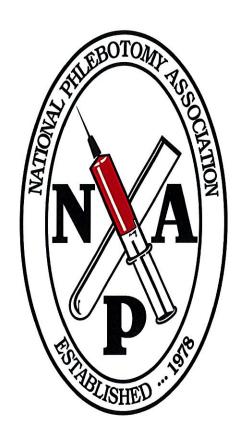
THE NATIONAL PHLEBOTOMY ASSOCIATION



APPLICATION FOR PROGRAM APPROVAL

1809 BRIGHTSEAT ROAD LANDOVER, MD 20785 PHONE: (301) 386-4200 FACSIMILE: (301) 386-4203

EMAIL: INFO@NATIONALPHLEBOTOMY.ORG

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NATIONAL PHLEBOTOMY ASSOCIATION Application for Program Approval

Sponsoring Agency:	
Website Address:	
Address:	City:
State: Zip Code:	Telephone Number:
Name and Title of Responsible Person: _	
Email Address:	

Include the following information:

- 1. Objectives Describe the expected outcomes of the learning experiences
- Briefly describe the content to be presented, methods of instruction, handouts and list of media to be used.
- 3. List number of instructional contact hours (omit registration and coffee breaks) A minimum of 200 hours must include a clinical experience. You may structure your program according to your discretion. Hours of instruction and hours of clinical experience must be clear. Proof of clinical i.e., contract with health care institution.
- 4. Describe the evaluation plan, submit copy of evaluation tool.
- 5. Identify each instructor; include a resume.
- 6. Submit a copy of the Program.

Submit two (2) sets of supporting documents and a \$800.00 non-refundable fee payable to the National Phlebotomy Association to:

Diane C. Crawford, CEO/Founder National Phlebotomy Association 1809 Brightseat Road Landover, MD 20785 (301) 386-4200



Criteria for Program Approval of a Phlebotomy Training Program

The agency may use current material in each category. This self-study is to be prepared in two (2) copies.

All recommendations are presented to the Board of Directors for Program Approval.

- Statement of philosophy, goals and purposes 1.
- 2. Capability statement
- Budget or audit system 3.
- 4. Objective of the program
- 5. Content of the program (listing all classes) projected calendar
- Description of location of school 6.
- 7. Curriculum vitae of faculty
- Teaching, methodologies (lecture, seminar, audio, visual, self study, etc.) 8.
- 9. Recruitment methods utilized
- 10. Method of assessing learner needs
- Record keeping system 11.
- 12. Contracts with cooperating agencies
- 13. Malpractice insurance
- Student handbook 14.
- 15. Drug testing, HIV (Aids) and HBSAG (Hepatitis, Syphilis and Gonorrhea)

*** All Programs Must Include the Following ***

Historical Perspective Medical Terminology Anatomy and Physiology Communication Phlebotomy Practical Cardio-Pulmonary Resuscitation (CPR) Point of Care

Stress Management Phlebotomy Techniques **Human Relations** Legal Aspects Infection Control Drug Awareness Professional Practices