



Statement of Support MLT Online Program

Hibbing Community College, Hibbing, Minnesota is excited to be able to offer a fully accredited MLT program Online. The online program option allows a valued employee the opportunity to further their educational goals and obtain certification required for advanced levels of laboratory work without changing jobs, relocating or going back to school full-time.

The didactic component of this program will be delivered online by experienced Hibbing Community College faculty. The laboratory component of the program will be completed at the student's work place or other approved clinical site with the help of a designated mentor or facilitator. This facilitator/mentor works with the student on assigned laboratory exercises and serves as a proctor for written examinations. To complete the required laboratory assignments, the student will need access to laboratory procedure manuals, laboratory instrumentation, and bench supplies and reagents at the facility.

Before the student can be accepted into the Online program, the student must obtain this Statement of Support indicating that their employer understands and is willing to undertake these responsibilities. In addition, the Facility Fact Sheet (see attached) must be completed and reviewed by the MLT Program Director before the student's application can be finalized.

For more information about Hibbing Community College's Online MLT program, please **contact Mitzi Morris, MLT Program Director: mitzimmorris@hibbing.edu** 1-800-224-4422 ext 7254.

Student _____

Facility Name _____

Address: _____

City, State, Zip Code: _____

Telephone: (_____) _____ Fax: _____

Laboratory Manager/Supervisor: _____

Mentor or Contact Person at site: _____

Statement of Support

1. The purpose of this Agreement shall be to provide laboratory support and instructional mentoring to students enrolled in the MLT Online program at Hibbing Community College.
2. The laboratory support shall be provided at _____ located at _____ hereafter referred to as the CLINICAL FACILITY.

RESPONSIBILITIES OF HIBBING COMMUNITY COLLEGE:

- A. Hibbing Community College will designate a Faculty Member for the purpose of providing adequate direction and coordination of the student's off-site laboratory training.
- B. Hibbing Community College will provide the CLINICAL FACILITY with written objectives for each online course.
- C. Hibbing Community College and Faculty will be responsible for the planning, development, and evaluation of all online courses.

RESPONSIBILITIES OF CLINICAL FACILITY:

- A. The CLINICAL FACILITY will maintain current accreditation by recognized regional and/or national agencies (e.g., CLIA, CAP, COLA, JCAHO). The CLINICAL FACILITY will notify the MLT Program Director of any reduction, cancellation or proposed cancellation of such accreditation.
- B. The CLINICAL FACILITY will designate a qualified staff member to serve as a Mentor/Clinical Facilitator for the student's laboratory training.
- C. The Mentor/Facilitator:
 1. shall provide directly or through his/her designee supervision of student's laboratory activities at the CLINICAL FACILITY.
 2. shall serve as a proctor for written examinations.
 3. shall keep any student records required by Hibbing Community College.

JOINT RESPONSIBILITIES:

- A. Prohibition Against Discrimination. Hibbing Community College and the CLINICAL FACILITY jointly agree that the parties shall not discriminate in their training or education of any person or in the conditions of training or education or in other actions taken as a result of this Agreement by reason of race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, or membership or activity in a local commission as defined by law.

In consideration of the mutual benefits to the respective parties, Hibbing Community College and the CLINICAL FACILITY agree to the terms set forth above.

CLINICAL FACILITY

HIBBING COMMUNITY COLLEGE

BY: _____

BY: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

Capital (major) items of equipment utilized for student instruction:

Hematology

Urinalysis

Chemistry

Microbiology

Immunology/Serology/Virology

Immunoematology

Molecular Diagnostics:

Are any facility-specific textbooks required? NO _____

Do students have access to periodicals? (please circle): Advance, CAP Today, MLO, Clinical Chemistry, Emerging Infectious Diseases Journal, The American Journal of Clinical Pathology, Transfusion, The Journal of the American Association of Blood Banks, Others _____

Do students have access to a computer/internet for research and online testing? _____

Please list any other instructional resources used to facilitate the student's attainment of stated objectives (clinical materials, reference materials, demonstration materials, audio-visual materials, computer assisted resources etc.).

In addition to the Clinical Psycho-Motor Evaluation checklists, are there any objectives or evaluations utilized exclusively by this facility? Yes:

At the beginning of each course, the student will be given a list of clinical competencies/skills that must be successfully completed for the course. Students work together with their designated mentor(s) to complete the listed competencies before a course grade will be awarded. Expected levels of proficiency are defined for each skill.

LEVEL 1: Discussed: Student is able to discuss appropriate procedural steps and demonstrates an understanding of concepts. Competency is successfully demonstrated by the student explaining the procedure or principle to the student mentor.

LEVEL 2: Practiced: Student has practiced the skill under the direction and supervision of the student's mentor.

It is requested that the student's laboratory skill evaluation be completed by the clinical mentor in the presence of the student so as to allow verbal feedback to the student regarding the student's progress and performance.

Are there any unique rules and policies governing student behavior not addressed in the Clinical Instructor's Guide? Yes:

There is to be NO sharing of answers with other students OR student collaboration on the tests, assignments or Labs. Any evidence of these activities will result in a score of zero for that assignment/test and potentially a Final course grade of F.

Are there any unique rules and policies governing student behavior not addressed in the Clinical Instructor's Guide? No

Please mail or FAX this to:

ATTN: Shelley Corradi

Admissions

Hibbing Community College

1515 East 25th Street

Hibbing, MN 55746

FAX: 218-263-2992