

Make the **smart** choice for your future.

## CONSIDER A NEW CAREER AS A PHLEBOTOMY TECHNICIAN!



The Phlebotomy Technician is a vital member of the clinical laboratory team, whose main function is to obtain patient's blood specimens by venipuncture and microcollection for testing purposes. Phlebotomy Technicians are employed throughout the healthcare system including in hospitals, neighborhood health centers, medical group practices, public health facilities, veteran hospitals, and in other healthcare settings. The demand for Phlebotomy Technicians has increased substantially with the overall complexity of healthcare services and the risks of infectious disease.

**The course has 90 hours of instruction.** The content includes: terminology; anatomy and physiology; blood collection procedures; specimen hands-on practice; and training in techniques to perform punctures. During the course, students will perform phlebotomy on a practice arm and then perform venipunctures on other students.

**Students are required to purchase the textbook and blue (any shade) scrubs. The course fee includes the NHA Study Guide, Practice Test and the cost of a one-time NHA/ CPT Certifying Exam.**

### Course Information

The Phlebotomy Technician program prepares students to collect blood and other specimens from clients for the purpose of laboratory analysis. This course covers the following key areas and topics:

- Terminology and related anatomy and physiology with focus on the circulatory system
- Procedures for collecting blood specimens
- The order of the draw and meaning of colors
- Safety, infection control, and precautions
- Quality assurance
- Hands- on skills to perform venipunctures and capillary completely and safely
- Considerations for special populations and special collections

### CE1 261 ON-CAMPUS COURSE

**The NHA certifying exam is scheduled after course completion. Fee: \$1,895**

### Certification

Students who complete this program may pursue the National Healthcareer Association (NHA) Phlebotomy Technician Exam (or another certifying exam). Student must have a high school diploma or equivalent, and a current government-issued photo ID. The cost includes a one-time NHA/CPT Certifying Exam. The exam is scheduled after course completion.

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For further information,  
please visit [ncc.edu/workforcedevelopment](http://ncc.edu/workforcedevelopment)

**CENTER FOR WORKFORCE DEVELOPMENT**  
Phone: 516.572.7487 | Email: [cwd@ncc.edu](mailto:cwd@ncc.edu)

# Workforce Development Registration Form



## SPECIAL NOTE:

Receipt of your registration information ensures a seat in the course(s) you select on a space available basis.

## PLEASE REGISTER EARLY!

We will send you a receipt with the course location map and a **parking pass** (for student/visitor parking only) by email.

**If you have any questions, call 516.572.7487 or e-mail: [cwd@ncc.edu](mailto:cwd@ncc.edu)**

## HOW TO REGISTER FOR NON-CREDIT COURSES

### EMAIL-IN

CWD@ncc.edu

### MAIL-IN

**Nassau Community College**  
Center for Workforce Development  
One Education Drive  
Garden City, NY 11530-6793

### WALK-IN

356 East Road  
(on NCC Campus)

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_ \*Cell Phone: ( ) \_\_\_\_\_

\*Birthdate: mm/dd/yyyy \_\_\_\_/\_\_\_\_/\_\_\_\_ I identify my gender as: \_\_\_\_\_

Have you ever taken any courses at NCC?  Yes  No NCC ID# N00 \_\_\_\_\_

\*Preferred E-mail: \_\_\_\_\_

Alternate E-mail: \_\_\_\_\_

*\*required information*

## COURSE SELECTION

**YOU MUST BE 17 OR OLDER TO REGISTER WITH THE EXCEPTION OF HSE PREP COURSES.**

CED #	SECTION	COURSE TITLE	START DATE	FEE
Total Amount:			\$	

By submitting this registration form, I am accepting the terms of the refund policy noted below.

I certify that there is sufficient credit amount on the card listed below to cover the fee charges shown on this Registration Form. Otherwise, I understand the lack of approval by my credit card company will result in cancellation of this registration for non-payment.

## CREDIT CARD PAYMENT INSTRUCTIONS:

I authorize the use of my credit card account for full payment of the amount of my course registration as indicated on this non-credit registration application.

**Credit Card Processing Fee of 2.75% applies ONLY if a student pays online through the NCC portal.**

**Step 1:** Print Cardholder's name: \_\_\_\_\_  
(as it appears on the credit card)

**Step 2:** Provide Cardholder's signature: \_\_\_\_\_

**Step 3:** Card Information:

**PLEASE Check ONE:**  VISA  Mastercard  Discover  American Express

**Card Number:** \_\_\_\_\_ **Date of Expiration:** \_\_\_\_/\_\_\_\_/\_\_\_\_

## HOW DID YOU HEAR ABOUT OUR COURSES?

- Brochure/Mail  Family/Friend  
 Website  Facebook/Instagram  
 Email  Google  
 Other: \_\_\_\_\_

**Non-Credit Refund Policy:** Fee is refundable when a course is canceled by the College. For a program or course offered by the Center for Workforce Development (CWD), a refund request must be received in writing at least seven (7) days prior to the start of the course to be honored by CWD. Please be advised that if a refund is due, it will take approximately 2-3 weeks to be processed.