



Division of Health Sciences • 101 Cunningham Blvd • Booneville, Mississippi 38829
Phone (662) 720-7236/(800) 555-2154 Fax (662) 720-7215

Dear Student,

Thank you for expressing an interest in the Medical Laboratory Technology Program at Northeast Mississippi Community College.

The Medical Laboratory Technology Program is designed to prepare the graduate to work in a medical laboratory under the supervision of a medical technologist or pathologist and/or other physicians. They perform a wide range of routine tests and laboratory procedures in the areas of hematology, bacteriology, blood banking, chemistry, parasitology, serology and urinalysis. The Medical Laboratory Technician performs these tests to help physicians diagnose and treat disease.

To be considered a current applicant, you must fill out a Medical Laboratory Technology application and sit for a personal interview with us by May 1st. During the interview, program officials will explain the profession, the curriculum, and the requirements for successful completion of the program as well as answer any questions you might have. If you would like to proceed with the application process, please contact Shannon Goolsby (720-7388), Rosalyn Singleton (720-7403), or Rita Murry (720-4084) to set up a time for an interview.

Rita Murry, MA, MT (ASCP)
Program Director
MLT Program

Shannon Goolsby, MT (ASCP)
Clinical Coordinator
MLT Program

Rosalyn Singleton, MT (ASCP)
Faculty
MLT Program

Medical Laboratory Student Job Description

Job Summary:

The Medical Laboratory Technician Student obtains clinical education, training and experience in the hospital laboratory. The MLT student utilizes college classroom activities and training in actual working conditions. The student is trained and supervised by Medical Technologists and other qualified Medical Laboratory Technicians. The MLT student is taught laboratory methods and procedures but does not report laboratory results unsupervised. The MLT student is instructed in age specific needs for performing, evaluating and resulting lab procedures for the diagnosis and care of patients.

Job Relationships:

Responsible to the Laboratory Director, Teaching laboratory employees. May obtain guidance from Pathologists, physicians, or other hospital employees. Communicates with laboratory employees. May obtain exposure to working relationships with Pathologists, physicians, lab staff, or other hospital employees and patients.

Responsibilities and Authorities:

The responsibility of the MLT student is to obtain a basic understanding of medical technology and laboratory function by learning test procedures, equipment operations, technical skills and laboratory theory. The work performed includes:

- Rotates through all clinical sections of the laboratory and follows the outline of study for each area.
- Completes performance checklists
- Completes written/reading assignments
- Learns clinical, skills and competency in test performance
- Demonstrates accuracy, organization, dependability, initiative, and consciousness in student performance
- Performs other related duties as assigned or requested
- Communicates clearly with co-workers, other hospital staff, patients and the public.
- Participates in quality assurance data collection, data analyses and data interpretation
- Participates in the hospital safety management/infection control programs
- Participates and attends in hospital and departmental inservices and continuing education programs
- Performs other related duties as assigned or requested

Qualifications:

Education: Participant in a College Medical Laboratory Technician Program in pursuit of an Associates degree in Applied Science and eligibility for registry by a recognized certification agency.

Job Knowledge: Should utilize college classroom training and education in the clinical setting

Essential Functions:

Physical requirements: Major activities of this job include frequent walking, standing, and light physical effort performed on a level surface. Some carrying, lifting, kneeling, bending, reaching and squatting are involved in lab inventory control, instrument operation and repair and phlebotomy procedures. Testing procedures require the MLT student to use a computer and telephone and employ writing and organizational skills. Electronic and highly technical instrumentation is involved in the job responsibilities. General repair tools such as screwdrivers and wrenches are also used in equipment repair.

Manual dexterity, mobility and good vision that includes near acuity, depth perception and accommodation are physical requirements necessary for test performance and close technical work

Communication requirements: Communication expected of the MLT student includes writing, speaking, hearing, and dealing with the public. Electronic communications via computers, printers, interfaces and fax machines are utilized in this job role. Inter-relationships define the broad level of communication needs involved in these technical responsibilities.

Cognitive requirements: Cognitive requirements for the MLT student include reading, writing, simple arithmetic, math reasoning, algebraic relations, weighing, measuring, and analyzing data and report information. Judgment and actions required of the MLT student in performing and reporting analyses under supervision could result in decisions regarding patient management.

Working environment/safety: The laboratory work environment is indoors with major activities of the MLT student performed at a work bench. There are mechanical, electrical, chemical, and infectious material hazards in existence.

Infectious material hazards involve regular exposure to disease-bearing specimens, body fluids, wastes and risk of blood-borne disease. Electrical and mechanical hazards exist in areas of equipment use. Laboratory testing procedures may expose the MLT student to some odorous chemicals and specimens. Phlebotomy procedures require contact with patients under a wide variety of circumstances and conditions. The work environment in the laboratory is subject to frequent interruptions and at times, irregular hours. Occasional pressure due to multiple calls and inquires exists.

Safety for the MLT student is provided in the form of personal protective equipment and barrier precautions. Gloves, face shields, goggles, fluid resistant lab coats and manual pipetting devices are in use in the laboratory. Additionally, adequate lighting, ventilation, adjustable work surfaces, sufficiently located utilities and area security are present in the laboratory.

General Statement:

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

For additional information, visit the following web sites: www.ascp.org and www.naacls.org.

**Medical Laboratory Technology
Cost Breakdown 07/22/09
Instate**

(All fees subject to change without notification)

Tuition (4 full time semesters plus 13 part time hours) (945 x 4) + (105 x 13)	5145
Books and supplies (200/semester + 250 A&P)	1250
Hepatitis vaccination (three shot series)	150
Malpractice (15/year)	30
Uniforms (2 sets/clinical) @ 40/each set	240
Travel (estimate) (120 miles/day/8 weeks + 60 miles/day/8 weeks +40 miles/day/8 weeks @ 50.5 cents/mile)	4444
Certification Exam	150
Parking (30/year)	60
IDs (15/semester)	60
Physical Exam	150
CPR cards (if taken at NEMCC)	5



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MEDICAL LABORATORY TECHNOLOGY - APPLICATION FOR ADMISSION

Date: _____ Social Security Number: _____

Name: _____
Last First Middle Maiden

Address: _____
Street/Apt. #/ P.O. Box City State Zip Code

Email address _____

Telephone #s: Home _____ Cell _____

List all colleges attended (including NORTHEAST MS CC) and dates of attendance:

Expected Date of Enrollment: _____
(If requesting *readmission*, indicate which semester: 1st _____ 2nd _____ 3rd _____ 4th _____).

Answer the following question. Applications submitted without an answer will be considered incomplete and may delay your ability to enter the program.

YES	NO	Do you understand that you will submit a notarized affidavit and/or criminal background check/fingerprinting and must have no disqualifying offenses as listed in Section 45.33.23(f) of the MS Code in order to be admitted into the Medical Laboratory Technology program? (Please ask if you do not understand).
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Please indicate with any that currently apply to you:

- Paramedic
- BS, BA or higher level degree
- EMT
- Allied Health program certification/licensure
- Certified Nursing Assistant
- High School Health Occupations course completed

Date & place degree/certificate was awarded: _____

PLEASE NOTE: You are responsible for providing copies of certificates, etc. to validate the above information. Documentation must be submitted to the Program Director's office by the deadline date to receive points on the rating scale.

I attest the information provided on this application is true and accurate. I understand any falsification of the information invalidates the application. I also understand that I must contact the Medical Laboratory Technology Program officials to set up a personal interview.

Signature: _____ Date: _____

****FOR OFFICE USE ONLY****

NORTHEAST MISSISSIPPI COMMUNITY COLLEGE
Rating Scale for Medical Laboratory Technology
(Revised 8/31/09)

Applicant _____ SS# _____

Date of Application: _____

CRITERIA		VALUE POINTS			TOTAL POINTS																																	
1	ACT Composite (List actual score) e.g. 20 ACT = 20 points Below 17 = 0 points	ACT composite = value points ACT _____																																				
2	MLT Related Student (Full Time) MLT faculty must have interviewed and pre-registered student for that semester.	*One semester = 2 points *Two semesters = 5 points																																				
3	Overall college GPA	3.50 – 4.00 (7 points) 3.00 – 3.49 (5 points) 2.50 - 2.99 (3 points) 2.25 – 2.49 (1 point)																																				
4	Academic courses taken with assigned point value as follows: A = 5 points B = 3 points C = 1 point **Withdrawals and F's = deduct 1 point per W or F. **D's in required science courses = deduct 1 point.	<table border="1"><thead><tr><th>Course</th><th>Grade</th><th>Points</th></tr></thead><tbody><tr><td>A/P I</td><td></td><td></td></tr><tr><td>A/P II</td><td></td><td></td></tr><tr><td>ENG 1113</td><td></td><td></td></tr><tr><td>MAT 1233</td><td></td><td></td></tr><tr><td>SPT</td><td></td><td></td></tr><tr><td>FA elect</td><td></td><td></td></tr><tr><td>SS elect</td><td></td><td></td></tr><tr><td>Micro</td><td></td><td></td></tr><tr><td>Chem with Lab</td><td></td><td></td></tr><tr><td>**W/F/D</td><td></td><td>-</td></tr></tbody></table>	Course	Grade	Points	A/P I			A/P II			ENG 1113			MAT 1233			SPT			FA elect			SS elect			Micro			Chem with Lab			**W/F/D		-			
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5	Number of non-req./non-related courses taken at NEMCC with a grade of C or higher	(Max. 9) x 1 point Sub total: _____																																				
6	Residency e.g. Corinth, MS = 3 points	NEMCC District = 2 points Mississippi = 1 point																																				
7	Professional Commitment: Documentation must be in the Program Directors office by the deadline dates to earn point(s) – This is the student's responsibility.	<table><tbody><tr><td>___ Paramedic</td><td>3</td></tr><tr><td>___ BS of higher degree</td><td>3</td></tr><tr><td>___ EMT</td><td>2</td></tr><tr><td>___ Allied Health program cert/licensure</td><td>2</td></tr><tr><td>___ Cert. Nurse Assistant</td><td>2</td></tr><tr><td>___ High School Health Occupations Course</td><td>1</td></tr></tbody></table>	___ Paramedic	3	___ BS of higher degree	3	___ EMT	2	___ Allied Health program cert/licensure	2	___ Cert. Nurse Assistant	2	___ High School Health Occupations Course	1																								
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