Application Packet
BS MLS Distance Learning Program

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For Application Assistance:
1-800-556-4280

http://www.medlabscience.uc.edu
Admissions Requirements:
- Complete Online University of Cincinnati Application and pay $50 application fee
- Complete BS MLS program application, including Essential Functions and Statement of Health forms
- Official transcripts of all schools attended
- An Associate of Science degree from an NAACLS-accredited CLT/MLT program or equivalent course work from an accredited institution and hold ASCP CLT/MLT certification
- Minimum 2.5 GPA
- Letter of intent and updated resume
- Three completed reference forms
- Once accepted to the MLS Program, there will be a $100 Confirmation Fee to reserve your spot

References:
Enclosed are three reference forms to be completed by persons who know you well enough to answer the questions on the form. At least two of these reference forms should be completed by science and/or laboratory instructors. The other reference form may be completed by an advisor, supervisor, manager, employer, or the equivalent (not related to you). Please enter your name and the name of the reference on the form prior to giving it to the person you select.

* * References from laboratory managers or laboratory supervisors are sufficient if you are unable to contact past laboratory instructors.

Please note that you must sign each form authorizing release of the information by the person you select to complete the form.

If you wish to waive your right of access to the information furnished by the reference source, please sign and date the waiver clause on each reference form. Many references will require that you do this.

Please fax to 866-497-0956 or furnish each reference with a stamped envelope addressed to:

BS MLS Distance Learning Program
Off-Site Admissions Center
University of Cincinnati
2145 MetroCenter Blvd
Suite 400
Orlando, FL 32835

Ask that the form be completed and faxed or mailed as soon as possible.

Transcripts:
Official transcripts from ALL colleges/universities you have ATTENDED are required. (Regardless of curriculum of study) Please request these as soon as possible. Official Transcripts should be sent to the address given above.

Transfer Credit:
The MLS Admissions Committee will review transfer credit on an individual basis.
To assist you in completing your application, the directions below explain each step of the process. This information has been arranged in a way that it can also serve as a checklist that you can use to ensure that you have supplied all of the required information.

If you encounter any difficulties or are confused by any portion of the application process, please contact our Enrollment Advisors at 1-800-556-4280.

The Application Deadline for each term is posted at http://www.medlabscience.uc.edu.

☐ **Step 1: Submit Official Transcripts.**
  - You must request official transcripts from **ALL** colleges/universities that you have **ATTENDED**.
  - Transcripts must bear the original signature of the authorized official with the seal of each institution.
  - Requested transcripts should be sent directly to the following address:

    BS MLS Distance Learning Program  
    Off-Site Admissions Center  
    University of Cincinnati  
    2145 MetroCenter Blvd  
    Suite 400  
    Orlando, FL 32835

☐ **Step 2: Complete the University of Cincinnati Online Application.**
  - Go to www.admissions.uc.edu. Click “Apply Now”.
  - Pay your $50 Application Fee.
  - Print your receipt and application summary and include it with the BS MLS Program Application

☐ **Step 3: Complete the BS MLS Program Application.**
  - The Program Application is a 2-page form. Be sure to complete and submit both pages.

☐ **Step 4: Submit a Letter of Intent with your application package.**
  - Address your letter to:

    BS MLS Distance Learning Program  
    Off-Site Admissions Center  
    University of Cincinnati  
    2145 MetroCenter Blvd  
    Suite 400  
    Orlando, FL 32835

☐ **Step 5: Submit an updated Professional Resume and the three Reference Forms.**
Your Professional Resume should include all relevant professional skills, relevant work experiences and ALL post secondary educational experience.

A reference should be someone who knows you well enough to answer all questions (please see details on previous page).

Supply each reference with a stamped envelope addressed to:

BS MLS Distance Learning Program
Off-Site Admissions Center
University of Cincinnati
2145 MetroCenter Blvd
Suite 400
Orlando, FL 32835

Step 6: Submit copy of ASCP and/or other CLT/MLT certification (if applicable).

Step 7: Complete the Essential Functions form.

Step 8: Submit the Statement of Health form, signed by your physician. (This is not part of the Medical History Packet and SHOULD be included in the Application materials.)

Step 9: Fax (866-497-0956) or mail your complete application package to:

BS MLS Distance Learning Program
Off-Site Admissions Center
University of Cincinnati
2145 MetroCenter Blvd
Suite 400
Orlando, FL 32835

Please review all points listed above and ensure that you have checked off each of the steps for the complete application process. Our Enrollment Advisors are available to assist you, as needed. Please call toll free 1-800-556-4280. While we will attempt to consider your application as quickly as possible, we cannot review your application until all required materials have been submitted.

Tuition and Fees*

Ohio Residents: $466/credit hour
Non-Ohio Residents: $481/credit hour
UC Undergraduate Application Fee: $50

Students in the MLS Program may qualify for federal financial aid and/or private student loans. Our Enrollment Advisors can help you learn more about these programs and assist you in the application process.

*Tuition rates are based on the 2015-2016 Tuition Schedule. Tuition and fees are subject to change.
REQUEST FOR OFFICIAL TRANSCRIPT

Please send my official transcript to:  BS MLS Distance Learning Program  
Off-Site Admissions Center  
University of Cincinnati  
2145 MetroCenter Blvd  
Suite 400  
Orlando, FL 32835

Legal Name: 

Name While Attending: 

Social Security Number: _____ - _____ - _____  Date of Birth (mm/dd/yy) _____ / ___ / _____

Graduation Date:  Dates Attended:  -

Current Address: 

Current Home Phone: (_____ )_________  Work Phone: (_____ )_________

Signature:  ___________________________  Date:  ____________________
PROGRAM APPLICATION
BS MLS Distance Learning Program
UNIVERSITY OF CINCINNATI

Please read thoroughly the enclosed Application Instructions before completing this form.

NAME

Last ___________________________ First ___________________________ Middle ___________________________

SOCIAL SECURITY NUMBER __ __ __ - __ __ - __ __ __ __ DATE OF BIRTH __ __/ __ __/19 __ __

E-MAIL ADDRESS ____________________________

MAILING ADDRESS

Street ___________________________ Apt. # ___________________________

City ___________________________ State ___________________________ Zip Code ___________________________

Telephone Number, including area code ___________________________

HOME ADDRESS

(if different than mailing address)

Street ___________________________ Apt. # ___________________________

City ___________________________ State ___________________________ Zip Code ___________________________

Telephone Number, including area code ___________________________

EMERGENCY: In case of emergency, please notify:

Name ___________________________ Phone ___________________________ Relationship ___________________________

EDUCATION

<table>
<thead>
<tr>
<th>Name of Institution/College</th>
<th>City &amp; State</th>
<th>Years Attended</th>
<th>Major/Degree</th>
<th>Graduation Date</th>
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</table>

EMPLOYMENT, MILITARY SERVICE, AND/OR VOLUNTEER EXPERIENCES (include current position)

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<thead>
<tr>
<th>Agency/Employer (Please use back of form if necessary)</th>
<th>Mailing Address (include street, city, state, and zip)</th>
<th>Phone #</th>
<th>Description of Related Duties</th>
<th>Hrs/Wk</th>
<th>Dates</th>
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Please list years of professional clinical lab experience: ___________________________
BS MLS Distance Learning Program  
UNIVERSITY OF CINCINNATI

Are you a US citizen? _________________ If not, what is your country of citizenship? _______________

Visa Type (if not a US citizen) __________ Are you a permanent resident of the US? ________________

If you are not a natural born US citizen and are residing or planning to reside in the US, please include proof of US citizenship with your application materials (i.e., Visa, passport).

Please list honors, special recognition, scholarships awarded, professional associations, and extra-curricular or other relevant activities in which you participated during your educational or professional career.

Please submit a brief statement that describes your interest in the profession of Medical Laboratory Science and your projected goals.

Are there any circumstances pertinent to the application that you would like to explain? (You may use additional paper.)

What term do you plan to start the program? (Check one)

□ Fall Semester □ Spring Semester □ Summer Semester

METHOD OF PAYMENT: Please check your method of tuition payment. (Check all that apply.)

_____Credit Card or Personal Check Payment
_____Tuition Assistance
_____Financial Aid

The above information is correct and without purposeful omissions.

_________________________________________                       _____________________________
Signature of Applicant                                                                   Date

I grant permission to Student Service Assistants and Enrollment Advisors to access my student records on One Stop Student Services so they may assist in the Admissions and Student Support processes.

_________________________________________                       _____________________________
Signature of Applicant                                                                   Date
REFERENCE FORM  
BS MLS Distance Learning Program  
UNIVERSITY OF CINCINNATI

To the Applicant:  
Place your name in the space provided and sign the waiver if you agree to waive your right to read this appraisal. Give or mail it to the person named below and request that it be forwarded to the address given on the back of this form.

Applicant Name: ________________________________

Evaluator Name: ________________________________  Phone: ________________________________

I hereby authorize the above named individual to provide the requested information.

Applicant Signature: ________________________________  Date: ________________________________

Under the provisions of the Family Educational Rights and Privacy Act of 1974, this applicant, if admitted and enrolled, will have access to the information provided unless he/she waives such access.

I HEREBY WAIVE MY RIGHT OF ACCESS TO THE INFORMATION RECORDED ON THIS FORM.

<table>
<thead>
<tr>
<th>Signature of Applicant</th>
<th>Date</th>
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</table>

To the Evaluator:  
On the basis of the following personal qualities, please indicate your appraisal of the applicant on a scale of 1 to 5, as follows:

5 – Excellent     4 - Above Average     3 - Average     2 - Below Average     1 - Unsatisfactory

If you are unable to evaluate any trait, please so indicate by placing an “X” in the last column.

| 1 | Judgment and Problem-Solving (responsible, critical) |
| 2 | Manual Dexterity (agile, coordinated) |
| 3 | Personality (pleasant) |
| 4 | Poise (self-confident, responds well to unfamiliar demands) |
| 5 | Communication Skills (articulate, clear, grammatical, responsive) |
| 6 | Initiative (motivation, commitment, desire to succeed) |
| 7 | Adherence to Established Policies & Regulations |
| 8 | Flexibility (responds or conforms to changes or new situations) |
| 9 | Dependability (responsible) |
| 10 | Industry (diligent, prompt, persistent, organized) |
| 11 | Interpersonal Relation Skills (courteous, cooperative, tactful, able to motivate, persuasive) |
| 12 | Maturity (stability, self-disciplined, receptive to criticism) |
BS MLS Distance Learning Program  
UNIVERSITY OF CINCINNATI

How long and in what capacity have you known the applicant?

_________________________________________________________________

_________________
Signature

Title

_________________________________________________________________

Institution or Address

Date

Do not return this form to the applicant. Please fax (866-497-0956) or mail directly to:
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Off-Site Admissions Center
University of Cincinnati
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Suite 400
Orlando, FL 32835
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UNIVERSITY OF CINCINNATI

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Evaluator Name: ________________________________________________ Phone: ________________________

I hereby authorize the above named individual to provide the requested information.

Applicant Signature: ___________________________ Date: ________________

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5 – Excellent  4 - Above Average  3 - Average  2 - Below Average  1 - Unsatisfactory

If you are unable to evaluate any trait, please so indicate by placing an “X” in the last column.
How long and in what capacity have you known the applicant?

Please write any additional comments or information that might assist us in our evaluation of this applicant.

________________________________________  ______________________
Signature                                      Title

________________________________________  ______________________
Institution or Address                        Date

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Applicant Signature: ________________________________  Date: ____________________________

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<th>Trait</th>
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<th>3</th>
<th>2</th>
<th>1</th>
<th>X</th>
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<td>Judgment and Problem-Solving (responsible, critical)</td>
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</tr>
</tbody>
</table>
How long and in what capacity have you known the applicant?

Please write any additional comments or information that might assist us in our evaluation of this applicant.

__________________________________________  __________________
Signature                                      Title

__________________________________________  __________________
Institution or Address                        Date

Do not return this form to the applicant. Please fax (866-497-0956) or mail directly to:
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Orlando, FL 32835
Technical standards represent the essential non-academic requirements that students must master to successfully participate in and complete the program. The following is a list of technical abilities and skills that students must possess:

1. **Manual Dexterity**: Ability to use hand(s) or prosthetic devices with coordination in order to carry out all aspects of laboratory testing procedures.

2. **Fine Motor Skills**: Ability to manipulate small objects with fingertips or adaptive devices.

3. **Mobility**: Ability to maneuver in the laboratory and around instruments, and in patient-care settings.

4. **Vision**: Ability to distinguish red, yellow and blue colors; distinguish clear from cloudy, and distinguish objects through a microscope.

5. **Hearing**: Ability to adapt with assistive devices (i.e., phone receivers, hearing aid, etc.).

6. **Communication**: Demonstrate verbal and oral proficiency in the English language, including the ability to read, write, and speak English fluently.

7. **Communication Skills**: Demonstrate the ability to communicate effectively and professionally with faculty, classmates, physicians, and other health care personnel.

I attest that I have read and understand the technical standards and Essential Functions of the University of Cincinnati Medical Laboratory Science Program. I believe that I can, and am prepared to, meet these requirements.

Signed: ________________________________

Date: ________________________________
To the Applicant:

It is necessary that we request a statement of your general health and maintain such in our records. Please print your name in the appropriate space on the form below and submit to your physician for signature. Return the form along with your application materials, or have your doctor fax the form to 866-497-0956.

Note: This is not a request for a physical, only a statement concerning your general health.

University of Cincinnati

Medical Laboratory Science Program

I hereby authorize the individual named below to provide the requested information.

Applicant Signature

To the best of my knowledge, the above named individual is in good health and should be able to carry out the activities of a Medical Laboratory Science student in the clinical laboratory.

Physician (please print and include credentials)

Physician Signature

Date
Course Descriptions

MLSC 3051  Laboratory Operations  2 Semester Hours
A study of the basic principles of clinical laboratory management, including theory and practice. Topics will include personnel and financial management, regulation and accreditation, information management, quality assurance, quality control, clinical and continuing education.

MLSC 3052  Special Topics in Medical Laboratory Science  2 Semester Hours
An objective look at the field of Medical Laboratory Science from its inception, and leading up to current and future technologies with an emphasis on current topics such as ethical and social concerns, governmental issues, professionalism and health care delivery.

MLSC 3053  Clinical Immunology  3 Semester Hours
This course is a focused study of clinical immunology. Physiology of the immune system, the immune response to infection and disease, pathophysiology of infectious disease and current diagnostic strategies and methods are covered. Emphasis is placed on diagnostic forms and clinical correlation of laboratory findings.

MLSC 3054  Clinical Fluid Analysis  2 Semester Hours
A study of renal function and urinalysis procedures and body fluid examination.

MLSC 3055  Statistics  2 Semester Hours
This course will focus on the statistical principles that are pertinent to health care and to the clinical laboratory, as well as quality assurance.

MLSC 3056  Hemostasis  1 Semester Hour
A comprehensive study of the blood clotting system in normal and pathological states, which includes discussions regarding the correlation of test results with diseases

MLSC 4050  Diagnostic Molecular Biology  3 Semester Hours
A basic study of medical genetics including the structure, function, and synthesis of DNA, RNA, and involved proteins; the mechanism of inheritance; and medical genetics. The study of molecular biology techniques and their applications is included as well as the laboratory diagnosis of disease. Discussions on ethics and emerging technologies are also included.

MLSC 4051  Clinical Chemistry  3 Semester Hours
A study of serum and fluid chemistry in normal and pathological states and methods of analysis. Topics in this first course of a series of two include discussions on normal physiology as well as correlation of normal and abnormal human physiology as they relate to organ system function.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>MLSC 4057</td>
<td>Hematology</td>
<td>3</td>
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<td>A study of blood and blood cells in a normal state from development through senescence. Topics in this first course of a series of two include discussions on correlation of test results with the cells morphological appearance. The study of hemostasis is included, as well as a comprehensive study of the blood clotting system in normal and pathological states.</td>
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<tr>
<td>MLSC 4058</td>
<td>Medical Laboratory Science Capstone</td>
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<td>A course in which students participate in a series of current topic seminars culminating in the development and presentation of a fundamental research project involving an aspect of state-of-the-art clinical laboratory science practice. Under the direction of faculty, students prepare a written report and publicly present their findings.</td>
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<tr>
<td>MLSC 4059</td>
<td>Special Microbiology</td>
<td>3</td>
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<td>The study of clinically relevant fungal, parasitic, and viral pathogens with an emphasis on diagnostic forms.</td>
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<tr>
<td>MLSC 4060</td>
<td>Clinical Microbiology</td>
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<tr>
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<td>A study of the microorganisms associated with human infectious processes. Discussions include the characteristics, isolation, identification, and clinical infections associated with pathogenic microorganisms.</td>
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<tr>
<td>MLSC 4061</td>
<td>Advanced Clinical Microbiology</td>
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<td>A continued study of the microorganisms associated with human infectious processes. Discussions include the characteristics, isolation, identification, and specialized antimicrobial techniques associated with pathogenic bacteria, as well as the role of the microbiology lab in the health care setting.</td>
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<tr>
<td>MLSC 4062</td>
<td>Principles of Immunohematology</td>
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<td>A study of the theory, principles, and procedures associated with transfusion medicine. Discussions cover routine procedures, blood donors, components, regulations, and quality assurance.</td>
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<tr>
<td>MLSC 4063</td>
<td>Advanced Immunohematology</td>
<td>4</td>
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<td>A more advanced study of the theory, principles, and procedures associated with transfusion medicine. Discussions cover specialized procedures, advanced applications and quality assurance.</td>
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<tr>
<td>MLSC 4066</td>
<td>Advanced Clinical Chemistry</td>
<td>3</td>
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<td>A study of serum and fluid chemistry in normal and pathological states and methods of analysis. Topics in this second course of a series of two include discussions on normal physiology as well as correlation of normal and abnormal human physiology as they relate to organ system function. Advanced topics include critical analysis and interpretation of clinical chemistry data.</td>
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<tr>
<td>MLSC 4068</td>
<td>Advanced Hematology</td>
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<td>A study of the blood and blood cells in abnormal or malignant states. Topics in this second course of a series of two include discussions on normal and abnormal hematopoiesis and Red Blood Cell and White Blood Cell disorders as well as the correlation of test results with disease states and therapies. Advance topics include critical analysis and interpretation of hematological data and Platelet disorders.</td>
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<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Semester Hours</td>
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<td>MLSC 4069</td>
<td>Advanced Clinical Practice</td>
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<td>A clinical practicum experience that will focus on advanced, applied clinical laboratory techniques and concepts. The practicum experience will be individually designed for each student; the student will participate in identifying the practicum site. Included is a focused study of laboratory techniques and instrumentation as they apply to diagnosing disease.</td>
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<td>MLSC 3963</td>
<td>Advanced Lab Concepts</td>
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<tr>
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<td>An advanced MLS course that focuses on advanced, applied clinical laboratory techniques, concepts, troubleshooting, and management level decisions and processes. Advanced interpretation, application and correlations in all laboratory areas are included. Principles of clinical laboratory management including quality assurance and quality control will be included.</td>
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<tr>
<td>MLSC 4071</td>
<td>Advanced Clinical Correlations</td>
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<td>This advanced course will focus on further development of critical thinking and problem solving skills in all of the laboratory disciplines, as well as integration of laboratory analyses, interpretation and application. Activities include discussions, case studies, interactive activities and assignments, focused reviews and examinations. Mastery of content will be assessed through a comprehensive examination.</td>
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</table>
1. Am I required to participate in the Advanced Clinical Practice course?

Yes, during the 6th semester of the program each student is required to participate in the Advanced Clinical Practice course (ACP). The advanced clinical rotation experiences gained through participation in the ACP course reinforce the theoretical knowledge gained in the didactic curriculum.

2. If I am currently performing tests included in the Advanced Clinical Practice course, am I still required to complete the course?

The ACP course is a 6 credit hour course and consists of 6 modules – 1 in Chemistry, 1 in Hematology, 2 in Immunohematology and 2 in Microbiology. Students who have gained advanced skill level and competency in a particular clinical area(s) via recent work experiences can apply for Life Experience Credit (LEC) through the Transfer and Life Long Learning Center at the University of Cincinnati for any or all of these modules. After the application has undergone formal review by UC and MLS Program faculty, credit may be awarded as advanced standing credit for the module(s).

The application for LEC includes the submission of a formal application (including a personal experience statement), letters of reference from employers and the evaluation of your competency/proficiency with the tasks in the module(s) by your lab manager/director. The student’s skill level and competency will be evaluated using baccalaureate level MLS/MT competencies. Your academic performance in the associated didactic course of the MLS Curriculum will also be considered in this evaluation. All decisions will be made on a case by case basis by the program faculty and are final. There is a non-refundable fee associated with each module application.

If a student receives LEC for a module, then they will not be required to complete clinical rotation hours associated with that module. Students may be awarded a maximum of 6 Life Experience credits to apply towards the ACP course (one LEC equals one credit hour).

3. How do I identify a clinical facility to complete the ACP course?

We utilize a plan that is common amongst DL MLS/MT programs in that the student and the program work together to arrange clinical rotations. Our students reside in many states and in several countries (military students who are stationed abroad). Since students are familiar with their local institutions, students work with the program to identify an appropriate facility in their own community or region in order to complete their advanced rotation work. The majority of our students choose to complete part or all their clinical experiences with their employer. The program will assist students in identifying a clinical site close to the student's home, but in some cases, this may not be possible. Students may need to commute varying distances to an appropriate clinical site and are responsible for all associated costs. Once a clinical site has successfully entered into a clinical affiliation agreement with the University of Cincinnati, the program will work with the designated clinical preceptor to design a suitable clinical experience for the student.
4. What if the laboratory in which I am employed does not have one of the lab sections, or some of the tasks, required by the Advanced Clinical Practice course?

Students may complete clinical rotations at multiple sites. If the laboratory in which the student is employed does not offer all the required tasks, the student will need to complete part of their rotation at a second site. Students are encouraged to be mindful of such situations when choosing a clinical site. Acceptability of a clinical facility for completion of the ACP rotation experience is at the discretion of the MLS faculty. All sites will be thoroughly reviewed by program faculty to assess the site’s ability to provide an acceptable advanced clinical experience using available resources that include the test menu, instrument log, and clinical facility fact sheet submitted to the program. A clinical affiliation agreement must be completed for each clinical site.

5. Who can act as my clinical preceptor?

Typically, once a clinical site has been selected, the laboratory manager or a designee will be identified by the site to act as the preceptor for the clinical experience. It is possible to have more than one preceptor at each facility. Once this individual(s) has been identified, both the preceptor and student are required to sign an agreement that outlines the responsibilities expected from each party. Students will be required to submit contact information for the preceptor and the signed agreement to the program by the specified deadlines.

6. What is expected of my clinical facility and preceptor?

The clinical facility will provide the student with a clinical rotation experience, utilizing task lists provided by the MLS Program. The clinical facility will not be responsible for providing assignments or examinations for the students during the clinical experience. The program provides all academic components of the ACP course.

The clinical preceptor will be responsible for coordinating the student’s experience at the facility and working with the program to design a schedule that will allow the student to gain the experiences needed to achieve the required levels of competency and successfully complete the ACP Course. The preceptor will also be required to review and sign all documentation submitted to the University as part of the student’s clinical experience. This includes the documents needed for the site to become an affiliate (Affiliation Agreement, Equipment List/Test Menu, Clinical Facility Fact Sheet and Clinical Preceptor-Student Agreement Form), as well as the documents to be submitted during the student’s clinical rotation (Time Logs, Rotation Task Lists and Professional Capabilities Evaluation). The program will be in communication with the preceptor during the rotation experience.

7. What experiences are required as outlined by the ACP curriculum?

The task lists provided during the ACP course resemble the Life Experience Credit applications for each module. Therefore, the Life Experience Credit applications may be used as an outline of the tasks that students are required to experience throughout the course of their clinical rotation. The specific rotation task lists will be provided to the student and clinical preceptor just prior to the start of the ACP Course.

8. What is the time commitment for completion of rotation hours during the clinical course?

Completion of clinical competencies will occur using a schedule that is established for the semester (approximately 14 – 15 weeks) by the clinical preceptor and the program. Successful completion is dependent on demonstrating the required level of competency and proficiency of each task on the rotation task lists. Students should anticipate spending at least 280 hours to complete all of the tasks of the rotation modules. Hours/days in which the clinical experiences are scheduled are at the discretion of the student and his/her preceptor. This schedule will be submitted prior to the start of the ACP Course.
9. Can I complete clinical practice while "on the clock?"

No, the program’s Accreditation Guidelines strictly prohibit a student from being paid for clinical practice experiences. Rotation hours can be completed before/after your shift, on days off or by using PTO/vacation days.

10. Where can I find further information regarding the ACP course and applying for Life Experience Credit?

Students will be given access to the MLS Clinical Rotations Resources site after successful completion of their first academic semester. The site will give students access to all required documents, including handbooks that outline the processes of applying for Life Experience Credit and participation in the ACP course. In addition, the site will contain important information regarding program deadlines for participation in the ACP course and application for Life Experience Credit. Failure to submit the required information by posted deadlines may result in postponement of the clinical semester and delay graduation.