HEALTHTRUST
Workforce Solutions

DIVISION SCOPE OF SERVICE

DIVISION: MIDAMERICA
Classification: PHLEBOTOMIST
Applicant Name:

Phlebotomist:
The Phlebotomist must have equivalent qualifications, competence and function in the same role as employed individuals performing the same or similar services at the facility, as defined by facility job description.

Definition of Care or Service:
The Phlebotomists are trained to draw blood from a patient for clinical or medical testing, transfusions, donations, or research. Scope of service may include:

- Performs pre-analytic testing responsibilities including clerical duties, data entry, specimen collection, and specimen processing. Ensures the proper amount of blood is taken and that all blood is properly labeled
- Verify the patient's or blood donor's identity is entered accurately into database
- Safely withdraw, test, catalog, and store blood samples that blood drives collect
- Ensure that all equipment is properly sanitized before it is used to collect blood
- Demonstrates Clinical and Service excellence behaviors to include code of HCA Healthcare conduct core fundamentals in daily interactions with patients, families, co-workers and physicians.

Setting(s):

- Healthcare facilities including but not limited to hospitals, outpatient treatment facilities, imaging centers, and physician practices

Supervision:

- Direct supervision of the Director/Section Manager/Coordinator/Operations Manager/Lead Technologist/Medical Technologist/Medical Laboratory Technician, the LTA
- Indirect supervision by department director, site manager or designee.

Evaluator: Department Director or designee in conjunction with supervising physician.

Tier: 3

eSAF Access Required: YES

Qualifications:

- High School/GED or higher
- Phlebotomy training program
- Certified as a Phlebotomist

NOTE: Where education may not be defined in qualifications area of the Scope, HCA Healthcare requires the highest level of education completed (not training or courses) confirmed on your background check.

State Requirements:

- N/A

Experience:

- At least 1 year experience in blood collection procedures, proper storage and handling of blood samples and safety precautions (Can be found on Skills Checklist)

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Competencies:
The Phlebotomists will demonstrate:

- Safe and effective operation of equipment
  - Maintains equipment in good working order
  - Demonstrates effective infection control practices related to equipment operation
- Accurate patient information review and evaluation
  - Uses at least two patient identifiers (name and date of birth)before treating or performing a procedure
  - Verifies that the medical record contains an appropriate (per hospital policy) history and physical and a complete physician order
  - Participates in the Safe Procedural and Surgical Verification process to verify the correct procedure, for the correct patient, at the correct site and involves the patient in the verification process when possible
  - Documents in the medical record according to the facility standard/policy
- Maintains a safe environment
  - Labels containers used for blood and specimens in the presence of the patient
- Infection Prevention
  - Practices consistent hand hygiene
  - Uses personal protective equipment (PPE)
  - Complies with Isolation precautions
  - Required immunizations per Division requirement

References:
N/A

Document Control:

- Content updates 6/13/2017
- Cosmetic updates 11/20/2019

Your signature confirms you will be able to comply with the Qualifications and Competencies listed within this Scope of Service and that you will confirm education via your background check.

Applicant Printed Name: _____

Signature: _____

Date: _____