

CLS Clinical Practicum Courses – Syllabus
Histotechnology

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COURSE DESCRIPTIONS:

CLS 402* - Microscopy (1 cr.) – Study of light and electron microscopy techniques for the histology laboratory.

CLS 409* - Immunohistochemistry (3 cr.) – Study the theory and techniques in immunohistochemistry staining.

CLS 410* - Histology Techniques I (3 cr.) – Study laboratory safety, specimen processing and accessioning, instrumentation, and fixation.

CLS 411* - Histology Techniques II (3 cr.) – Study techniques for tissue processing, theories of staining, and tissue embedding.

CLS 412* - Histology Instrumentation (3 cr.) – Study of routine histology instruments; tissue preparation and use of microtomes and other instruments in preparing and staining specimens for microscopic examination.

CLS 420* - Special Stains (6 cr.) – Use special staining methodology for connective tissue, nerve cells, lipids, amyloid, minerals, pigments, microorganisms, and enzymes.

CLS 421* - Frozen Sections and Cytology Preparation (3 cr.) – Study the techniques to prepare frozen tissue and sections for microscopic examination.

CLS 488* - Methodologies in Histology Education (1 cr.) – Current approaches to education in the histology laboratory.

CLS 491* - Management in Histology (1. Cr) – Study of histology laboratory management practices.

PREREQUISITES:

Clinical practicum course: course will be completed at affiliated clinical laboratories.

Admission to the Professional Program is a prerequisite for all clinical practicum courses.

REQUIRED TEXTS:

A list of required textbooks will be supplied by the appropriate clinical affiliate.

FORMAT:

The clinical practicum courses will be completed at our affiliated clinical laboratories. Our affiliates are accredited through the National Accrediting Agency for Clinical Laboratory Science (NAACLS).

PROGRAM GOALS, COMPETENCIES and EVALUATIONS:

Due to the clinical affiliates maintaining the accreditation, all program goals, competencies and evaluations will be completed at that location and submitted to UWSP at the completion of the clinical practicum.

EVALUATIONS:

Will be provided by the appropriate affiliate that the student will be attending.
UWSP will send out a midterm

POLICIES FOR CLINICAL PRACTICUM:

- ***Students are expected to be professional in every aspect of their clinical experience.***
- ***Students will follow all policies and procedures for the institution at which the clinical practicum is completed. Failure to follow these policies and procedures may result in dismissal from the program.***

ATTENDANCE POLICY:

Students will spend eight hours each day (Monday through Friday) in laboratory rotations. A schedule for the rotations will be provided. Thanksgiving, the Friday after Thanksgiving, a minimum of one week during the Christmas and New Year Holidays, and Good Friday will be considered as vacation days.

Students **must** call the education coordinator **prior** to any absence. Should absences exceed a total of five days for the laboratory rotation, students will be required to correspondingly lengthen their clinical experience to complete missed days in rotations.

Should an extended absence be necessary, the hospital program director **and** the university CLS department chair **must be notified as soon as possible**. The hospital program director and the university CLS department chair, in consultation with the student, will determine an alternate schedule to complete the clinical experience. However, if the absence **exceeds four weeks**, the students may need to **re-apply** for a clinical position the following year.

Unexcused absences will result in dismissal from the Program.

TARDINESS:

The daily starting time will vary depending upon the laboratory departmental rotation. Students will be provided with a schedule of rotations and start times. Tardiness is unacceptable and if habitual (greater than five days during the clinical experience), can result in dismissal from the program.

DRESS CODE:

Students must follow the dress code as outlined for each specific hospital laboratory.

CELL PHONE / ELECTRONIC COMMUNICATION:

Personal cell phones/electronic communication devices must be turned off and stored during working hours and are not to be kept on person.

Use of personal cell phones/electronic communication devices is limited during work hours. Cell phones/electronic communication devices should be used only during lunch or break periods in a private space.

RESOURCES:

1. The student may use the Medical Library at the hospital.
2. Computer access is available at the hospital.
3. UWSP library services are available.
4. Computers, tutorials, teaching microscopes, texts, journals, and other educational materials are available in D-122, the Resource Room for students.
5. Students may access the UWSP network and e-mail from off-campus.

SERVICE WORK:

Service work is defined as work performed in the clinical laboratory as phlebotomists or laboratory assistants. Students may not serve as a substitute for regular staff during their clinical practicum. The clinical practicum is strictly an educational experience where students develop entry level skills in the practice of clinical laboratory science.

Students may perform service work only if the following criteria are met:

- a. Service work must be noncompulsory.
- b. Service work must be considered as a position of employment with you receiving appropriate compensation.
- c. Service work must be performed outside the hours required for the clinical practicum.
- d. You, as an employee, may be permitted to perform laboratory procedures if you have demonstrated competency.
- e. You, as an employee, must be supervised by qualified personnel.

ACADEMIC STANDARDS:

Students are required to maintain a minimum grade point average of 2.50 during the Clinical Practicum. Each rotation must be completed with a minimum achievement level of 70% or a "C" grade. A rotation of less than 70% or a "C" level must be repeated. A student may repeat only one clinical rotation. If extenuating circumstances exist, contact the clinical Program Director and the Head of the SHCP-Clinical Laboratory Science Program.

All ***clinical practicum*** courses must be completed with a ***grade of C or better***. If a grade of less than C is received, ***this is reason for dismissal from the program***. If these standards are not met, the student may petition the Program Director for consideration. ***The minimum grade point average for graduation is 2.50.***

DISMISSAL FROM THE PROGRAM:

You may be terminated during the clinical practicum if:

- a. Conduct or health, as determined by the clinical facility, has a detrimental effect on patients, staff, or operations.
- b. There is a violation of policies and procedures of the Clinical Facility.
- c. Academic or laboratory performance falls below the C and/or satisfactory level.
- d. Attendance or punctuality requirements are not met.

GRADING POLICY FOR CLINICAL PRACTICUM:

At the completion of the clinical practicum, UWSP will accept and post on the student's transcript credits and grades earned in the Hospital Clinical Laboratory Science Program. The baccalaureate degree shall be awarded by the University upon the recommendation of the Faculty and Chancellor. Conferral of the degree is not contingent upon passing any external licensure or certification examination.

Should hospital faculty or students have questions or concerns, they may contact the SHCP (CLS Program) by phone (715-346-3766), e-mail, (dbarten@uwsp.edu or mshulfer@uwsp.edu or sjankows@uwsp.edu), or Fax (715-346-2640). Direct contact information is on page 1 of this document for Dawn Barten.