

College of DuPage



Phlebotomy Certificate Program

The Phlebotomy certificate program provides students' with didactic, laboratory practice, and a clinical experience in preparation for a health profession as a Certified Phlebotomist

Andrea Stone MPA, MLS(ASCP)
Program Chair
(630) 942-4331
stonea127@cod.edu

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College of DuPage Phlebotomy Certificate Program

Phlebotomy is the procedure to withdraw blood for the purpose of medical evaluation, diagnosis and treatment. Phlebotomists are also responsible for receiving and processing specimens for laboratory testing. Phlebotomists are employed in a variety of patient care settings including; clinical laboratories, physician offices, convenient/urgent care centers, blood donor centers, and insurance companies. Basic electrocardiography (EKG) is included in the certificate as many outpatient facilities require phlebotomists to perform basic EKGs as well as routine blood draws. The skill of performing EKGs allows the phlebotomist additional opportunities for employment.

The phlebotomist must create an atmosphere of trust and confidence with patients while collecting blood specimens in a skillful, safe and reliable manner. Phlebotomists must be detail oriented with good organizational skills as they often work independently. They must strive for accuracy, work well under pressure and communicate effectively as they are a vital member of the health care team.

According to Career Coach, phlebotomists are earning around \$36,669 per year, while highly experienced workers can earn as much as \$50,459. The wage per hour has continued to climb due to the shortage of qualified/certified phlebotomists.

Mission Statement

The Phlebotomy program provides students with didactic, laboratory practice, and a clinical component in preparation for a profession as a Phlebotomy Technician. Upon completion, the student will function as an integral member of the health care team with competence and confidence.

Standard Skills in Phlebotomy

To participate in the Phlebotomy program, students must possess additional non-academic skills. These skills are consistent with the duties of the entry-level technician in a professional position. These skills, which protect the health and well-being of patients, may include but are not limited to the ability to:

- Move, adjust and maintain equipment while performing phlebotomy and EKG procedures.
- Position patients for procedures.
- Respond appropriately to sounds such as the patient's voice and movements at a normal conversational volume.
- Demonstrate visual acuity to assess the equipment (needle) and to differentiate the colors of the blood collection tubes.
- Manipulate the appropriate equipment for blood collection including computers.
- Perform for a prolonged period on your feet without breaks in a typical shift of eight hours.
- Communicate orally and in writing in the English language with patients, doctors and other personnel clearly and effectively.
- Follow verbal and written direction in the English language.

If you are uncertain of your ability to perform these essential functions or feel you need reasonable accommodations to perform them, please consult with Special Student Services.

Policies and Procedures

All Nursing and Health Science Division policies and procedures are found on our [Division website](#). It is the students' responsibility to ensure they have reviewed and understand the policies and procedures. The Nursing and Health Science Division reserves the right to change, at any time, without notice, these policies and procedures.

Estimate of Program Cost

Please visit the [Program Costs webpage](#) for estimated cost.

Academic Prerequisites

Completion of or concurrent enrollment of Health Science (HLTHS) 1110 Biomedical Terminology with a C or higher.

Course Requirements

The number of students registered into Phlebotomy courses is determined by the current availability of clinical sites. Students will be assigned a clinical site that offers adequate mentoring in an appropriate learning environment. HLTHS 1124 Phlebotomy Clinical is a permit only course and is scheduled the following semester after HLTHS 1122.

The Phlebotomy certificate program is an intensive curriculum with course work in Basic Phlebotomy (HLTHS 1122), Basic EKG (HLTHS 1126) and a Phlebotomy Clinical (HLTHS 1124). The clinical experience is designed to meet the standards of the American Society of Clinical Pathology (ASCP) Board of Certification (BOC) to allow students to sit for certification through ASCP.

Clinical placement is the decision of the program coordinator.

Prerequisite or concurrent enrollment in HLTHS 1122 or 1126

HLTHS 1110	Biomedical Terminology	3 credit hours
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1st Semester

HLTHS 1122	Basic Phlebotomy	4 credit hours
HLTHS 1126	Basic EKG	2 credit hours

Students must receive a C or higher in above course to continue with the clinical component.

2nd Semester

HLTHS 1124	Phlebotomy Clinical	2 credit hours
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Students must commit a minimum of three 8-hour days per week (Monday - Friday) to the phlebotomy clinical assignment. Evening hours are not available or weekends.

Total credits for certificate

11 credit hours

Upon completion of the Phlebotomy program requirements students are eligible to sit for the **American Society of Clinical Pathology (ASCP) Phlebotomy Technician Exam (PBT)**. Upon successful completion of this exam, the student becomes credentialed as a Certified Phlebotomy Technician (PBT ASCP). ASCP certification is recognized throughout the United States, with the exception of California. Students can also petition to receive a certificate from the college upon completion of the required courses through the Records Office.

Clinical Requirements must be completed before registering for **HLTHS 1124**

1. ***Prior to starting clinicals, all students need to complete various health requirements and a drug screen. Do not complete these requirements until you are instructed to do so.*** The Health Requirements packet is available on the [Health Sciences Admissions](#) site and the program webpages. Students with chronic medical conditions and physical limitations are required to submit documentation of current health status relating to their specific condition. The statement should include the physician's assessment as to the student's ability to meet the program objectives and standard skills in phlebotomy, and the current medications the student is required to take for health maintenance.
2. **Criminal Background Check** required before beginning the clinical assignment. If a student is found guilty of a felony, clinical facilities may disallow a clinical assignment.
3. **CPR for Health Providers Certification** through the American Heart Association
4. **Proof of Health Insurance:**
Students are expected to provide proof of a **Comprehensive Health Insurance Plan** prior to clinical rotations. The comprehensive health insurance plan must cover you **throughout the length of your clinical experience**, which in most cases, consists of the entire length of the program. If you are in need of Health Insurance, please see important dates below and visit <https://cod.studentbenefitplans.com/bpg-insurance-individual/>.

IMPORTANT DATES:

November 1st – January 15th- Open Enrollment

If you will need health insurance ANYTIME in 2026, you must apply during the current open enrollment period.

December 15th: Deadline to enroll in a plan that will start January 1st, 2026.

January 15th: Deadline to enroll in a plan that will start February 1st, 2026.

After January 15th – enrollment is closed.

If you miss open enrollment but have a qualifying life event, you can apply during a [Special Enrollment Period](#).

While we **cannot** guarantee your official acceptance into the program, you need to be aware that there is short timeframe of when you are able to purchase a Health Insurance plan. The purpose of this step is to make you aware and that the time to research and purchase is **NOW**. Purchasing

health insurance outside of this timeframe will take months and may prohibit your admittance into the Program. **NOTE:** Obtaining Health Insurance is NOT an application requirement but it is a requirement to be in the program.

Note: Please see specific program registration or admission packets for detailed information on when to begin completing health requirements, drug tests, CPR, criminal background checks and proof of insurance submission. Timing varies depending upon either entrance to or participation in the clinical component of a given program. Funds paid to Edward Corporate Health or to a personal health care provider/ source, CastleBranch.com, insurance companies, and funds used towards CPR completion are not eligible for any sort of refund from College of DuPage if the required course(s) are not successfully completed.

Clinical sites available (subject to change)

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| • Alexian Brothers Medical Center | Elk Grove Village |
| • Central DuPage Hospital (CDH) | Winfield |
| • Edward Hospital | Naperville |
| • Elmhurst Memorial Hospital | Elmhurst |
| • Glen Oaks Medical Center | Glendale Heights |
| • Good Samaritan Hospital | Downers Grove |
| • Quest Diagnostics | Various locations |
| • Rush Copley Hospital | Aurora |
| • Silver Cross Hospital | New Lenox |
| • St. Alexius Medical Center | Hoffman Estates |