

## INTRODUCTION TO PHLEBOTOMY (GPT003)

A two day course in venepuncture awarding a CPD / OCN Accredited Level Three Certificate (3 credits)

### M01: Welcome, Introductions and Course Overview:

Pre-course criteria (confirmation) and course registration. Modules - overview, intended learning outcomes and course content.

### M02: History, Definitions and Roles:

Early day blood-letting and history of phlebotomy. Definitions and roles within healthcare environments.

### M03: Work-flow Cycles:

Phlebotomist and laboratory work flow cycles.

### M04: Professionalism:

Interacting with patients and staff including patient confidentiality and GDPR.

### M05: Health and Safety:

Keeping Safe. Bloodborne pathogens and work practice controls. Effective use of PPE. Standard Precautions. Waste disposal. Needle-stick injuries and how to avoid.

### M06: Blood Collection Systems:

A detailed look at three blood collection systems and associated equipment.

### Practical Session 1:

Equipment familiarisation. Hands-on approach.

### M07: Anatomy and Physiology:

An overview of the integumentary system and cardiovascular system. Understanding veins, arteries, capillaries and nerves, and their locations.

### Practical Session 2:

Using the tourniquet and identifying a vein. Hands-on approach.

### M08: Blood Composition:

A detailed look at the composition of blood. Routine tests on whole blood and routine tests on serum and plasma, including profiles.

### M09: Using the Equipment:

A detailed look at one blood collection system (Vacutainer), including standard and butterfly needles and all associated equipment. A comparison of Vacutainer with Monovette and respective merits. Sterilisation processes. Bottle types and handling. Coagulants and anticogulants. Blood Culture collection.

### Practical Session 3:

Handling and assembling the equipment. Hands-on approach using vein blocks. Familiarisation and procedures including initial skill-set development.

### M10: Performing the Venepuncture:

Pre-venepuncture procedures. The venepuncture. Post-venepuncture procedures. Order of Draw. Complications - causes and solutions. Consent types. Patient ID. Special Requests. Implementing Standard Precautions.

### Practical Session 4:

Handling and assembling the equipment. Hands-on approach using vein blocks. Skill-set development and consolidation.

### M11: Lab Tests & Bottle Types:

A detailed look at test requests and associated departments. Haematology, Biochemistry and Microbiology requests. Special Biochemistry tests. Sample handling and timing.

### Practical Session 5:

Performing the venepuncture (on artificial arms). Palpating the vein, performing the venepuncture and consolidating pre- and post-venepuncture procedures. Further skill-set development.

### M12: Analytical Errors:

Understanding pre- and post-analytical errors including hidden errors.

### Practical Session 6A:

Performing the venepuncture (on artificial arms). Palpating the vein, performing the venepuncture and consolidating pre- and post-venepuncture procedures. Further skill-set development from initial test request to post sample handling and labelling.

### Practical Session 6B:

Role-play (pairs). Performing the procedure in simulation, from request card to sample handling and labelling. Group alternates between 6A and 6B. Includes a short video presentation.

### M13: Quiz answers and answers to informal quizzes.

### M14: Award - accredited certificates: value, application and overview. Job Opportunities.

### HOME STUDY PACK:

A home study pack is provided to you prior to attending the course and is an integral part of your learning programme. Completion of this assignment is recommended before attending the course\* and is designed to provide you with a basic knowledge of several fundamental subject areas. Completion of this assignment will enable you to reach your target "learning time" to achieve an award of 3 credits.

\* Post course submission is acceptable - please contact for further details.