**High Plains Technology Center**

**Health Careers**

**Learning Activity Packet (LAP) for Phlebotomist**

**Related unit of instruction:**

Safety, Legal Issues & Quality Control

**Approximate Completion time:**

15 hours

**Rationale for the Lap:**

This LAP is designed to enhance the student’s knowledge of safety procedures as they relate to phlebotomy. This course provides the student with the knowledge and skills in maintaining the standard procedures necessary for a laboratory. This course will enhance the student’s knowledge of legal and ethical issues to consider in the profession.

**Criteria for successful completion:**

By the end of this LAP the student will

1. Read and turn in work sheet for Chapters 3, 4 and 18 in *Warekois and Robinsons Phlebotomy Worktext and Procedures Manual 2nd ed.,* Saunders Elsevier, 2007
2. Pass the tests for the chapters

**Learning Objective:**

Safety Chapter 3

1. Define OSHA and explain its role in workplace safety.
2. List eight types of safety hazards.
3. Describe six general precautions that can reduce the risk of injury.
4. Explain steps to be taken to lessen the risk of physical or sharps hazards.
5. List the items that must be included on a hazardous chemical label according to the OSHA Hazardous Communication Standard.
6. Explain the purpose of the materials safety data sheet.
7. List two other kinds of labels used to identify hazardous materials.
8. Describe the components of a chemical hygiene plan.
9. Discuss safety precautions to be used when handling hazardous chemicals.
10. Identify the radioactive hazard symbol.
11. Describe precautions to be taken to reduce the risk of electrical hazards.
12. Describe the four classes of fire and identify the type(s) of fire extinguisher to be used to combat each.
13. Explain what to do in case of:
	1. Bleeding wound
	2. No sign of breathing
	3. Shock
	4. Latex sensitivity

Infection Control Chapter 4

1. Define infection and differentiate between community-acquired and health care-associated infections.
2. Explain how organisms found in a hospital are different from those found in the community.
3. Explain four ways that infectious agents may be transmitted and give examples of each.
4. Discuss the importance of proper hand hygiene in breaking the chain of infection.
5. Describe proper hand-hygiene technique, including the sequence of steps.
6. Define personal protective equipment and describe at least four types.
7. Describe the order and procedure for putting on and removing personal protective equipment.
8. Define OSHA and explain its role in infection control.
9. Define blood-borne pathogen and give examples.
10. Explain how blood-borne pathogens may be transmitted.
11. Explain the components of standard precautions.
12. Define expanded precautions and describe the different types.
13. Given an isolation classification, select the appropriate personal protective equipment.
14. Explain general procedures for cleaning up a blood spill.

Legal Issues in Phlebotomy Chapter 18

1. Discuss why legal issues are important to the phlebotomist.
2. Differentiate the following types of laws: statutory, case, administrative, public and private.
3. Define plaintiff, defendant, felony, misdemeanor and tort.
4. Define liability and give examples of situations in which a phlebotomist may be held accountable for the consequences of an action.
5. Explain how the accepted standard of care is determined and give examples of these standards as they relate to phlebotomy.
6. Define malpractice and explain what is necessary to prove it.
7. Differentiate between punitive and compensatory damages.
8. Describe steps the phlebotomist can take to avoid being accused of malpractice.
9. Explain the importance of confidentiality.
10. Define protected health information under HIPAA regulations.
11. Describe how the phlebotomist can safeguard a patient’s privacy.