

Iowa Central

C O M M U N I T Y C O L L E G E



Medical Laboratory Technician Program
Application

IOWA CORE PERFORMANCE STANDARDS

Iowa Community colleges have developed the following Core Performance Standards for all applicants to Health Care Career Programs. These standards are based upon required abilities that are compatible with effective performance in health care careers. Applicants unable to meet the Core Performance Standards are responsible for discussing the possibility of reasonable accommodations with the designated institutional office. Before final admission into a health career program, applicants are responsible for providing medical and other documentation related to any disability and the appropriate accommodations needed to meet the Core Performance Standards. These materials must be submitted in accordance with the institution's ADA Policy.

CAPABILITY	STANDARD	SOME EXAMPLES OF NECESSARY ACTIVITIES (NOT ALL INCLUSIVE)
Cognitive-Perception	The ability to gather and interpret data and events, to think clearly and rationally, and to respond appropriately in routine and stressful situations.	<ul style="list-style-type: none"> • Identify changes in patient/client health status • Handle multiple priorities in stressful situations
Critical Thinking	Utilize critical thinking to analyze the problem and devise effective plans to address the problem.	<ul style="list-style-type: none"> • Identify cause-effect relationships in clinical situations • Develop plans of care as required
Interpersonal	Have interpersonal and collaborative abilities to interact appropriately with members of the healthcare team as well as individuals, families and groups. Demonstrate the ability to avoid barriers to positive interaction in relation to cultural and/or diversity differences.	<ul style="list-style-type: none"> • Establish rapport with patients/clients and members of the healthcare team • Demonstrate a high level of patience and respect • Respond to a variety of behaviors (anger, fear, hostility) in a calm manner <ul style="list-style-type: none"> • Nonjudgmental behavior
Communication	Utilize communication strategies in English to communicate health information accurately and with legal and regulatory guidelines, upholding the strictest standards of confidentiality.	<ul style="list-style-type: none"> • Read, understand, write and speak English competently • Communicate thoughts, ideas and action plans with clarity, using written, verbal and/or visual methods <ul style="list-style-type: none"> • Explain treatment procedures <ul style="list-style-type: none"> • Initiate health teaching • Document patient/client responses • Validate responses/messages with others
Technology Literacy	Demonstrate the ability to perform a variety of technological skills that are essential for providing safe patient care.	<ul style="list-style-type: none"> • Retrieve and document patient information using a variety of methods • Employ communication technologies to coordinate confidential patient care

CAPABILITY	STANDARD	SOME EXAMPLES OF NECESSARY ACTIVITIES (NOT ALL INCLUSIVE)
Mobility	Ambulatory capability to sufficiently maintain a center of gravity when met with an opposing force as in lifting, supporting, and/or transferring a patient/client.	<ul style="list-style-type: none"> • The ability to propel wheelchairs, stretchers, etc. alone or with assistance as available
Motor Skills	Gross and fine motor abilities to provide safe and effective care and documentation	<ul style="list-style-type: none"> • Position patients/clients • Reach, manipulate, and operate equipment, instruments and supplies • Electronic documentation/ keyboarding • Lift, carry, push and pull • Perform CPR
Hearing	Auditory ability to monitor and assess, or document health needs	<ul style="list-style-type: none"> • Hears monitor alarms, emergency signals, auscultatory sounds, cries for help
Visual	Visual ability sufficient for observations and assessment necessary in patient/client care, accurate color discrimination	<ul style="list-style-type: none"> • Observes patient/client responses • Discriminates color changes • Accurately reads measurement on patient client related equipment
Tactile	Tactile ability sufficient for physical assessment, inclusive of size, shape, temperature and texture	<ul style="list-style-type: none"> • Performs palpation • Performs functions of physical examination and/or those related to therapeutic intervention
Activity Tolerance	The ability to tolerate lengthy periods of physical activity	<ul style="list-style-type: none"> • Move quickly and/or continuously • Tolerate long periods of standing and/or sitting as required
Environmental	Ability to tolerate environmental stressors	<ul style="list-style-type: none"> • Adapt to rotating shifts • Work with chemicals and detergents • Tolerate exposure to fumes and odors • Work in areas that are close and crowded • Work in areas of potential physical violence • Work with patients with communicable diseases or conditions

ADA Statement

It is the policy of Iowa Central Community College not to discriminate on the basis of race, creed, color, sexual orientation, gender identity, national origin, sex, disability, religion, or age in its programs, activities, or employment practices as required by the Iowa Code sections 216.9 and 256.10(2), Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000d and 2000e), the Equal Pay Act of 1973 (29 U.S.C. § 206, et seq.), Title IX (Educational Amendments, 20 U.S.C. §§ 1681 – 1688), Section 504 (Rehabilitation Act of 1973, 29 U.S.C. § 794), and the Americans with Disabilities Act (42 U.S.C. § 12101, et seq.).

Individuals having questions or complaints related to compliance with this policy should contact Samantha Reeves, 515-574 -1045 , or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison, Suite 1475, Chicago, IL 60661, phone number 312/730-1560, fax 312/730-1576.

**Iowa Central Community College
Medical Laboratory Technician Application**

Minimum Requirements for Application

The following criteria are required for admission into the Iowa Central Medical Laboratory Technician program. If a student does not meet the requirements below he/she will not be considered for the program until they have completed specific college courses and /or re-taken the appropriate assessment test(s). Please contact the health science associate if you have questions regarding your status or to confirm assessment scores taken at Iowa Central.

High School Diploma/GED or Equivalent (Eight (8) hours of college credit with a 2.0 GPA)

High School GPA	2.5
GED Scores	550

Assessment Scores

ACT- Score of 18 or higher in Reading, English, and Math
Compass- Score of 65 or above in writing, 80 in reading, and score of P39 or above in Pre-Algebra or A46 in Algebra
Asset – Scores of 40 or higher
ALEKS (math) – Score of 20

****Any student applying to the Medical Laboratory Technician Program whose native language is NOT English must provide official evidence of English language proficiency for admission. This requirement may be met by taking and passing the TOEFL test with a minimum of 17 in each of the following categories: Reading, Listening, Speaking, and Writing. **Completion of Composition 1 or another English course will NOT meet this requirement.****

***Applicants must submit a copy of their ACT, SAT, or Compass test, unless taken at Iowa Central Community College (Asset/Compass only).** Only one test is required, however applicants who have taken a test more than once, or have taken different tests, are encouraged to send in as many different tests as they would like. The highest scores from each category will always be used for evaluation.

Personal References

Students must have two references fill out the Personal Reference Form that is included in the application packet.

References must not be friends or family members.

Clinical Travel

Students accepted into the program will be responsible for all expenses incurred while traveling to and from all clinical sites or classes.

Background Check

All students starting the Medical Laboratory Technician Program must complete a Criminal Record/Child and Adult Abuse Check prior to attending clinical. Background check forms will be distributed the spring before clinical. The cost of the background check is the responsibility of the student.

The Medical Laboratory Technician Program at Iowa Central Community College is a limited-enrollment program. All students interested in this exciting and challenging program are encouraged to apply.

Interview

Students applying to the MLT program may be called in for an interview with the program coordinator before the final decision is made about acceptance to the program.

Applicant's Signature _____ **Date** _____

**Iowa Central Community College
Medical Laboratory Technician Program of Study**

Please mark any of the courses below you have completed or are currently enrolled in, including the date.

1. BIO – 168 Human Anatomy & Physiology I w/lab
_____ Enrolled Year Completed _____
2. HSC 113 Medical Terminology
_____ Enrolled Year Completed _____
3. BIO 173 Human Anatomy & Physiology II w/lab
_____ Enrolled Year Completed _____
4. ENG 105 Composition I
_____ Enrolled Year Completed _____
5. PSY 111 Introduction to Psychology OR PSY – 121 Developmental Psychology
_____ Enrolled Year Completed _____
6. CHM 110 Introduction to Chemistry
_____ Enrolled Year Completed _____
7. CHM 111 Introduction to Chemistry Lab
_____ Enrolled Year Completed _____
8. BIO 186 Microbiology w/lab
_____ Enrolled Year Completed _____

Please include any other college level classes you have completed or are currently taking, including the date and grade received.

1. Course Name _____ Date Taken _____ Grade _____
2. Course Name _____ Date Taken _____ Grade _____
3. Course Name _____ Date Taken _____ Grade _____
4. Course Name _____ Date Taken _____ Grade _____
5. Course Name _____ Date Taken _____ Grade _____
6. Course Name _____ Date Taken _____ Grade _____
7. Course Name _____ Date Taken _____ Grade _____
8. Course Name _____ Date Taken _____ Grade _____

*If more room is needed, please attach another sheet of paper with the list of the classes you have taken. Please enclose an official transcript if the above courses were completed at an institution other than Iowa Central Community College. If a transcript was previously sent to Iowa Central, please include an unofficial copy of the transcripts in this packet. **No points will be awarded if we do not have documentation of the courses completed.**

**Iowa Central Community College
Health Related Work Experience Verification Form**

*Please list all previous work experience you have had in the health field, beginning with the most recent.

**All areas on this form must be complete for each position held or you will not be given credit for your work/volunteer experience.

Dates of Employment: From _____ To _____
Month/year Month/year

Name of Facility _____ Total Hours Worked _____

Phone Number _____ Supervisor _____

Briefly describe your job responsibilities:

Dates of Employment: From _____ To _____
Month/year Month/year

Name of Facility _____ Total Hours Worked _____

Phone Number _____ Supervisor _____

Briefly describe your job responsibilities:

Dates of Employment: From _____ To _____
Month/year Month/year

Name of Facility _____ Total Hours Worked _____

Phone Number _____ Supervisor _____

Briefly describe your job responsibilities:

Personal Reference Form

Pursuant to Public Law 93-380, all letters of recommendation written after January 1, 1975 are not considered confidential unless the applicant waives right of access.

The signature below constitutes a waiver of the applicant's right of access to this recommendation should he/she be accepted into the Medical Laboratory Technician Program.

Signature _____ **Date** _____

If not signed, this recommendation can be available to the applicant. Iowa Central Community College prohibits discrimination and in its educational programs and activities on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, sexual orientation, gender identity, or associated preference. Iowa Central Community College also affirms its commitment to providing equal opportunities and equal access to Iowa Central facilities. For additional information on nondiscrimination policies, contact the Special Populations Coordinator, (515) 574-1045, Iowa Central Community College, One Triton Circle, Fort Dodge, Iowa 50501.

The applicant named below has requested admission to the Medical Laboratory Technician Program at Iowa Central Community College. Your response to this inquiry will assist the Admissions Committee in assessing the applicant. The program's faculty believes these are important items to be considered along with other data in predicting the potential professional success of persons in health care clinical settings. Your candid appraisal of the applicant's characteristics is vital to our evaluation and subsequent decisions. Your assistance is appreciated.

Applicants name: _____

How long have you known the applicant? _____

In what capacity do you know the applicant (supervisor, instructor, etc.)? _____

Please complete the following table by marking the appropriate box

	Exceptional Top 2%	above Average Top 1/3	average 50%	below average	Poor-Below 1/3	Unable to Judge
Responsibility – ability and willingness to accept responsibility; complete tasks, and honor commitments.						
Attitude – Displays positive actions and behaviors						
Problem Solving – Takes initiative and has the ability to identify, confront, and solve problem situations.						
Honesty – Extent to which the candidate displays an ethical code of integrity						
Motivation – Degree to which candidate applies self without prompting						
Appearance – Extent to which professional standards of neatness or cleanliness are met						
Stress/Anxiety – Ability to handle or cope with stressful/anxious situations						
Interpersonal Relationships – Ability to interact & communicate in a positive manner with co-workers and peers						
Respect – Demonstrates respect for self and others						
Constructive Criticism – Ability to clearly express oneself						
Verbal/Written Skills – Ability to clearly express oneself.						
Attendance Reliability						
Organizational Skills – Uses time wisely and prepares for upcoming events						

Please feel free to make comments explaining selections made in the previous table, as well as present additional information you believe would be relevant to this applicant's pursuit of admission.

Please check one of the following categories that best describes your overall rating of the candidate:

- Recommend with enthusiasm
- Recommend with confidence
- Recommend with reservations
- Do not recommend

Name of Evaluator (Please Print)

Signature of Evaluator (date)

Title/Position

Address

Phone number can be reached at.

Thank you for your cooperation in evaluating this applicant.

When completed with the evaluation, enclose this form in an envelope and sign over the sealed portion to ensure confidentiality. Return it to the applicant or send it to the address below.

Iowa Central Community College
Attn: Stacy Mentzer – MLT Coordinator
One Triton Circle
Fort Dodge, Iowa 50501

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- Recommend with reservations
- Do not recommend

Name of evaluator (Please Print)

Signature of Evaluator (date)

Title/Position

Address

Phone number can be reached at.

Thank you for your cooperation in evaluating this applicant.

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One Triton Circle
Fort Dodge, Iowa 50501

Iowa Central Community College
 Medical Laboratory Technician Program of Study
 (60 minute hour)

<u>First Semester</u>	Course Name	Lect. hrs	Lab hrs	Sem. hrs
BIO-168	Human Anatomy & Physiology I w/ Lab	45	30	4
HSC-113	Medical Terminology	30	30	2
MLT-111	Fundamentals of Laboratory Science	45	30	4
MLT-120	Urinalysis	30		
				3
		30		
CHM-110	Introduction to Chemistry			3
CHM 111	Introduction to Chemistry Lab		15	1
		<hr/>	<hr/>	<hr/>
		195	120	17
<u>Second Semester</u>				
BIO-173	Human Anatomy & Physiology IIA with Lab	45	30	4
BIO-186	Microbiology	30	60	4
MLT-133	Erythrocyte Hematology	30	30	3
MLT-171	Immunology & Serology	45		3
		<hr/>	<hr/>	<hr/>
		150	120	14
<u>Summer Session</u>				
PSY-111	Introduction to Psychology or			
PSY-121	Developmental Psychology	45		3
ENG-105	Composition I	45		3
		<hr/>		<hr/>
		90		6
<u>Third Semester</u>				
MLT-234	Leukocyte Hematology/Coagulation	45	30	4
MLT-250	Clinical Microbiology	45	30	4
MLT-241	Clinical Chemistry I	45	45	4.5
MLT-260	Immunohematology	30	60	4
		<hr/>	<hr/>	<hr/>
		165	165	16.5
<u>Fourth Semester</u>				
MLT-253	Parasitology & Mycology	30		2
MLT-243	Clinical Chemistry II	30		2
MLT-280	Clinical Practicum I			8
		<hr/>		<hr/>
		60		12
<u>Summer Session</u> <u>(9 weeks)</u>				
MLT-290	Clinical Seminar & Review	30		2
MLT-281	Clinical Practicum II			4.5
		<hr/>		<hr/>
		30		6.5
	Sub Total Clock Hours:	690		72
	Total Clock Hours: 1815			
	78 Weeks,			
	Average Clock Hours/Week: 23.27			