

KCLA-0050 Clinical Lab Assistant Externship

Course Description:

This stand alone course is not a required part of the Clinical Lab Assistant program but can provide an opportunity for students that have completed that program to demonstrate and practice their laboratory skills learned in the classroom in a clinical setting with the oversight of the clinical supervisor. This allows the student to obtain real-world laboratory experience that will enhance their knowledge and skills, and allow them to obtain the required laboratory hours needed for a national certification exam for this vocation. This is an unpaid practicum experience.

Competencies:

Successfully complete a clinical externship in a clinical laboratory affiliated with the college.

Assessment:

Within this course you will be completing items to prove preparation for the clinically based externship. You will be assessed on your performance in the externship by the clinical supervisor of the site in which you will complete the unpaid externship of 64 hours. You must pass the externship performance assessments with a minimum score of 80% before you will be graded with an MC for the course.

Syllabus and Learning Resources:

Read the [KCLA 0500 Clinical Lab Assistant Externship \(Links to an external site.\)Links to an external site.](#) course syllabus to understand the expectations for this course. The instructor will go through the externship requirements and assist in the setup of this practicum.

Your text books may serve as a resource for you as you complete the externship.

- *Kinn's The Clinical Medical Assistant*, textbook, ISBN: 9780323353205
- *Kinn's The Clinical Medical Assistant*, study guide, ISBN: 9780323429474
- [Evolve Student Resources \(Links to an external site.\)Links to an external site.](#)

Online Communication Policy

This [document \(Links to an external site.\)Links to an external site.](#) provides information of what to anticipate for communication timelines from your instructor and for student participation throughout the course.

Course Navigation:

In the left navigation bar is a Course Tools menu. It provides information about what tools you need for the course, and how to navigate in Canvas.

Start the course by turning in your syllabus signature page. Following that begin the first module. You can also click on the Modules link in the left navigation bar to navigate through the course. If there are any questions about the instructions, please speak with the instructor.

[Module 1](#) [Module 2](#) [Additional Resources - Future Use](#)
[Course Image References Available Here](#)

Externship Preparation Introduction

Externship will be an opportunity for you to see and use the skills of a Clinical Lab Assistant in a healthcare laboratory setting. You may be shadowing other technicians while also being allowed to participate in the activities of a Clinical Lab Assistant activities that you have learned in the classroom, only now you will do this in a real-life healthcare laboratory setting. This is an unpaid practicum experience.

To be allowed to participate in this setting there are requirements that must be met. This module will verify that you realize the responsibilities that you have as an extern and that you meet the requirements of the facility in which you will be placed.

This [Externship Brochure](#) provides an overview as well as instructor contact information.

The [dress code and grooming requirements](#) of the University of Utah facilities is an example of what may be expected of externs at any facility. The dress expected for Clinical Lab Assistant externs may vary from facility to facility where some may require scrubs or others fluid resistant lab coats. You will need to verify this with the facility when you interview with them prior to the start of externship.

Signed Externship Syllabus

Read the externship syllabus found on the Home Page to understand your responsibilities. Print and sign the Signature Page. Turn in the signature page to your instructor.

Signed Externship Student Contract

Read the [Accessibility score: Medium Click to improve Student Externship Contract](#) so that you understand the responsibilities of the externship. Sign and return to your instructor.

Required Documentation Miscellaneous

Print the [Required Items List](#) showing the extern requirements (also stated below). These items must be completed and up to date prior to placement for an externship.

Review these items with your instructor as required:

1. Clear Background check (the one completed at admission is valid unless more than 2 years ago)
2. Clear Drug screen (the one completed at admission is valid unless more than 2 years ago)
3. Immunizations (see list of requirements in Rubric or on Required Items List - documentation of completed items must be given to your instructor)
4. Review of dress standards based upon facility
5. CPR Card - must not be expired. If this needs to be redone, make arrangements to do so with your instructor.
6. HIPAA training - must be completed within one year. If more than one year, complete again through [Healthcare Compliance Pros \(Links to an external site.\)](#) [Links to an external site.](#) (Username: your email address Password: password) If you cannot gain access, contact your instructor. Submit the updated certificate if needed.
7. Resume

8. Some externship sites may have specific additional requirements - please verify all is in order for your externship site and complete additional items as necessary.

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Externship/Practicum Introduction

The following items will help you keep track of requirements as you complete the externship/practicum.

During your externship/practicum, you will be keeping track of the time spent in the clinic. The [time tracking sheet](#) must be completed each week for the hours that you are in the externship site, and must be initialed by your clinical supervisor. Once complete this form must be faxed, scanned and emailed, or brought into your instructor. Total hours must equal 80.

The [final evaluation form](#) must be completed upon completion of the externship/practicum. This will be done by the clinical supervisor. Once complete this form must be faxed, scanned and emailed, or brought into your instructor. The final score must be a minimum of 18 points to pass indicating that your performance is 80% or above in all areas.

A reflective essay providing an overview of your experience in the clinic will be submitted upon completion of the externship/practicum.

Externship Hours

Time sheet showing total of 64 hours of externship requirement has been met and uploaded for permanent record.

Externship Evaluation

You must successfully complete an 64 hour unpaid clinical externship as evaluated by your clinical supervisor. A minimum score of 18 (minimum of 80-90% performance) points is required to pass.

Externship Reflection Paper

You must submit a reflective statement based on your clinical externship experience.

You should include skills practices, new skills learned, working within a healthcare facility and impressions of working with patients and other health care professionals using the questions below as a guide.

Create this on a Word document and upload into Canvas using the Submit button.

This is a required assignment to complete the externship.

Areas to be considered and explained:

- What do you feel was the most important thing you learned during your externship?
- Were you able to use the knowledge and skills obtained during your training as you completed the externship?
- Why is it useful to participate in an clinical health care setting to complete your training as a Clinical Lab Assistant?
- What surprised you?
- What idea, skills or knowledge from your externship stands out to you the most?
- What helped you understand the importance of professional behavior and attitude while completing your externship?
- What is the most confusing aspect of externship?
- How can you use this experience of working in a health care setting to improve your skills and knowledge to help your future practice in this field?
- How would you explain this your experience to others?
- Does this relate to your previous view of this profession and the clinical experience?
- How will you apply what you have learned both in class and in your externship in the future?
- Was your classroom training relevant to the activities and requirements of the externship?
- Did your training completed within the program prepare you sufficiently for the externship? If not please explain the deficit or differences.

National Certification

I would encourage you to consider national certification in the field of Clinical Laboratory Assisting. You may obtain this certification through [American Medical Technologists \(Links to an external site.\)](#)[Links to an external site.](#) or other applicable organizations.

Good Luck!