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## Phlebotomy Technician Exam Content Outline According to Industry Standard Needs Study

TOPICS	Check
<b><u>Examination Section - Medical Terminology</u></b>	
Word roots	
Combining forms	
Prefixes	
Suffixes	
Abbreviations- medical laboratory	
<b><u>Examination Section - Anatomy and Physiology</u></b>	
Cardiovascular system	
The heart & blood vessels and circulation	
The blood	
Coagulation/hemostasis	
Blood types	
<b><u>Examination Section - Infection Control-Safety Procedures</u></b>	
The infection cycle	
Breaking the chain of infection	
Isolation procedures	
Universal precautions versus standard precautions	
Isolation versus standard precautions	
Personal protective equipment (PPE)	
Gloves	
Masks, respiratory protection, protective eye wear, face shields	
Protective apparel	
Handwashing	
Medical/surgical asepsis	
Sterile techniques	
Opening a sterile package	
Laboratory safety	
Laboratory hazards	
Biological hazards	
Sharps	
Chemical, electrical, and radioactive hazards	
Blood-borne pathogens---OSHA regulations	
Prevention of occupational exposure	
Personal exposure control plan	
Follow-up treatment	
Precautions taken during follow-up period	
<b><u>Examination Section- Documentation</u></b>	
Laboratory requisition forms	
Computer requisition forms	



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Manual requisition forms	
Generalities of laboratory requisition forms	
Transmission of laboratory requisition forms	
Client/patient charting	
Insurance billing/private pay	
Payment for services rendered	
Health care revisions	
Billing the insurance company	
Laboratory computer	
Laboratory information management systems (LIMS)	
<b>Examination Section- Blood Collection Equipment and Supplies</b>	
General blood collection equipment and supplies	
Gloves	
Goggles	
Antiseptics	
Gauze pads	
Bandages	
Needle disposal equipment	
Capillary puncture equipment and supplies	
Lancets	
Spring-loaded puncture devices	
Microhematocrit tubes	
Clay sealer trays	
Microcollection system	
Venipuncture equipment and supplies	
Syringe	
Butterfly collection devices	
Tourniquets	
Evacuated tubes	
Blood-drawing trays	
Blood-drawing chair	
Test orders	
Direct access testing	
Supplies and equipment	
Tubes and additives	
Needle selection	
Syringes, tubes holders, and winged collection sets	
Equipment assembly	
Tubes holders	
Syringes	
Winged collection sets	
<b>Examination Section- Collection by Capillary Puncture</b>	
Phlebotomy preparation-assembling and preparing equipment	
Client/patient identification and preparation	



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Site identification	
Fingertips	
Heel and toes	
Performing the puncture	
Finger sticks	
Heel sticks	
Processing the specimen	
Order of draw	
Microcollection containers	
Blood smears	
<b><u>Examination Section- Collection By Routine Venipuncture</u></b>	
Preanalytical errors	
Patient identification	
Inpatient identification	
Outpatient identification	
Confirm test requests	
Position the patient	
Outpatient	
Inpatient	
Venipuncture procedures- assembling and preparing equipment	
Site selection	
Necessity for restraint	
Site identification	
Application of tourniquet	
Cleansing the venipuncture site	
Performing the puncture	
Mastectomy patients	
Availability of veins	
Collector's skill	
Presence of edema	
Injuries	
Infusion of intravenous fluids	
Vein selection	
Order of draw	
Recovering the failed venipuncture	
If using a tube holder	
If using a syringe	
If using a winged infusion set	
Specimen identification and tube labeling	
Failure to obtain blood and other considerations	
Collapsed vein	
Damaged or occluded veins	
Obesity	
Incorrect needle and/or tubes position	
Other considerations regarding routine venipuncture	



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Specimen integrity-quality assurance	
Processing a blood specimen	
Stopper removal	
Separation of plasma and serum	
Specimen rejection	
Prioritizing patients	
<b><u>Examination Section- Complications of Blood Collection</u></b>	
Introduction	
Accidental artery puncture	
Collapsed vein	
Excessive bleeding at the site	
Fainting-seizures	
Hematoma	
Never damage	
Uncooperative patient	
Fainting and nausea	
Seizures	
Hematoma formation	
Pain	
<b><u>Examination Section- Specialized Phlebotomy Techniques</u></b>	
Pediatric collection	
Restraining the child patient	
Blood cultures	
Collections of nonblood specimens	
Throat cultures	
Fecal (stool) specimens	
Gastrointestinal secretions, amniotic fluids, cerebrospinal fluid, and nasopharyngeal specimens	
Urine Specimen Collection	
Blood donor collections	
Autologous blood donation	
Intraoperative blood collection	
Special situations	
Indwelling catheters	
<b><u>Examination Section- Point-Of-Care Testing and Other Laboratory Tests</u></b>	
Hematocrit	
Hemoglobin	
Blood glucose	
Glucose tolerance test (GTT)	
Cholesterol	
Coagulation monitoring	
Activated coagulation time (ACT)	
Prothrombin time (PT)	



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Partial thromboplastin time (PTT) and	
Activated partial thromboplastin time (APTT)	
Bleeding time	
<b>Examination Section- Difficult Draws, Alternative Sites, Pediatric Venipuncture</b>	
Difficult draw	
Needle-phobic patients	
Age	
Mastectomy	
Skin injuries and disorders	
Edema/obesity	
Scarred and sclerosed veins	
Fistulas	
Heparin/saline locks	
IV therapy	
Drawing below an IV site	
Drawing above an IV site	
Language barriers	
Alternative sites	
Hand and wrist veins	
Veins of the ankles and feet	
Capillary blood collection	
Vascular access devices	
Femoral artery	
Arterial punctures	
Pediatric venipuncture	
Newborns and infants	
Iatrogenic anemia	
Age- 1to 3 years	
Calming fears	
Age- 4 years to adolescence	
Calming fears	
<b>Examination Section- Special Collections- Capillary, and Blood Culture Collection</b>	
Capillary blood collection	
Equipment	
Site selection	
Birth to 12 months	
1 year too adult	
Procedure	
Prewarming	
Perform the puncture	
Order of draw for capillary specimens	
Neonatal screening	



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Blood culture collection	
Preventing false negatives	
Preventing false positives	
Designated blood culture collection team	
Commercial skin prep skin kits	
Disinfectants	
Collector feed back	
Specimen collection procedure	
Syringes draws	
Vacuum-assisted draws	
Draws through vascular access devices	
<b>Examination Section- Specimen Handling, Storage and Transportation</b>	
Handling	
Centrifugation	
Serum separators	
Transfer tubes	
Analytics unstable after separation	
Handling coagulation specimens	
Handling whole blood specimens	
Add-on tests	
Effects of light	
Storage and transportation	
On-site testing facilities	
Off-site testing facilities	
EDTA tubes	
Serum tubes	
Heparin tubes	
Sodium citrate tubes	
Specimen processing reminders	
Urine specimens	
<b>Examination Section- Phlebotomy Liability</b>	
Technical errors	
Administrative errors	
Training and evaluation	
<b>Examination Section Managing Exposures to Bloodborne Pathogens</b>	
Preexposure management	
Understanding bloodborne pathogens	
Prevention	
Preexposure immunizations	
Postexposure management	
Percutaneous wound care	
Exposure evaluation	
Postexposure prophylaxis	



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Hepatitis B	
Hepatitis C	
HIV	
Postexposure testing and counseling	
Texting the employee	
Counseling the employee	
Testing and counseling the source patient	
Summary of exposure protocol	
Hepatitis B	
Hepatitis C	
HIV	
Elements of a comprehensive and functional exposure	
Control plan	
Assessing effectiveness	
<b><u>Examination Section- Quality Assurance/Control</u></b>	
Quality assurance in phlebotomy	
Quality control in phlebotomy	
Risk management	