

2021-22

MEDICAL LABORATORY SCIENCE PROGRAM

Prospective Student Information Guide

4401 Wornall Road
Kansas City, MO 64111
816-932-3395

saintlukeskc.org/education



Table of Contents

Welcome	2
Program Officials.....	2
Program Accreditation	3
Program Mission Statement.....	4
Program Goals and Objectives	4
MLS Career Entry Level Competencies.....	5
Non-Discrimination Policy	5
Academic and Clinical Affiliates	6
MLS Essential Requirements	7
MLS Program Course Descriptions and Program Faculty	9
Admission Requirements	10
International Student Requirements.....	11
Application Instructions	12
Application Selection.....	13
Cost Disclosures	13
Student Policies	
Personal Appearance	15
Professional Conduct	15
Identification	15
Student Health	15
Health Insurance	15
Confidentiality of Health Information	16
Smoking Policy	16
Drug Free Workplace	16
Liability Insurance	16
Attendance.....	16
Student Responsibilities for Attendance	16
Program Responsibilities for Attendance	16
Student Employment	17
Academic Advanced Placement	17
Academic Policies	
Evaluations.....	17
Cognitive Skills	17
Psychomotor Skills	17
Affective Skills	17
Completion of the MLS Program	17
National Certification	19
Program Closure Contingency Plan	20

Dear Prospective Medical Laboratory Scientist:

Thank you for your interest in the Saint Luke's Hospital Medical Laboratory Science Program! This handbook will provide helpful information about our program, including requirements for admission.

Our MLS Program is different from many programs in that lectures are given to all students in conjunction with the relevant lab experiences, which facilitates understanding of material and reinforces learning. This unique feature is consistently cited as the reason students choose our program. Special Topics courses, including Phlebotomy, Parasitology, Mycobacteriology, Mycology, and Flow Cytometry are taught to the entire class, so students experience group learning activities that foster teamwork and class spirit.

Our clinical laboratory was recently remodeled, and student space expanded to include two spacious classrooms with personal computers. Our full-service regional reference laboratory is equipped with the latest instruments and technology. Students work alongside laboratory staff instructors who provide extensive hands-on learning opportunities. Our graduates begin their new careers as skilled, professional, and confident laboratory scientists.

The quality of our program is reflected in outcome measures of our graduates. Our 2019-2021 graduates achieved a 98% pass rate on the ASCP MLS certification exam. Graduates of our program are in high demand, with typical starting salaries in this region above \$55,000. Among our 2019-2021 graduates, 100% found employment within three months; many secure their first job before they complete the program.

Please let us know if you have additional questions after reviewing the handbook. We also encourage you to visit our website at <https://www.saintlukeskc.org/medical-laboratory-science-program> for additional information.

Best Regards,

Matthew A. Loeb, MLS (ASCP)
MLS Program Director

Program Accreditation

The history of the first formal accrediting body in the medical laboratory field dates from 1933, which marked the beginning of the Board of Schools of the American Society of Clinical Pathologists (ASCP). The Board was responsible for establishing the academic course requirements and the essential requirements for the hospital educational component of any approved Program in Medical Technology. The Board of Schools existed until December 1973, when a new independent agency, the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), assumed the duties of the Board.

NAACLS includes representatives from ASCP, American Society for Clinical Laboratory Science (ASCLS), other laboratory professions, the education community, and the public on its board. NAACLS reviews Program requests for accreditation and re-accreditation by conducting site visits of each Program, assembling and reviewing reports on the Program, and ultimately making recommendations for accreditation of Programs to the Committee on Allied Health Education and Accreditation (CAHEA) of the American Medical Association (AMA).

Saint Luke's Hospital School of Medical Technology was on the original list of 77 schools published in 1936 by the Board of Registry of ASCP in conjunction with the American Medical Association. Saint Luke's Hospital Program has maintained continuous accreditation since that time. In 1990, the name of Saint Luke's Program was changed from the School of Medical Technology to the Program in Clinical Laboratory Science, to reflect a national trend away from the general phrase *Med Tech* which is often confused with EMT or medical technician. In 2017, the name was updated to Saint Luke's Hospital Medical Laboratory Science Program for continuity with the ASCP Board of Certification.

Program officials are designated and approved by NAACLS for the Saint Luke's Hospital Program. Cynthia E. Essmyer, MD, certified in Clinical Pathology by the American Board of Pathology serves as Medical Advisor. Matthew A. Loeb, MLS (ASCP) is the Program Director. The Program Director holds academic appointments at affiliated colleges and universities.

Saint Luke's Hospital Medical Laboratory Science Program is accredited by the National Accrediting Agency for Clinical Laboratory Science (NAACLS), 5600 N. River Road, Suite 720, Rosemont, IL 60018-5119, (773)-714-8880, info@naacls.org.

Program Mission Statement

In keeping with Saint Luke's Hospital's teaching mission, the Medical Laboratory Science Program integrates cognitive, psychomotor and affective learning to provide an educational experience that enhances scientific, technical and professional development of Medical Laboratory Scientists.

Program Goals

Saint Luke's Hospital Medical Laboratory Science Program assumes responsibility for providing educational facilities, instructors, and learning experiences in an environment that enables students to develop as professional and responsible members of the health care community.

Saint Luke's Hospital Medical Laboratory Science Program is maintained to provide benefits to the Hospital, the Health System and the health care community that include:

- ❖ Providing scientific and technical instruction to students who aspire to become professionally certified as Medical Laboratory Scientists;
- ❖ Maintaining optimal MLS staff levels for the Hospital and Health System;
- ❖ Decreasing MLS recruitment costs and open MLS position time;
- ❖ Providing MLS staff with opportunities to teach and thus, to learn.
- ❖ Maintaining the continuity and legacy of Saint Luke's Hospital Medical Laboratory Science Program, which has been in continuous operation since 1933.

Program Objectives

Saint Luke's Hospital Medical Laboratory Science Program was established to provide the necessary learning experiences for students to:

- ❖ Obtain a Certificate of Completion by meeting criteria for progression and completion of the Program;
- ❖ Demonstrate ability to perform as a Medical Laboratory Scientist at entry level as defined by NAACLS Standards and Entry Level Competencies;
- ❖ Successfully challenge the ASCP Board of Certification (BOC) Medical Laboratory Scientist (MLS) exam.

MLS Career Entry Level Competencies

Program Goals are aligned with the Saint Luke's Hospital Mission, Goals, and Core Values, in addition to NAACLS competencies for a Medical Laboratory Scientist. All serve to guide the development of the Saint Luke's Hospital Program curricula.

Upon completion of the Saint Luke's Hospital Medical Laboratory Science Program, the graduate will be able to:

- ❖ develop and establish procedures for collecting, processing, and analyzing biological specimens and other substances;
- ❖ perform analytical tests on body fluids, cells and other substances;
- ❖ integrate, relate and recognize discrepancies in complementary data generated by various clinical laboratory departments;
- ❖ confirm abnormal results, verify quality control and quality assurance measures, and institute proper procedures to ensure and maintain accuracy and precision;
- ❖ establish and perform preventive and corrective maintenance of equipment and instruments, and identify appropriate sources for repair;
- ❖ develop, evaluate and select new techniques, instruments and methods in terms of their usefulness and practicality within the context of personnel, equipment, space and budgetary resources;
- ❖ demonstrate professional conduct and interpersonal skills with patients, laboratory staff, other health care professionals and the public, as assessed through the Saint Luke's Health System Core Values;
- ❖ establish and maintain continuing education as a function of growth and maintenance of professional competence;
- ❖ provide leadership in educating other members of the health care environment and community;
- ❖ exercise principles of management, safety and supervision;
- ❖ apply principles of educational methodology;
- ❖ apply principles of laboratory information systems;
- ❖ describe the role of a Medical Laboratory Scientist in the healthcare environment.

Non-Discrimination Policy

Saint Luke's Health System does not discriminate on the basis of sex, race, religion, age, handicap, sexual orientation or national origin in the administration of its educational policies. Saint Luke's is an Equal Opportunity Employer.

Academic Affiliates

Saint Luke's Hospital Medical Laboratory Science Program is affiliated with the following academic institutions:

**Kansas State University
Missouri Western State University
Missouri Southern State University
Northwest Missouri State University
Pittsburg State University
Rockhurst University
University of Central Missouri
University of Missouri - Kansas City
University of Wisconsin - Oshkosh**

Clinical Affiliates

Saint Luke's Hospital Medical Laboratory Science Program has no affiliations with other institutions for the purpose of providing alternative clinical sites for education of MLS students. All clinical rotations take place within Saint Luke's Hospital Department of Pathology, which operates as a hospital and full-service reference laboratory. In the event that planned learning activities cannot be provided by Saint Luke's Hospital Laboratory, course instructors are responsible for arranging a comparable demonstration of essential learning experiences.

MLS Essential Requirements

Observational Requirements

The Student must demonstrate adequate vision to:

- Observe laboratory procedures in which biological samples including blood, bone marrow, body fluids, culture materials, tissue sections and cellular specimens are processed and handled;
- Characterize color, odor, clarity, and viscosity of biological samples, reagents or chemical reactions;
- View biological samples through a microscope, differentiating color, shading, morphology, shape and fine structure of stained and unstained preparations;
- Read and comprehend test orders, policies, procedures, tube labels, instrument control panels, computer screens, instrument printouts, test results, charts and graphic materials displayed in print or on a video monitor;
- Judge distance and depth.

Movement Requirements

The Student must demonstrate sufficient strength, mobility, dexterity and fine motor skills to:

- Move freely and safely within the laboratory and in patient areas when performing phlebotomy;
- Comfortably access patients in seated or lying positions to collect blood samples;
- Reach laboratory instrument, equipment, bench tops and supplies that may be on shelves higher than eye level;
- Manipulate laboratory equipment (test tubes, pipets, slides, cover slips, inoculating loops) and adjust instruments to perform procedures;
- Perform moderately taxing continuous physical work, often requiring prolonged sitting or standing;
- Travel independently to selected sites for practical and seminar experiences.

Intellectual Requirements

The Student must:

- Possess these intellectual skills: comprehension, measurement, mathematical calculation, reasoning, integration, analysis, comparison, self-expression, and criticism;
- Be able to exercise sufficient judgment to recognize and correct performance deviations.

Communication Requirements

The Student must be able to:

- Demonstrate effective written and oral communication skills in the English language;
- Read and comprehend technical and professional materials (textbooks, journal articles, handbooks, instruction manuals);
- Follow verbal and written instructions to correctly and independently perform laboratory procedures;
- Clearly instruct patients prior to specimen collection;
- Converse with patients effectively, confidentially, and sensitively;
- Communicate with faculty members, fellow students, staff, and other health care professionals in written and verbal formats;
- Independently prepare papers and laboratory reports;
- Take paper, computer, and laboratory practical examinations.

Behavioral Requirements

The Student must be able to:

- Manage time and systematize actions to complete professional and technical tasks within realistic constraints;
- Effectively utilize emotional health and intellect to exercise appropriate judgment;
- Provide professional and technical services while experiencing task-related stresses in a distracting environment (high noise levels, crowding, complex visual stimuli);
- Be flexible and adapt to professional and technical changes;
- Recognize potentially hazardous materials, equipment and situations and proceed safely to minimize risk of injury to patients, self, and nearby individuals;
- Adapt to working with unpleasant biological materials;
- Support activities of fellow students and staff to promote a team approach to learning, task completion, problem solving, and patient care;

Be honest, compassionate, ethical and responsible; be forthright about errors or uncertainty; critically evaluate own and others' performance; offer and accept constructive criticism; seek out ways to improve.

Note: These lists are not inclusive of all functions.

Course Descriptions and Program Faculty

Me 450: Clinical Microbiology (6)

Carrie Blazer, MLS(ASCP)

Isolation and identification of microorganisms, including bacteria, viruses, rickettsiae, parasites and fungi, that cause disease; clinical interpretation of tests and correlation of results with patient condition. Follows general college microbiology and/or pathogenic microbiology.

Me 455: Clinical Chemistry (6)

Jenny Angelo, MLS(ASCP)

Quantitation of biochemicals correlating to patient condition; analytical techniques; manual test procedures; operation, troubleshooting and validation of results from sophisticated instrumentation using computer hardware and software. Follows a minimum of 16 semester hours college chemistry, including coursework in biochemistry.

Me 460: Clinical Hematology (6)

Erin Risvold, MLS(ASCP)

Study of blood and blood cell abnormalities, with correlation of instrument and microscope findings to patient condition; evaluation of blood clotting and coagulation mechanisms, including the monitoring of anticoagulant therapy; chemical analysis and identification of cells or formed elements in bone marrow, spinal fluid, urine, and other fluids.

Me 465: Immunohematology (4)

Elizabeth Jones, MT(ASCP)BB

Analysis of the relationships between donor blood components and blood recipients; introduction to all red blood cell antigen systems; antigen and antibody detection; prevention of transfusion incompatibilities; assessment of patient transfusion-related occurrences.

Me 470: Clinical Immunology (4)

Melinda Mills, MT(ASCP), MB(ASCP) MA

Immunofluorescence, enzyme immunoassay, dilutions, molecular diagnostics, radioimmunoassay and other immunochemistry, using sophisticated instrumentation with current computer hardware and software.

Me 475: Topics in MLS/MT I (2)

Matthew A. Loeb, MLS (ASCP)

Clinical workshops on a variety of topics including: phlebotomy, parasitology, mycology, flow cytometry and mycobacteriology.

Me 480: Topics in MLS/MT II (2)

Matthew A. Loeb, MLS (ASCP)

Professional seminars, guest lectures and planned visits with other health professionals; topics include clinical case studies, medical ethics issues, hospital and laboratory management, laboratory information systems, communication, education, research and development, and career entry options. Course culminates in a Professional Topics journal with articles chosen. Researched, written and produced by students.

Admission Requirements

The highly competitive Medical Laboratory Science Program accepts up to nine students among college undergraduates and recent college graduates every six months. Our program promotes a broad view of diversity in both our workforce and student population.

The Medical Laboratory Science Program accepts applications for two classes:

- January – December
- July – June

To apply, you must meet **one of the following** two criteria:

1. Completion of three years at one of our affiliated universities

These students are on track to complete a degree in Medical Technology or Medical Laboratory Science and will earn their final 30 credit hours toward a bachelor's degree in our program.

2. A bachelor's degree in:

- Biology
- Chemistry
- Microbiology
- A related science

The degree must have included all of the following coursework:

Chemistry: 16 credit hours

Includes general and upper division lecture and laboratory courses

- General Chemistry I and II (lecture and lab)
- Biochemistry (lab not required)

Biology: 16 credit hours

Includes general and upper division lecture and laboratory courses

Note: Microbiology and immunology must be separate courses.

- General biology
- Physiology (Human preferred)
- Microbiology (Pathogenic preferred)
- Genetics
- Immunology (lab not required)

Math: Three or more credit hours

College level or equivalent

Other preferred prerequisites:

- Cell biology
- Molecular biology
- Parasitology
- Virology

Additional Program Requirements

- GPA, overall and science, minimum of 2.5 on 4.0 scale
- Applicants with coursework completed more than seven years ago may be required to take additional courses before program admission.
- Completion of the following prior to admission:
 - Health assessment, including immunization status
 - Drug screen
 - Criminal background check

International Student Requirements

Applicants who completed their education outside of the United States and will not be awarded a U. S. baccalaureate degree must submit the following with their application:

- Photocopy of transcript and degree
- Transcript evaluation from an acceptable United States evaluation agency (comprehensive list on ASCP website)
- Documentation of legal and permanent eligibility for employment in the United States

Applicants may be required to complete additional prerequisite coursework if deemed necessary based on the transcript evaluation.

English Proficiency

Because the ability to communicate effectively is an essential skill for health care professionals, students applying to Saint Luke's Medical Laboratory Science Program must demonstrate oral and written communication proficiency in the English language. Students for whom English is a second language must meet these requirements by achieving minimum scores on the Test of English as a Foreign Language (TOEFL).

Applicants must:

- Demonstrate minimum TOEFL scores
- Achieve an overall score of 600 (paper-based) or 90 (internet-based)
- Have individual scores of Good or High (ranges on TOEFL website) for Reading, Listening, Speaking, Writing
- Include TOEFL scores on application
- Submit official TOEFL score report to Saint Luke's MLS Program with application

Application Instructions

Students enrolled at one of our academic affiliates should apply after completion of the second year, even though prerequisite coursework may still be in progress. Students who have completed an undergraduate degree may apply at any time.

Classes begin each January and July and end in December and the following June. Applications may be submitted at any time for either class.

To apply:

- Download the application form from our website. Remember the following notes when completing the application:
 - Provide academic and/or professional references; at least one reference should have knowledge of your laboratory bench skills;
 - Enter ACT or SAT scores and provide photocopies if available;
 - Calculate science GPA using the form provided and enter as directed;
 - Provide a handwritten personal statement;
 - Sign/date Essential Requirements page;
 - Sign/date Statement of Understanding and Waiver of Access Statements page.
- Send in official college/university transcript (in a sealed envelope with an application or mailed separately)
- Pay the application fee: \$35 check payable to Saint Luke's Hospital MLS Program (included with application)

Applications should be mailed to:

Matthew A. Loeb, MLS (ASCP)
MLS Program Director
Saint Luke's Hospital
4401 Wornall Road
Kansas City, MO 64111

Follow instructions carefully - incomplete application packets will not be considered.

Next Steps

Following the receipt of all application materials, the most highly qualified applicants will be scheduled for interviews.

Applicant selection

The following factors are considered in assessing an applicant's admission to the program:

- Academic record and course load
- College advisor and academic/professional references
- Attention to detail and instructions
- Personal statement
- College affiliation
- Communication skills, written and oral
- Professional demeanor
- Career aspirations

The Admissions Committee carefully evaluates application and interview materials before making decisions. Applicants are notified of their admission decision as soon as possible after the interview. Unsuccessful applicants are encouraged to re-apply for a subsequent class by completing a new application and submitting updated academic transcripts.

Cost Disclosures

Tuition

Program Tuition is the responsibility of the student. Tuition for the clinical year 2019-2021 is \$4000.00 + a \$200.00 lab fee. Checks for \$4200.00 should be made payable to Saint Luke's Hospital MLS Program. Students enrolled as a degree seeking students in a college charging additional tuition and/or fees during the clinical year are responsible for all such charges.

Students will be required to complete a tuition payment plan by the end of the first week of classes. The plan constitutes a formal contract; any breach may be grounds for dismissal.

Textbooks

The Program textbook rental fee is \$200. Students may purchase new textbooks on their own if desired.

Expenses that are the Student's responsibility

- ❖ Living expenses: food, housing, travel, clothing, etc.
- ❖ Optional professional society dues
- ❖ Health insurance and medical costs
- ❖ Personal expenses

Financial Aid

Students working toward their undergraduate degree with affiliated academic institutions may be eligible for financial aid through the university. Saint Luke's Hospital does not offer financial aid for students enrolled in the Program.

Refund Policies

For veterans or eligible persons as defined by the Veterans Administration:

- A refund of tuition and book fees will be made to students who fail to enter or fail to complete the Program. The refund will be within 10% of an exact pro rata refund. No more than \$10 of the tuition fee will be retained if a student fails to enter the course on the designated start date.

For all other students:

- 50% of tuition is refundable before February 1 of the entering year or August 1 of the entering year depending on the class start date.
- 0% is refundable on or after February 1 or August 1 of the entering year
- Refunds to students can only be made after all financial aid sources are refunded in full, if tuition was received directly from such sources.

Student Policies

Personal Appearance

1. MLS students must meet general rules for all Hospital employees per the Dress Code/Professional Appearance Policy.
2. Students are held responsible at all times for being in compliance with the Policy.
3. Laboratory coats are provided and laundered on the premises.
4. Scrubs and business casual attire are appropriate. Students and laboratory staff are required to wear Caribbean blue scrub tops and black scrub pants.
5. No jeans, sweats, tee shirts or similar casual wear are allowed.

Professional Conduct

1. MLS students must meet general rules for all Hospital employees per the Rules of Conduct and Disruptive Behavior Policies.
2. Students are held responsible at all times for being in compliance with the Policy.
3. Although not expressly noted, cheating on exams or plagiarism on written assignments is considered grounds for disciplinary action, up to and including expulsion.
4. Students will be held responsible for initiating or participating in inappropriate workplace conversations, including but not limited to: politics, religious beliefs, salaries, and other sensitive or confidential topics.
5. Infractions of the Policy will be handled by the Program Director, in consultation with the Medical Advisor and Director of Pathology Services.
6. Serious infractions of the Policy may warrant consultation with Risk Management and, for 3+1 students, the student's advisor at the affiliated college or university.

Identification

Students are issued a photo identification nametag that must be used for parking and identification at all times while on the Hospital campus. If lost or damaged, there is a \$25 charge for replacement. Nametags must be returned upon completion of the Program.

Student Health

Students are required to show evidence of good health before beginning the Program, including medical information or history requested by the Program Medical Advisor or Employee Health Services. A health assessment, including a urine drug screen and proof of immunization status, ensures that students meet essential requirements for admission to and completion of the Program. Students will also be given information about a *recommended* immunization series for protection against Hepatitis B and a meningococcal vaccine.

Health Insurance

Students must maintain health insurance while in the program. Saint Luke's Hospital MLS Program does not offer or provide health insurance. Any hospitalization or medical expenses not covered by the student's own policy will be the student's expense.

Confidentiality of Health Information

Students receive training in Hospital policies relative to the privacy of Protected Health Information (PHI). Students must sign the Saint Luke's Health System Pledge of Confidentiality for Protected Health Information before beginning their clinical rotations.

Smoking

Smoking is not permitted inside the Hospital or on the Hospital campus. This includes hospital grounds adjacent to the main campus. There are no exceptions to this rule.

Drug Free Workplace

The Medical Laboratory Science Program voluntarily participates in efforts to ensure a drug-free workplace. Students must pass a drug screen as a condition for admission.

Saint Luke's Hospital Employee Assistant Program (EAP) can be contacted at 816-931-3073 for help with personal or substance abuse problems during the clinical year.

Liability Insurance

Students are covered by the Hospital's liability insurance carrier at no charge when performing procedures within the Hospital or on official Hospital business. Students are free to purchase additional coverage but are not required to do so.

Attendance

Clinical course work is taught in an eleven month program. Core hours of attendance are 7:00 AM to 3:30 PM, Monday through Friday. Students are expected to be in attendance at these times. Daily workload, staffing, teaching and patient care needs may require hours to be adjusted occasionally to make best use of student and instructor time.

Student Responsibilities for Attendance:

- Attend to personal matters during non-working hours whenever possible;
- Report unplanned absences as soon as possible to a program official;
- Seek prompt help for health or personal problems that could interfere with attendance;
- Problem-solve minor inconveniences so they do not interfere with attendance;
- Recognize that absences interfere with the learning process and make every attempt to minimize these occurrences.

Program Responsibilities for Attendance:

- Communicate expectations clearly and consistently;
- Review student attendance records;
- Communicate with students returning from medical or other absences to obtain pertinent information;
- Encourage students to seek assistance if a health or personal problem appears to be interfering with attendance;
- Maintain consistency in counseling students for excessive absences or tardiness.

Student Employment

MLS students are not considered Laboratory staff, and are not expected to perform service work during academic hours. Students perform tests on patient samples to the extent necessary to achieve learning outcomes and entry level competence. At such times, students are operating under the guidance and supervision of MLS staff.

Students are eligible to apply on a strictly voluntary basis for employment opportunities in the Hospital or Laboratory. These paid positions are supervised and are not under the influence or auspices of the MLS Program. Students in these positions are subject to SLH employee rules and regulations. The number of such opportunities varies each year and there are no requirements or guarantees of employment during the clinical year of the MLS Program.

Students may find it difficult to carry more than 10-15 hours of employment per week during their clinical rotation, as the study workload is heavy. Students must remain current with all Program responsibilities and assignments irrespective of employment.

Academic Advanced Placement

The Program will individually evaluate requests for advanced standing due to prior course or laboratory work beyond entry requirements. The Program reserves the right to deny advanced standing and the decision of program officials is final.

Academic Policies

Evaluations

Student progress is evaluated in three domains of learning: cognitive, psychomotor and affective. A written curriculum for each clinical instructional unit explains what and how students are expected to learn and how the program will assess learning. Students must remain aware of learning objectives, activities, and methods of evaluation.

Cognitive Skills

Cognitive (thinking) skills are evaluated by written examination or oral examination or quizzes. Grades are based on performance as demonstrated within scheduled time periods. Grades may be adjusted downward if work assignments or tests are not completed on time. All grading adheres to the following scale:

92-100%	A
84-91%	B
75-83%	C

Scores below 75% are Unsatisfactory.

Psychomotor Skills

Psychomotor (doing) learning is evaluated using task checklists, practical examinations, or observed performance demonstrations. Evaluations may be assigned points or graded as Pass/Fail. There may be time limits on practical exams.

Affective Skills

Affective (being) learning is evaluated regularly throughout the year. Student affective performance evaluations are provided at the close of each clinical rotation. Informal feedback or evaluations may be provided more frequently at the discretion of Program officials. Students may pass a clinical rotation with a single rating of Needs Improvement; their final rotation must have no ratings of Needs Improvement to complete the Program without remediation.

Completion of the MLS Program

Essential Requirements for Certificate of Completion

Students admitted to the Program will progress toward successful completion by:

- ❖ continuing to meet minimum health criteria;
- ❖ earning grades of C or better in each clinical course (cognitive skills);
- ❖ earning Pass grades on Psychomotor Domain evaluations in each clinical course (psychomotor skills)

- ❖ earning no more than three Needs Improvement ratings on clinical rotation evaluations (affective skills)
- ❖ adhering to Program and Hospital policies and regulations

Conferring of a Certificate of Completion is in no way dependent on the student's ability to pass state or national licensure or certification examinations.

MLS Program Final Comprehensive Examination

In addition to meeting Essential Requirements, students must attain a grade of at least 70% on the final comprehensive examination. If a student passes all clinical courses but is unable to pass the comprehensive examination, remediation and one additional examination will be provided. This may or may not delay completion of the Program.

Degree Seeking (3+1) Students

Degree requirements are complete when the student is awarded a Certificate of Completion by Saint Luke's Hospital Medical Laboratory Science Program. A final transcript for 30 semester hours of clinical course work is released to university registrars and MLS advisors. The decision to assign clinical course transfer credit or program grades is governed by college/university guidelines. Credit hours for clinical coursework is assigned as noted in the institution's catalog. Conferring of a degree is in no way dependent on the student's ability to pass state or national licensure or certification examinations.

Non-Degree Seeking (4+1) Students

Program graduates who earned degrees prior to Program entry and are not seeking a second baccalaureate degree are awarded a Certificate of Completion by Saint Luke's Hospital Medical Laboratory Science Program. An official transcript will be provided to the student.

National Certification

Program graduates are eligible to challenge a nationally recognized board examination, provided other certification requirements have been met. The American Society for Clinical Pathology (ASCP), Board of Certification examination certifies Medical Laboratory Scientists as MLS(ASCP). Students are responsible for submitting necessary materials to obtain certification; Saint Luke's Hospital will provide the ASCP MLS exam fee using the student's nonrefundable Program deposit. National certification, while not a requirement of the Program or any college or university, is strongly encouraged and is usually required for employment as a Medical Laboratory Scientist.

Program Closure Contingency Plan

In the event of Program closure or natural disaster, the Program Director or a designee will notify the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) within 30 days of such occurrence. Plans to complete clinical studies for affected students are detailed below.

Program Closure

In the event that Saint Luke's Hospital decides to discontinue the MLS Program, all students enrolled in or accepted to the MLS Program will complete their training before the Program closes.

Natural Disaster

In the event of a natural disaster, such that physical and/or laboratory facilities of Saint Luke's Hospital are unavailable for instruction, MLS Program officials will evaluate ways to re-establish the program as quickly as possible utilizing other Saint Luke's Health System Laboratories. Alternatively, the Program will contact other accredited MLS programs in the state that may have capacity to accept students whose clinical rotations are incomplete. Program directors in the Kansas City, Springfield, and Joplin areas are prepared for such an event, and have agreed to collaborate for the benefit of enrolled students who need to complete clinical studies. Every attempt will be made to adhere to planned completion dates, although that may not be possible.