

# Northwood Technical College

## FY24 (2023-24) 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

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### 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, Director, Human Resources, Administrative Office, 1900 College Drive, Rice Lake WI 54868, 715-731-1223, Wisconsin Relay TTY:711, [amanda.gohde@NorthwoodTech.edu](mailto: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**

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

FY24 (2023-24)  
**Checklist for Phlebotomy Admission**

***\*\* All criteria in Phase 1 must be met before moving to Phase 2 \*\****

**Phase 1: Application for Phlebotomy Program**

- \_\_\_\_\_ Complete Northwood Tech application.
- \_\_\_\_\_ Have earned a high school diploma or GED/HSED certificate. Current high school seniors must provide both a current high school transcript and a final transcript with confer date.
- \_\_\_\_\_ Review and sign Background Check Disclosure
- \_\_\_\_\_ Review and sign the Functional Abilities Disclosure

**Phase 2: Entry to Phlebotomy Program**

- \_\_\_\_\_ Submit Background Check fee to Student Services as designated on cover page
- \_\_\_\_\_ 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). Decision to not receive vaccinations may limit ability to obtain clinical placement based upon meeting site placement requirements
- \_\_\_\_\_ Possess current certification of "BLS Basic Life Support" or equivalent
- \_\_\_\_\_ Review and sign Health Sciences Confidentiality Statement
- \_\_\_\_\_ Participate in a mandatory Phlebotomy program orientation

**FY24 (2023-24)****PHLEBOTOMY PROGRAM**

Prices listed are approximate costs and subject to change

TEXTBOOKS (Phleb technical studies courses)	\$95.00
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**BACKGROUND CHECKS (required)**

WI Caregiver Background Check	\$10.00
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**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	\$56.09
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**FIRST TERM TUITION/FEES: \$2,168.45**

10-501-101 Medical Terminology <b>OR</b>	\$472.20
10-806-177 General Anatomy & Physiology	-\$653.60
10-160-143 Medical Office Procedures and Customer Service	\$316.30
10-513-110 Basic Lab Skills	\$197.15
10-513-111 Phlebotomy	\$394.30
10-513-112 Phlebotomy Clinical	\$316.30
10-801-196 Oral/Interpersonal Communication	\$472.20

ASCP Certification Exam (Optional)	\$145.00
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<b>APPROXIMATE PROGRAM TOTAL</b>	<b>\$2,532.54</b>
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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.)