



City College of San Francisco

John Adams Center

1860 Hayes St.

San Francisco, CA 94117

www.ccsf.edu

PHLEBOTOMY TECHNICIAN HCT 104 5.5 units

FOR ACCEPTANCE INTO THE FALL 2024 AND SPRING 2025 ACADEMIC YEAR

APPLICATIONS WILL BE TAKEN ONLY ONCE A YEAR

Course Description:

HCT 104 prepares the entry level health care practitioner for certification as a CPT-I, in compliance with California Code of Regulations (Section 1035.1, 1242, 1246 and Section 100275, 120580 Health and Safety Code). The in-person lecture includes 20 "basic" hours in infection control, safety, circulatory system, medical terminology, patient and specimen identification and skin puncture, and 20 "advanced" hours in anatomical site selection and patient preparation, risks and complications, post puncture care, anticoagulation theory and Quality Assurance. Student will be assigned a mandatory 40 hours in a clinical setting and must successfully complete 50 venipunctures, 10 skin punctures, and observation of one arterial puncture.

RECOMMENDED PREPARATIONS:

- Readiness for college level English and a high school diploma or GED credential.
- An AA or AS Degree or higher waives the English requirement

ADMISSION REQUIREMENTS: Students **must** attend one orientation session to receive an application to the program. Students will be selected for either a Fall or Spring semester.

All applicants must join a ZOOM orientation meeting. Email cwei@ccsf.edu for ZOOM orientation meeting ID (**attend one**). **Please provide your full name in your email.**

ORIENTATION DATES

February 27, 2024 Tuesday 7:00pm (**FULL**)

March 28, 2024 Thursday 7:00pm (**FULL**)

Application Deadline: 06/06/2024, Thursday by 5:00pm

ALL ORIENTATION DATES ARE FULL, PLEASE TRY AGAIN NEXT YEAR

PLEASE NOTE THAT THE CLASS WILL BE FOR FALL 2024 & SPRING 2025

White lab coat and black scrubs, physical exam within 6 months, immunization documents, background/drug screening are required for clinical placement at student's own expense.

CLASS SCHEDULE:

Lecture: Wednesday, 3:10pm – 5:00pm, Room 216, Main Building

Lab: Wednesday, 1:10pm – 3:00pm OR 5:10pm – 7:00pm, Room 224, Main Building

LABS WILL BE DETERMINED THE FIRST DAY OF CLASS BY LOTTERY

\$120 Background Check/Drug Screening

\$122 National Health Career Association Certification Exam Fee

\$150 Purchase of lab coats, scrubs, and clinical supplies. The cost of \$150 is an approximation.

COUNSELING: Remote Counseling Services are available for students:

1. Zoom appointment, phone (415) 561-1925
2. Phone appointment online: esars.ccsf.edu
3. Email academiccounseling@ccsf.edu

For CPT-1 certification information, please visit: California Dept. of Public Health Laboratory Field Service (LFS): <https://www.cdph.ca.gov/Programs/OSPHLD/LFS/Pages/Home.aspx>

PROGRAM INFO: For questions regarding the Phlebotomy Technician Program, please contact Dory Rincon at drincon@ccsf.edu. For additional information, visit our web site at <https://www.ccsf.edu/degrees-certificates/phlebotomy-technician>.

HEALTH CARE TECHNOLOGY OFFICE: 415-561-1813

STUDENT SERVICES OFFICE: 415-561-1835

5 STEPS COLLEGE ADMISSION PROCEDURES

1. Apply for Admission: Go to [Admissions & Registration](#) or call 415-239-3285.
 - **NEW CREDIT STUDENTS:** Fill out a CCSF **credit** application at [Credit Admission](#) or call 415-239-3285
 - **RETURNING STUDENTS:** Have attended CCSF before as a **credit** student, but have not enrolled in courses for 2 consecutive semesters (Spring & Fall) or more, reapply (update your personal information) at [Credit Admissions](#). Go to step 3. If you have only been away for one semester, you are considered a [Continuing Student](#).
2. Attend an orientation for the health program of interest. After orientation if there are no questions about registration, tuition & fees, financial aid, or other student services go to step 5.
3. Meet with a CCSF Counselor (Counselors available at John Adams Center for Zoom counseling appointments, call 415-561-1925.)
4. Complete the Assessment: Go to [Assessment Center](#) or call 415-239-3751.
**FOR PLACEMENT PROCEDURES FOR NATIVE ENGLISH AND MATH
OR FOR ENGLISH AS SECOND LANGUAGE PLACEMENT**
5. Register for Classes: Go to [Online Schedule](#).

Visit “[Virtual Help Counters](#)” or call 415-239-3000 for CCSF remote services.

PAYING FOR COLLEGE

COSTS: (subject to change without prior notice) Go to “[Tuition & Fees Office](#)” or call 415-239-3522

- California residents: \$46 per unit
- Nonresidents: \$360 per unit (\$46 per unit + \$307 nonresident tuition + \$7 Capital Outlay)
- \$20 Student Health Fee (\$16 in Summer)
- Additional costs: books, supplies, uniforms, equipment, certification, etc.

“Free City” Program: free tuition to CCSF for eligible San Francisco residents. See www.ccsf.edu/freecity

Financial Aid available: Go to “[Financial Aid Office](#)” (Search) at <http://www.ccsf.edu> or call 415-239-3577.

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please click here: <https://collegescorecard.ed.gov/>

Visit the [CCSF Virtual Campus](#) for more information about our resources for students and to schedule an appointment with a counselor.

It is the policy of the City College of San Francisco to provide all persons with equal employment and educational opportunities regardless of race, color, ancestry, national origin, ethnic group identification, religion, age, gender, marital status, domestic partner status, sexual orientation, disability or AIDS/HIV status, medical conditions, gender identity, or status as a Vietnam-Era veteran. These categories specifically include status as a lesbian, gay, bisexual, transgender, or questioning person in any District program or activity.