Dear Prospective MLT Student,

It is my pleasure to introduce you to the field of medical laboratory technology. Medical Laboratory Technicians (MLTs) perform a wide variety of clinical laboratory tests, and are of critical importance in the healthcare workforce. Our program here at Volunteer State is a “one plus one” program of study. During the first year, students complete prerequisite and general education courses, including a three credit course MLAB 1301 - Introduction to Medical Laboratory Technology. MLAB 1301 is offered in the spring semester, which is also when students can apply to the program. Upon acceptance into the program, students then complete their second year taking MLT program courses, including clinical rotations at our affiliated hospitals. After graduation, students are awarded an Associates of Applied Science degree (AAS), and are eligible for both Tennessee State professional licensure and to sit for the national certification examination. I encourage you to further explore this profession and our MLT program here at Volunteer State.

If you would like to schedule an advising session, please contact me at 615-230-3363, or email kimberly.helton@volstate.edu.

Sincerely,

Kimberly Helton, MS, MLS (ASCP)  
MLT Program Director  
kimberly.helton@volstate.edu

revised: 5/2022
Description of the Medical Laboratory Technician Profession:
Medical Laboratory Technology (also known as Clinical or Medical Laboratory Science) is a profession which combines the challenges and rewards of both medicine and science. A Medical Laboratory Technician (MLT) performs a wide range of laboratory tests that aid in monitoring health, helping a patient's recovery, or diagnosing diseases. Clinical laboratory science is a dynamic profession that continually changes as new medical knowledge is discovered.

Mission of Program:
The purpose of the Medical Laboratory Technician (MLT) Program is to prepare students for an entry-level position in the medical laboratory as well as to pass their national board certification exam and qualify for State professional licensure. It is the mission of the Medical Laboratory Technician Program to provide well trained, professional, knowledgeable and competent Medical Laboratory Technicians to serve the healthcare community and public.

Students learn the theory and principles behind the tests they perform and learn to correlate test results with a patient’s conditions. Additionally, students earn general education credits, including math, science, humanities, composition and communications which lead to an Associate in Applied Science (A.A.S.) Degree.

Program Goals:
Upon completion of the program, the student will:
- Demonstrate the ability to comprehend, apply, and evaluate clinical information relevant to their role as a Medical Laboratory Technician.
- Demonstrate the technical competency in all skills necessary to fulfill their role as a Medical Laboratory technician.
- Demonstrate personal behaviors consistent with professional and employer expectations as a Medical Laboratory technician.

Time Course of Program:
The Associate of Applied Science degree in Medical Laboratory Technology is a “one-plus-one” program of study. The first year the student is considered a Health Sciences AS major, and coursework consists of general education courses. At the end of the spring semester while enrolled in MLAB 1301 Introduction to Medical Laboratory Technology course, students apply for admission to the MLT program. After admission into the program, students are considered to be MLT students and will begin the second year. The second year is a three-semester, full-time program of study starting in May of each year. The summer and early fall are spent in the classroom and student laboratories. The late fall and spring are spent in clinical rotations. Clinical rotations consist of 8 hours/day, Monday through Thursday. Students are involved in the educational training for a period of twelve months in order to meet requirements of the program and to fulfill requirements of the Associate of Applied Science Degree. This is a nontraditional course of study so hours of study and length of semester may not be parallel to Volunteer State Community College semesters, holidays, and/or breaks.
Medical Laboratory Program
Pre-Program Checklist

1. _____Complete all College Admission Criteria (http://www.volstate.edu/Admissions/).

2. _____Successful completion of co-requisite courses (if required) as determined by the ACT and/or placement test scores. (http://www.volstate.edu/learningcommons)

3. _____Complete and submit the online MLT Program Application no later than March 15th. The application form is available at http://volstate.edu/medlabtech/application-form.php.

4. _____Three reference forms completed and submitted to the Program office no later than April 1st. Reference forms can be found in the information packet located at http://www.volstate.edu/MLT

5. _____Complete all general education courses required for the Associate of Applied Science Degree in Medical Lab Technology and maintain a minimum 2.20 GPA in these courses. Additionally, all students must successfully complete Computer Applications INFS 1010 or take the computer competency exam prior to the April interview process. For additional information visit: http://www.volstate.edu/ComputerLiteracy/.

GENERAL EDUCATION COURSES:

<table>
<thead>
<tr>
<th>Category</th>
<th>Course</th>
<th>Credits</th>
<th>Completed</th>
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</thead>
<tbody>
<tr>
<td>• BIOL 2010</td>
<td>Human Anatomy &amp; Physiology I</td>
<td>4</td>
<td></td>
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<tr>
<td>• BIOL 2020</td>
<td>Human Anatomy &amp; Physiology II</td>
<td>4</td>
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<tr>
<td>• CHEM 1030</td>
<td>Fundamentals of Chemistry <strong>OR</strong></td>
<td>4</td>
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<tr>
<td>• BIOL 2230</td>
<td>Microbiology</td>
<td>4</td>
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<tr>
<td>• ENGL 1010</td>
<td>English Composition I</td>
<td>3</td>
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<tr>
<td>• MATH 1010 (or higher)</td>
<td>Math for General Studies</td>
<td>3</td>
<td></td>
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<tr>
<td>• MLAB 1301</td>
<td>Intro to Med Lab Tech <strong>(Spring)</strong></td>
<td>3</td>
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<tr>
<td>• PSYC 1030</td>
<td>General Psychology</td>
<td>3</td>
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<tr>
<td>• Humanities/Fine Arts</td>
<td>ONE of the following:</td>
<td>3</td>
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</tr>
</tbody>
</table>

- ART 1035 - Introduction to Art
- ARTH 2000 - Art History Survey I
- ARTH 2020 - Art History Survey II
- ENGL 2860 - Introduction to Film
- MUS 1030 - Introduction to Music
- PHIL 1040 - Introduction to Philosophy
- PHIL 1030 - Introduction to Ethics
- THEA 1030 - Introduction to Theatre

- Elective requirement: 3

   CHOOSE ONE OF THE FOLLOWING COURSES (3 CREDITSEACH):
   - AHC 115-Medical Terminology
   - COMM 2025 - Fundamentals of Speech **or** COMM 2045-Public Speaking
   - INFS 1010-Computer Applications
   - Including any of the following social science courses:
     - ECON 2100-Macroeconomics
     - ECON 2200-Microeconomics
     - GEOG 1015-Physical Geography
     - GEOG 1012-Cultural Geography
     - GEOG 2010-World Regional Geography
     - HED 120-Introduction to Wellness
     - INFS 1010-Introduction to Political Sci.
     - INFS 1030-American Government
     - POLS 1010-State and Local Government
     - PSYC 2120-Social Psychology
     - PSYC 2130-Life Span Psychology
     - SOCI 1010-Introduction to Sociology
     - SOCI 1040-Social Problems
6. Complete an interview for screening purposes. Applicants will be contacted at the end of March for interview dates. ***NOTE*** Special consideration is given to those with previous health-care experience, high GPA in science courses, knowledge of the profession, and a good interview score. Preference is given to in-state residents.

7. After conditional acceptance into the program is granted, students must pass a background check and demonstrate immunity to Hepatitis B (or show proof of receiving the first Hepatitis B vaccine or sign a waiver refusing the vaccine) before formal acceptance is granted. Either the failure to provide the required results by the due date or failing the background check will make the student ineligible for enrollment in this program. Students will have to pass a drug screen later in the program in order to continue to clinical rotations. The background check, urine drug screens, Hepatitis B vaccine and other health screens are performed at the student’s expense. (There are several health screening requirements including various vaccinations and health insurance. Specific details are given to students after conditional acceptance into the program is granted.)

Additional Program Information:

Accreditation:
Accreditation for this program has been granted through:
NAACLS (National Accrediting Agency for Clinical Laboratory Science)
5600 N River Rd, Suite 720
Rosemont, IL 60018
(847) 939-3597 www.naacls.org

Location:
The program director has an office on the Volunteer State Community College’s main campus in Gallatin, TN. All MLT courses except the clinical practicums are taught on the Gallatin main campus.

Clinical practicums take place in area hospitals including:
- Centennial Medical Center
- Hendersonville Med. Center
- St. Thomas Hospital-West
- Skyline Medical Center
- Sumner Regional Med Ctr
- Cookeville Regional Med. Ctr
- Southern Hills Med. Center
- Northcrest Medical Center
- Livingston Regional Med Ctr
- St. Thomas - Rutherford
- St. Thomas Hospital-Midtown
- Tennova Lebanon
- Stonecrest Medical Center
- Pathgroup Laboratories
- Greenview Regional Med Ctr

Essential Functions:
As dictated by leading professional organizations in the field of laboratory science, Essential Functions represent the non-academic requirements of the program that all students must master to successfully participate in the program and become employable. A list with full expectations can be found on the program’s website. Essential functions include the following topics:

1. Vision
2. Speech and Hearing
3. Motor Functions
4. Behavioral Requirements
5. Physical Requirements
6. Critical Thinking
7. Professionalism

Professional Resources:
You may wish to further research the Medical Laboratory Technology field by reviewing professional journals or visiting professional websites. Suggested journals, professional websites, and websites for national board certification exams include:

Journals: LabMedicine http://www.labmedicine.com/
Advance for Laboratory Professionals http://laboratorian.advanceweb.com/
Medical Laboratory Observer http://www.mlo-online.com/
Clinical Laboratory Science (published through ASCLS)
AMT Events (published through AMT)

Professional and Licensing websites:
Tennessee Medical Laboratory Board http://www.tn.gov/health/topic/ML-board1
American Society of Clinical Pathologists http://www.ascp.org/
American Society for Clinical Laboratory Science http://www.ascls.org/
American Medical Technologists http://www.americanmedtech.org/
SUGGESTED SAMPLE SCHEDULE:

**Required General Education and Major Core Courses:**

<table>
<thead>
<tr>
<th>FALL - first year</th>
<th>Course</th>
<th>Hrs</th>
<th>Taken</th>
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</thead>
<tbody>
<tr>
<td>ENGL 1010</td>
<td>English Composition I</td>
<td>3</td>
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<tr>
<td>BIOL 2010</td>
<td>Human Anatomy &amp; Physiology I (Lecture and Lab)</td>
<td>4</td>
<td></td>
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<tr>
<td>MATH 1010-or higher</td>
<td>Math for General Studies</td>
<td>3</td>
<td></td>
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<tr>
<td>PSYC 1030</td>
<td>General Psychology</td>
<td>3</td>
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</tr>
<tr>
<td>Elective</td>
<td>*See above for options</td>
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<tr>
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<table>
<thead>
<tr>
<th>SPRING - first year</th>
<th>Course</th>
<th>Hrs</th>
<th>Taken</th>
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</thead>
<tbody>
<tr>
<td>Fine Arts/Humanities</td>
<td>*See above for options</td>
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<td></td>
</tr>
<tr>
<td>BIOL 2020</td>
<td>Human Anatomy &amp; Physiology II (Lecture and Lab)</td>
<td>4</td>
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<tr>
<td>Science Elective: Choose one</td>
<td>BIOL 2230-Microbiology (Lecture and Lab), CHEM 1030-Fundamentals of Chemistry (Lecture and Lab), or a higher level Chemistry</td>
<td>4</td>
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<tr>
<td>MLAB 1301</td>
<td>Intro to Medical Laboratory – offered Spring semester only</td>
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<tr>
<td>Total</td>
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Courses AFTER ACCEPTANCE INTO PROGRAM

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<tr>
<th>SUMMER - second year</th>
<th>Course</th>
<th>HRS</th>
<th>Taken</th>
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<tbody>
<tr>
<td>MLAB 2401</td>
<td>Clinical Chemistry</td>
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<tr>
<td>MLAB 2402</td>
<td>Hematology/Hemostasis</td>
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<tr>
<td>MLAB 2403</td>
<td>Clinical Microbiology</td>
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<thead>
<tr>
<th>FALL - second year</th>
<th>Course</th>
<th>HRS</th>
<th>Taken</th>
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<tbody>
<tr>
<td>MLAB 2201</td>
<td>Clinical Immunology</td>
<td>2</td>
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<tr>
<td>MLT 2202</td>
<td>Urinalysis and Body Fluids</td>
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<tr>
<td>MLAB 2301</td>
<td>Immunohematology/Blood Bank</td>
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<tr>
<td>MLAB 2130</td>
<td>Seminar I</td>
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<td>MLAB 1501</td>
<td>Clinical Practicum I</td>
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<tr>
<th>SPRING - second year</th>
<th>Course</th>
<th>HRS</th>
<th>Taken</th>
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<tr>
<td>MLAB 2270</td>
<td>Seminar II</td>
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<td>MLAB 1520</td>
<td>Clinical Practicum II</td>
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<tr>
<td>MLAB 2510</td>
<td>Clinical Practicum III</td>
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<td>Total</td>
<td>12</td>
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</table>

Program Total: 67

Demonstrating computer competency is a graduation requirement. This can be accomplished by taking the elective course INFS 1010 or by taking the CCE exam.

All course descriptions can be found on the college’s online catalogue. [http://catalog.volstate.edu/](http://catalog.volstate.edu/) (All program courses have the prefix ‘MLT.’)
Volunteer State Community College
Medical Laboratory Technician Program Reference Form

Applicant's Name ___________________________ Vol State ID Number ________________

TO THE APPLICANT: Three reference forms are due in the MLT or Health Science office by April 1st, no exceptions.

Applicant's signature ___________________________ Date ________________

TO THE REFERENCE: This applicant has applied to the Medical Laboratory Technician Program at Volunteer State Community College and has given your name as a reference. Your candid evaluation of the applicant's qualifications will be greatly appreciated. Mail the completed form directly to Volunteer State Community College · Medical Laboratory Technician Program · 1480 Nashville Pike · Gallatin, TN 37066. Do not return this completed form to the applicant unless it is in a sealed envelope.

How do you know this applicant and for how long? ___________________________

<table>
<thead>
<tr>
<th>Characteristics</th>
<th>Superior 5</th>
<th>4</th>
<th>3</th>
<th>2</th>
<th>Poor 1</th>
<th>Not Applicable</th>
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<tbody>
<tr>
<td>Academic Potential</td>
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<td>Adaptability</td>
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<td>Attendance</td>
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<td>Emotional Stability</td>
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<td>Independence</td>
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<td>Leadership</td>
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<td>Math &amp; Computer Skills</td>
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<td>Maturity</td>
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<td>Oral Communication</td>
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<td>Organization</td>
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<td>Punctuality</td>
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<td>Reliability</td>
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<td>Responsibility</td>
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<td>Team Work</td>
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<tr>
<td>Written Communication</td>
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</table>

COMMENTS: Please add any comments that will provide a complete picture of the applicant's abilities and potential as a student and health care professional. Use an extra page if necessary. ___________________________

Reference's Name: ___________________________

Organization & Title: ___________________________ Phone Number: ___________________________

Signature: ___________________________ Date: ___________________________
1. **VSCC Application Fee**  
   $20.00

2. **Books (estimated)**
   - Summer semester  $500.00
   - Fall semester  $300.00
   - Spring semester  $200.00

3. **Clinical costs (estimated)**
   - Physical examination  possibly no cost
   - Disease screening (titers)  $80.00
   - Hepatitis B immunization and titer  $250.00
   - Measles, Mumps, Rubella Vaccination  $70.00
   - Chicken pox Vaccination  $125.00
   - Tuberculosis (TB) screen  $17.00
   - Color blindness test  possibly no cost
   - Malpractice Liability Insurance  $13.00/semester
   - Health Insurance  varies by provider
   - Lab Coat  No cost
   - Background check  $50.00
   - TN State Training License  No cost
   - Drug screen test-10 panel  $40.00
   - Professional dress/scrubs  $200.00
   - Graduation Pin  $10.00

4. **After Graduation Fees**
   National Board Certification exam (only one of the following is required):
   - ASCP BOC  $215.00
   - **&/or**
     - AMT  $175.00
   - State Professional License (optional)  $60.00
   - State Background check  $45.00

Revised May 2022