

**LANCASTER GENERAL COLLEGE OF NURSING AND HEALTH SCIENCE
CLINICAL LABORATORY SCIENCE PROGRAM**

**SYLLABUS
2006-2007**

- I. Title: **CLS 151 - 154 Clinical Practicum**
- II. Course Description
- This series of courses provides students with the opportunity to observe and perform the role of the laboratory professional in the clinical setting. There are four different rotations each student must complete. They are in Microbiology, Hematology, Chemistry and Blood Bank. During clinical rotations, students relate theory to practice by learning to process samples, operate instruments, perform manual/automated analyses, evaluate and report test results, and monitor control procedures to assure the accuracy of data.
- III. Prerequisite Admission into the Clinical Laboratory Science Program
- IV. Placement Fall, Spring and Summer Semesters
- V. Time Allotment 672 clinical hours (168 hours in each of four rotations)
- VI. Faculty: Wendy Gayle, MS, MT(ASCP), Course Coordinator
Clinical staff provide instruction in various laboratory areas
- VII. Credits: 12
- VIII. Evaluation Methods vary by rotation. All include competency checklists and technical evaluation forms completed by instructors, as well as student journals. Quizzes and practical exams may also be included. Final grade is "Pass" or "Fail".
- IX. Textbook: Reference materials are available in clinical areas as needed.
- X. Course Objectives Refer to handouts for specific rotations.

XI. School Policies

Students are held accountable for all policies in the Student Handbook and any revisions made to those policies during the academic year.

XII. Class:

A. Importance of Attending Class

Healthcare education comprises more than must private reading and passing of exams. Students shall recognize that active and informed participation in class is essential to the development of intellectual abilities and scholarly growth. Students must also recognize the importance, for both the present and future, of achieving an academic record that reflects their intellectual ability. Such records are seldom achieved without regular attendance and participation in class activities. Attendance will be taken.

B. Student Responsibility for Missed Material

Students are responsible for all material presented and announcements made in class, regardless of attendance. It is the student's responsibility to obtain materials and assignments if absent.

C. Unit Examinations

Examinations should only be missed in extenuating circumstances with approval of the instructor. A student who misses an exam will be required to make up the exam on the next day of lecture. Contact the appropriate instructor prior to the next lecture day to make arrangements to take the exam. A student who misses an exam, without instructor approval, will have ten percent (10%) deducted from the grade achieved on the exam. Example: The exam is worth sixty (60) points; the student takes the exam and achieves a grade of 52/60. The score of 52 is then decreased by 10% or five points; thus, the grade on the exam will be 47/60. An alternate exam may be given for the makeup exam.

D. Class Behavior

Once class has started, the instructor has the prerogative not to admit students into lecture. Students will be dismissed from class for any inappropriate behavior.

E. Academic Dishonesty and Plagiarism

Academic dishonesty violates the spirit and purpose of an academic community and is therefore subject to disciplinary action. Academic dishonesty includes cheating on exams and unauthorized duplicate submission of work.

Plagiarism is an act of academic dishonesty. Any work submitted that is not your outside sources or any assistance you received in preparing an assignment.

If an instructor believes a student has committed an act of academic dishonesty or has plagiarized material, the instructor will award a failing grade for that assignment. If the occurrence is during an exam, the student will receive a zero for that portion of their grade and must leave the room.

If the student disagrees with this decision, the student may follow the grievance procedure.

PLEASE NOTE: Changes to the syllabus may be needed as the course progresses. Students and any other individuals who may be affected by any changes will be notified promptly after any change is made.

**Lancaster General College of Nursing and Health Sciences
Clinical Laboratory Science Program
Clinical Practicum Information**

Clinical Affiliate Orientation

Each laboratory will provide the students with an orientation to its facility. The orientation will include:

- Review of written course objectives
- Professional performance expectations and grading policies
- Clinical Practicum Schedule including daily work hours
- Overview of department structure and laboratory organization
- Safety regulations and policies
- Protocol for reporting results
- Contribution to laboratory services
- Introduction to personnel

Students must complete a Clinical Practicum [Orientation Checklist](#) for each affiliate orientation.

Laboratory Safety Regulations

Students must adhere to the safety policies of each affiliate at all times.

Contribution to Laboratory Services

After demonstrating proficiency, students with qualified supervision, may be permitted to perform procedures on patient specimens. Each facility has established criteria for students' readiness to contribute to laboratory services (reviewed with the student during orientation). When the student has met these criteria, he/she may initial report slips with the cosignature of the instructor. **Under no circumstances** will the student be responsible for laboratory testing, reporting or department coverage without some level of supervision.

Modes of Instruction

Students will be given the opportunity to learn from:

- Performance of laboratory tests
- Informal lectures
- Demonstrations and observations
- Procedure manuals
- Instrument manuals
- Self-study materials
- Audiovisual materials

- Reference materials
- In-service education programs

Clinical Practicum Evaluation

The student's performance will be evaluated on a combination of daily professional performance and practical examination. Written examination may also be utilized. For each rotation, an affective performance evaluation will be conducted at mid-rotation and at the completion of the rotation to guide the student in developing his/her professional growth. Only the final evaluation will be used in determining the student's clinical practicum grade.

Each student is required to maintain a journal for each clinical practicum period. Journals are one of the most frequently prescribed methods of reflecting on lifetime experiences. You may record the sequence of daily events, as well as unusual or memorable situations or events that transpired and how you reacted to them. What happened? How did you react? How would you react the next time you encounter a similar situation? Or perhaps provide a commentary about a particular laboratory employee or environment that you encounter. Think about how your day impacted you professionally. Write regularly and record the date and time of each entry. **A minimum of one entry per week is required for the first two rotations; two entries per week are required for rotations three and four. At least once during each rotation reflect and write about the topics listed below.** Record your journal using a word processing package and transmit the entire journal via e-mail to the program coordinator by the deadline listed in the table below. Please name your journal file with your last name plus the number of the clinical rotation period.

Clinical Rotation Period	Journal Focus	Deadline for e-mailing journal
1	What are your <i>initial</i> impressions of the clinical laboratory science profession?	12/9/05
2	What is work ethic? What is a reliable, accountable and diligent employee? Describe one such employee you have met on rotation.	4/28/06
3	What is your contribution to quality healthcare? Where do you fit in?	6/19/06
4	Are you prepared for the real world? What are your goals?	7/31/06

A final grade of "Pass" or "Fail" will be awarded for each clinical practicum. **The student is responsible for returning all required paperwork to the program coordinator to receive a grade of "Pass".**

- Clinical Practicum Orientation and Competency Checklists
- Affiliate Site Evaluations
- Student Clinical Practicum Journals