The Clinical Laboratory Technology Program

at the

College of Coastal Georgia
The Application Process

The Clinical Laboratory Technology program at the College of Coastal Georgia selects students without regard to race, religion, creed, national origin, sex or age. In order to apply to the program, a student must:

- Apply to the College of Coastal Georgia and complete all college admission requirements
- Complete an application form for CLT program
- Submit two letters of reference from science professors
- Submit an official copy of college/university transcripts
- Have a grade point average of 2.5 or higher
- Be able to meet the Essential Functions for Clinical Laboratory Technology
- Submit all documents by the application deadline April 15th of each year.
- An interview will be scheduled after all applications have been received.

Applications, references and transcripts must be mailed directly to:

Robin Bradshaw MS MLS (ASCP)CM, Clinical Laboratory Technology Instructor
School of Arts and Sciences
College of Coastal Georgia
One College Way
Brunswick, Georgia 31520
Office : (912)-279-5865
rbradshaw@ccga.edu
College of Coastal Georgia
Associate of Science in Clinical Laboratory Technology

Criminal background checks and/or drug testing may be required by individual agencies. The cost will be the responsibility of the student. Denial to a site as a result of the check/testing will result in the inability to complete the Clinical Laboratory Technology Program.

Clinical Laboratory Technology students must provide proof of insurance prior to participating in clinical rotation.

CCGA Student ID# ___________________________

1. Full Name ______________________________________________________________________

2. Date of Birth ___________________________ ______________________________________

3. Student Email Address __________________________________________________________

4. Address________________________City________________State ___ Zip Code ____

5. Telephone No. HOME ________________________ Work/Cell __________________________

The above information will be used for communicating with you. Please immediately report all changes in name, address, or telephone number directly to Clinical Laboratory Technology Instructor (912)-279-5865. Be sure the Registrar’s office also receives these changes.

6. Have you had to retake a science course after achieving less than a C on your first attempt?  
   Yes___  No ___

7. What is your overall GPA? ______

8. Are you currently working in a healthcare related field (i.e., phlebotomist)? Yes ___ No___

9. In case of emergency, please notify:
   Name: ____________________________________________________________
   Relationship: ______________________________________________________
   Address: __________________________________________________________
   Telephone: _________________________________________________________
10. Briefly explain why you are interested in training for this health occupation:
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
Essential Functions for Clinical Laboratory Technology Students at the College of Coastal Georgia

Applicants/Students must be able to perform these essential functions. Essential functions are the essential non-academic requirements of the academic program that a student must be able to master in order to successfully participate in the CLT program and become employable. During the course of the CLT program, students must demonstrate, with or without appropriate and reasonable modifications to policies and practices, the ability to perform the functions listed below safely, reliably and efficiently. **If you are not sure that you will be able to meet these essential functions, please consult with the CLT Program Director, COLLEGE OF COASTAL GEORGIA counselor, Student Services, or any other college official for further information and to discuss your individual situation.**

**Technical Requirements**
- Perform laboratory manual, semi-automated, and automated procedures in which biological* (e.g., blood and other body fluids, culture materials, tissue sections, and cellular specimens) are tested for their biochemical, hematological, microbiological, and immunologic components;
- Characterize the color, odor, clarity, and viscosity of biologicals, reagents, or chemical reaction products;
- Employ a clinical grade binocular microscope to discriminate among fine structural differences of microscopic specimens;
- Read and comprehend text, numbers and graphs displayed in print and on a computer screen;
- Use a computer/electronic keyboard to operate laboratory instruments and to calculate, record, evaluate, and transmit laboratory information.

**Movement Requirements**
- Move freely and safely about a laboratory;
- Reach laboratory bench tops and shelves, patients lying in hospital beds or patient seated in specimen collection furniture;
- Travel to numerous clinical laboratory sites for practical experience;
- Perform moderately taxing continuous physical work, often requiring prolonged sitting or standing, over several hours;
- Maneuver phlebotomy and culture acquisition equipment to safely collect valid laboratory specimens from patients;
- Control laboratory equipment (e.g., pipettes, inoculating loops, test tubes) and adjust instruments to perform laboratory procedures;
Communication

- Normal or corrected visual ability sufficient for specimen and equipment observation and assessment; ability to discriminate between subtle changes in density (black to gray) of a color in low light;
- Read and comprehend technical and professional materials (e.g., textbooks, magazines, journal articles, handbooks, and instruction manuals);
- Auditory ability sufficient to monitor and assess laboratory equipment, alarms, emergency signals and phones.
- Follow auditory verbal and written instructions in order to correctly and independently perform laboratory test procedures;
- Clearly instruct patients prior to specimen collections;
- Effectively, confidentially, and sensitively converse with patients regarding laboratory tests;
- Maintain patient confidentiality at all times;
- Evaluate the performance of fellow students, staff, and health care professionals verbally and in a recorded format (writing, typing, graphics, or telecommunications);
- Use computer software (word processor, spreadsheet, database, information system), and the internet for communication, education, and professional purposes;
- Independently prepare papers, prepare laboratory reports, and take paper, computer, and laboratory practical examinations.

Intellectual Requirements

- Possess these intellectual skills; comprehension, measurement, mathematical calculation, reasoning, integration analysis, comparison, self-expression, and criticism;
- Solve problems and think critically;
- Exercise sufficient judgment to recognize and correct performance deviations;
- Critically evaluate her or his own performance, accept constructive criticism, and strive to improve performance (e.g., participate in enriched educational activities).

Behavior and Professional Requirements

- Dress to project a neat, well-groomed, professional appearance;
- Behave in a professional manner toward fellow students, faculty, and patients; Exhibit attitude, integrity, communication, motivation, independence/leadership, self-worth assessment and altruism which meet and exceed the expectations of a health care professional;
- Manage the use of time and systematize actions in order to complete professional and technical tasks within realistic constraints;
- Possess the emotional health necessary to effectively employ intellect and exercise appropriate judgments;
- Provide professional and technical services while experiencing the stresses of task-related uncertainty (e.g., ambiguous test ordering, ambivalent test interpretation), emergent demands (e.g., “stat” test orders), and a distracting environment (e.g., high noise levels, crowding, complex visual stimuli);
- Be flexible and creative and adapt to professional and technical change;
Clinical Laboratory Technology

- Recognize potentially hazardous materials, equipment, and situations and proceed safely in order to minimize risk of injury to patient, self, and nearby individuals;
- Adapt to working with potentially infectious specimens, a variety of chemicals, and biological agents;*
- Support and promote the activities of fellow students and of health care professionals;
- Help foster a team approach to learning, task completion, problem solving, and patient care;
- Be honest, compassionate, ethical, responsible, and forthright about errors or uncertainty.

*Students/individuals with special health concerns (e.g. immunocompromised, allergic) may put their health at risk when working in the clinical laboratory due to the agents (infectious/biological and chemical) that are handled in all areas of the laboratory.

It is the responsibility of the student to request accommodations due to disabilities. However, the student must be able to carry out the essential functions listed above.

Adapted from:

The National Accrediting Agency for Clinical Laboratory Science requires that we define and publish “specific essential functions required for admission to the program and to determine that the students’ health will permit them to meet the essential functions”. Please sign this form to indicate that you have read and understand the program’s essential functions and believe you can meet them.

Applicant’s Signature __________________________________________

Date _________________________________________________________
I understand that falsification of any information contained in this application will result in dismissal from the Clinical Laboratory Program at the time that falsification is discovered.

State of ________________

County of ________________

On this ____ day of ________________, 20___. I ________________________________ certify

That the preceding application is true, exact and complete (PRINT NAME)

Legal Signature of Applicant _________________________________________________

Sworn to before me this ____ day of ________________, 20__. Seal

Notary Public ________________________________

Commission Expires ___________________________