencies will vary

Computer, other required hardware, or upgrade costs will be discussed on an individual basis.

Students are responsible for additional clinical agency requirements.

Students are responsible for health form costs (TB test, Immunizations, titers, exam, etc.)

11/2025 (FY26
Phlebotomy
Program Cost
Sheet)