



**Practicum in Health Science:
Phlebotomy Technician
Syllabus 2026 - 2027**

Welcome!

I want to welcome you to Practicum in Health Science: Phlebotomy Technician. Please review this syllabus carefully. It contains important information about course grades and behavior expectations. Read the syllabus, then please sign and return the signature page no later than Friday, August 21, 2026. Thank you!

Course Description:

The course is designed to give students practical application of previously studied knowledge and skills. Practicum experience can occur in a variety of locations appropriate to the nature and level of experience. The Phlebotomy Technician program is designed to train students to perform duties which include blood draw, storing blood and blood components, Venipuncture, and basic processing. Students will learn the circulatory system and its functions and pathology of diseases, law and ethics, critical policies and procedures including universal precautions, infection control, OSHA and CLIA guidelines, and how they apply to the Phlebotomy Technician's duties and responsibilities. Students will demonstrate knowledge and apply skills in using medical tools and equipment relevant to the function of a Phlebotomy Technician.

This course is recommended for students in Grades 11 and 12. Students will receive one credit for successful completion of this course.

Course Prerequisites:

1. Successful completion of Principles of Health Science.
2. Successful completion of Health Science Theory.
3. Successful completion of Biology.

Expectations and Goals:

To pursue a career in the health science industry, students should learn to reason, think critically, make decisions, solve problems, and communicate effectively. Students should recognize that quality health care depends on the ability to work well with others. Professional integrity in the health science industry is dependent on acceptance of ethical and legal responsibilities. Students are expected to employ their ethical and legal responsibilities, recognize limitations, and understand the implications of their actions.

Clinical Requirements and Expectations:

Prior to clinicals, students must have

1. Signed Student/Volunteer Acknowledgements
2. Current Flu vaccine *student expense (recommended)
3. Current Immunization record
4. Covid19 vaccination (recommended)
5. Signed Confidentiality Agreement

*During the clinical and lab section of the class, students will be in contact with blood, urine, and stool samples to practice specimen collection and laboratory procedures. Your instructor **MUST** be informed if there is any legitimate reason why a student would not be able to participate in the lab or clinical activities, as this is a **MAJOR** portion of the student's grade and part of preparation for the certification exam. Students who are unable to perform these duties **WILL NOT** be eligible to sit for the Phlebotomy Exam.*

ALL students will be required to wear scrubs on clinical internship days. Uniforms must be clean and unwrinkled. A clean solid white T-shirt may be worn under the clinical uniform. Other street clothes may not be worn under the clinical uniform. Uniform pants are to be worn at the waist and the hem should not drag on the ground. Sagging of uniform pants will result in disciplinary action. Students must wear tennis shoes or medical work shoes with their clinical uniform (scrubs). Deck shoes, open toe, or open back shoes are not permitted. A wristwatch with a second hand is required. Shoes and uniforms that do not meet the above requirements will result in loss of field experience/internship as well as a deduction in the professional grade. A professional appearance includes minimum jewelry: for both males and females small stud or hoop earrings in one hole, no necklaces; and long hair pulled up and off the shoulders; for males: well-groomed facial hair. Nails should not extend beyond the tip of the finger. Nail polish, if worn, should be pale in color and be free of chips. Artificial nails and acrylic overlays are **prohibited**.

Materials List:

Students are expected to bring the following items to class daily: ☐ School-issued Laptop ☐ Notebook/Binder & Paper ☐ Black Pen/pencil ☐ Watch with a second hand	Students are required to have the following items for labs: ☐ Program approved scrubs ☐ White tennis shoes – no crocs, no converse ☐ Watch with second hand ☐ Student Id badge ☐ 1 box latex free exam gloves ☐ 1 box band-aids ☐ 1 pack baby wipes ☐ Hand sanitizer
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Classroom Procedures: Students will be expected to adhere to the following class rules: 1. Respect will be shown to all students, instructors, and classroom guests. 2. Come to class prepared, ready to learn, and on time. 3. Remain in your assigned seat until directed to move or dismissed. 4. Use your best judgment to make quality choices during this course. 5. Put forth your best effort on every assignment and task for this course.	Cell Phone Policy ⊘ No cell phones, smartwatches, earbuds, Meta glasses, or tablets, etc. allowed during the school day (7:30am-3:45pm)—per Texas House Bill 1481.	
	YES	NO
	1. Students are expected to abide by the district cell phone policy. 2. Devices must be silenced and put away throughout the school day. 3. Violation of the cell phone policy will result in the device being picked up and taken to the office.	1. Using any personal communication at any time; this includes but is not limited to: cell phones, smart watches, earbuds, tablets 2. Removing any personal communication device from backpack at any time

Assignments:

Tests/Unit Assessment- Every unit will be concluded with a unit assessment of some sort. These may be written tests, practical examinations, or projects. Unit tests will be worth 100 points each. **Students must make a grade of 80% on all tests or internship documentation in order to receive a passing grade. Students who fail to achieve this 80% will be provided the opportunity to re-test. Students need to schedule a time for retesting with their instructor PRIOR to coming in for retesting if the test is completed on paper. All exams provided online have a time window that they will be open and available for re-testing. After this window has passed, the exam will close and WILL NOT be reopened. Students will receive the highest grade obtained on the exam.** Final Exam is comprehensive and will cover information from all course content. All students are required to take the final exam.

Quizzes- To gauge comprehension, short quizzes will be administered throughout each unit.

Classwork/Homework- Throughout the course, various types of classwork and homework may be assigned. **Students are expected to check Google Classroom DAILY for assignments, quizzes, announcements, and class updates. There will be reading assignments for each unit. Students are required to complete the required reading PRIOR to coming to class. Assigned reading may be found in class textbooks, provided PowerPoints, provided handouts, or assigned websites. Students are responsible for making sure they have access to the information needed to complete the reading assignments.**

Grading Policy for Kaduceus:

- Classwork/ Homework/ Participation: 50%
- Tests/ Projects/ Lab Activities and Reports: 50%

Grading Policy for BHS:

- Classwork/ Homework: 40%
- Quizzes/ Projects: 20%
- Tests: 40%

*****Students must achieve a grade of 80 or better on all tests and labs/clinicals to pass this course as required by Kaduceus. Students who fail to achieve this 80 will be provided the opportunity to re-test.**

*****Student averages on Ascender will determine pass/fail for BHS. Student averages on Kaduceus will determine eligibility for taking the phlebotomy certification exam.**

Missed Assignment Policy:

It is the responsibility of the student to arrange his/her make-up work. This should be done within 2 days of the missed class. If you know you will be absent the day an assignment is due, every effort should be made to submit the assignment *before* the missed class day.

Incomplete grades are given only in situations where unexpected emergencies prevent a student from completing the assignment. An "I" does not count against your grading average. Any missing assignment will be given an "M" for missing and will be posted until the next grading period. An "M" counts as a zero until it is cleared up and given a grade.

Late Assignment Policy:

All assignments should be completed and turned in on time. Students have one week to turn in assignments for partial credit. No assignments will be accepted after one week and will receive a zero.

Attendance:

Students are expected to attend class regularly. If you do plan to miss class, please speak with me ahead of time so that we can schedule assessments or give you the content we will be covering that day. If you do miss class, proper documentation should be provided.

Student Conduct Policy:

- Disruptive behavior will not be tolerated in the classroom, lab, or at clinical. Students displaying disruptive behavior will be required to leave the classroom, learning lab or clinical site.
- No food will be allowed in the classroom or lab during lecture or clinical learning events.
- Faculty are not responsible for personal items left in the classroom/lab/clinical site.
- No sleeping or non-class related conversation with other students when class is in session. Sleeping constitutes absence (see attendance policy).
- Students will show the same regard and respect for the manikin patient as for a real patient. Disrespect in a learning situation will be reflected in the course evaluation. Students are expected to be careful with the learning manikins and equipment. Breakage due to carelessness may result in a charge to the student for repair.
- No application of cosmetics or use of grooming products during class instruction.

Lab Safety Rules:

- Treat manikins with respect and dignity, they are your patients. They are to be covered and positioned in bed correctly when not in use. At the end of the day all beds need to be made correctly and all supplies are to be in the correct place and all trash needs to be cleaned up before ANYONE is dismissed for the day.
- NO FOOD OR DRINKS ALLOWED IN THE LAB!
- Use only pencils in the lab. Please do not use pens around the manikins.
- Be respectful of your classmates who are studying and practicing skills. Keep noise level to a minimum.
- You need to spend as much time in the lab as possible practicing your skills. You will be expected to know your skill information prior to evaluation.
- Wear proper attire (lab/clinical attire) when in the lab. No street clothes will be allowed in the lab.
- You will have 2 weeks after a skill is lectured and demonstrated to check off on that skill. If you do not check off on your skills in the time allotted, you will not be allowed to attend clinical. Do not procrastinate; check off on the skill as soon as you are ready. Practice the skill before requesting a check off appointment. You will be expected to KNOW the skill.

Academic Integrity & Professional Ethics:

As future healthcare professionals, honesty and integrity are essential. Cheating, plagiarism, falsifying work, or using unauthorized resources on assignments, skills check-offs, or exams will not be tolerated. Such actions not only violate school policy but also breach the ethical standards of the healthcare profession. Any violation will result in a zero for the assignment, possible removal from the program, and may be reported to the appropriate academic and professional authorities.

Practicum in Health Science TEKS — Summary

Course Purpose

The **Practicum in Health Science** course is designed to give students an opportunity to **apply previously learned health-science knowledge and skills in practical settings**. Experiences may take place in different locations depending on the student's health-care pathway and level of experience.

The course emphasizes the transition from **classroom learning to workplace application**. Students are expected to develop the professional, technical, communication, safety, ethical, and problem-solving skills needed for employment or continued education in health science.

Major Areas of the TEKS

TEKS Area	Student Expectations
1. Professional & Employability Skills	Communicate clearly, work as a team, demonstrate professionalism, and develop workplace skills.
2. Academic & Technical Skills	Apply mathematics, science, English language arts, and social sciences to health-care situations; interpret data and technical information; create reports and presentations.
3. Communication	Use verbal and nonverbal communication, accurately report information, communicate therapeutically, and reduce communication barriers.
4. Health-Care Skills	Demonstrate medical terminology and health-care skills and evaluate performance for continued improvement.
5. Ethics & Legal Responsibilities	Follow professional standards, understand ethical and legal responsibilities, and analyze cases involving unethical behavior.
6. Safety & Infection Control	Apply standard precautions, safe patient handling, infection-control practices, body mechanics, and hazardous-material procedures.
7. Career Development	Identify transferable skills, explore health-care careers, and investigate career pathways and opportunities.
8. Patient Monitoring & Documentation	Recognize indicators of health status and document information according to facility procedures.
9. Extended Learning	Participate in community service, career and technical student organizations, and professional organizations.

These nine areas correspond to the knowledge and skills in §130.233.

IMPORTANT NOTICE

This syllabus provides an overview of course expectations. The teacher, school district, and Kaduceus may make reasonable changes to the course schedule, assignments, assessments, and procedures when necessary.

All course policies are subject to the current **Student/Parent Handbook, district policies, campus procedures, and applicable Texas law.**