Conemaugh Memorial Medical Center - Allied Health

School of Histotechnology

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Conemaugh Health System and Conemaugh Memorial Medical Center

Conemaugh Memorial Medical Center, the flagship teaching hospital of Conemaugh Health System, is a 485-bed hospital. This for-profit integrated health care system serves families across five counties in southwestern Pennsylvania. The commitment to teaching and learning creates a highly skilled and self-generating work force that drives clinical excellence. Our continuum of care begins at the earliest stages of life with specialized services provided by the region's only perinatologist. It ends with compassion and empathy offered by dedicated palliative care, home health, and hospice professionals. Conemaugh Memorial is a Level I Trauma Center, a Level III Neonatal Intensive Care Unit, a Recognized Stroke Center, and provides air medical transportation services.

Our teaching programs attract diverse professionals who bring skill and an international perspective to patients' served. The Journey to Excellence is the commitment to create a culture dedicated to **Making Communities Healthier.** This journey allows no room for excuses. Conemaugh Memorial's commitment to education is evidenced by our hospital based Conemaugh School of Nursing, Allied Health schools, physician residency programs, a pharmacy residency program, and more than 200 medical school rotations every year. The Medical Skills Lab is one of only 64 national human simulation labs accredited by the American College of Surgeons.

Conemaugh Memorial Medical Center's Main Campus is 26.5 acres and the Lee Campus is 6.6 acres. Included in the Conemaugh Health System are Conemaugh Meyersdale Medical Center, Conemaugh Miners Medical Center, and Nason Hospital. These three medical centers serve as regional tertiary centers. Conemaugh Memorial captures and maintains 60% of the market share. In addition, Conemaugh MedWell Urgent Care Centers are available for those seeking treatment who are not critically ill. The Crichton Rehabilitation Center meets rehabilitation needs and the Transitional Care Unit aids in medical care of patients needing post-acute services.

Since 2006, Conemaugh Health System as adopted the Keystone Alliance for Performance Excellence (KAPE) and the Baldrige National Quality Programs as strategies to become an organization that demonstrates excellence. Performance Excellence is demonstrated with the initiation of the Define-Measure-Analyze-Improve-Control (DMAIC) Model and adopted rapid cycle Lean Team approaches. Our Lean Six Sigma processes are utilized to reduce variation via standardization of flow and systematizing processes.

Conemaugh Memorial has been recognized as achieving quality health care services and positive patient outcomes of comparable medical centers. Conemaugh Memorial has received national recognition for cardiac services, treatment of sepsis, pulmonary care, urology, maternity care, and women's health. Demographically, health care is essential to the community that surrounds Conemaugh Memorial. Nearly 20% of residents are age 65 years or older. This is well above the Pennsylvania average of 15.3%. The unemployment rate in 2013 was 9.2% and median household income was 30% behind state and national averages. With an aging population and alarming regional rates for cardiovascular disease and diabetes, Conemaugh Health System is strategically investing in health and wellness programs in the community served.

Johnstown is located in the Laurel Highlands, nestled in the western slopes of the Allegheny Mountains in western Pennsylvania. The breathtaking scenery and fascinating history offer a unique combination of fun and education. The Johnstown Inclined Plane is the steepest vertical, vehicular incline in the world. The view overlooks the downtown city of Johnstown.

The Laurel Highlands region, with its forests, mountains, lakes, and rivers, abounds in recreational opportunities during all seasons. Three ski resorts, a dozen hiking trails, including the 70-mile Laurel Highlands Trail, 15 miles of cross-country skiing trails in the Laurel Mountains, boating, fishing, swimming, snowmobiling and additional outdoor activities are available. Johnstown also offers a wealth of cultural and sporting activities, including the All-American Amateur Baseball Association (AAABA) championship tournament and the Sunnehanna Amateur Golf Tournament, and was named Kraft Hockeyville USA in 2015.

Entertainment and historical opportunities are abundant in Johnstown and its surrounding area. The Pasquerilla Performing Arts Center on the campus of the University of Pittsburgh at Johnstown, is the home of the Johnstown Symphony Orchestra. Additional entertainment is available from the Johnstown Youth Symphony, the Johnstown Symphony Chorus, the Johnstown Concert Ballet, and the big band sound of the Johnstown Jazz Workshop.

Local theaters, with summer stock and local performers, include the Allegheny Highlands Regional Theatre, the Mountain Playhouse, the Penn Wood Players, and St. Vincent College Theater. Johnstown's Community Arts Center caters to painters and craftspeople with specialties such as watercolor, woodcarving, calligraphy, and photography. The Center features an annual fair, Log House Arts Festival, Holly Bazaar, and Festival of Trees.

The work of both local and national artists is highlighted in exhibits at the Southern Alleghenies Museum of Art on the Saint Francis University campus in Loretto, PA, and The Johnstown Art Museum. The Pasquerilla Conference Center near the Cambria County War Memorial Arena hosts numerous conferences, as well as city, state, and national events. In addition, the Point Stadium and Cambria County War Memorial Arena host sporting events and concerts.

The Flight 93 Memorial where 40 passengers and crew lost their lives while stopping an attack on the United States Capitol on September 11, 2001 is within close driving distance.

The Art and Science of Histotechnology

The birth of histologic technique dates back to 1664 when Robert Hooke cut sections of cork with his penknife and observed them under a microscope. In 1670, Leeuwenhoek made sections from a writing feather, a bovine optic nerve, and the centers of dried flowers by using his hand-sharpened shaving razor. These events were the beginning of what was to become an important and unique laboratory discipline.

Histotechnology is a structural science concerned with the demonstration of cellular morphology, chemical composition, and function of normal and abnormal tissue.

Many dyes and chemicals are used in Histotechnology, and it is important to know their composition, how they act, and how they react with each other. With this knowledge, combined with an understanding of tissue composition, the histotechnologist treats the tissue with these chemicals and dyes. The chemical reactions produce colors which make it possible to distinguish tissue structures.

The histotechnologist also operates and maintains delicate instruments (many computer related) which are used in the preparation of tissue sections for microscopic diagnosis and examination.

Histotechnology is a dynamic profession with new procedures and methodology continually evolving. Once formal education is completed, individuals have many opportunities for continuing education via state professional societies and the National Society for Histotechnology.

The school has had an excellent reputation since its beginning in 1973. You have made your decision to enter the health care service and dedicate your life to the highest standards of excellence and integrity. Your reward will include career satisfaction granted to only a few.

Philosophy

Each individual is a valued person in and of themselves to be cared for, respected, nurtured, understood, and assisted without condition or limitation. Each individual is viewed as greater than, and different from the sum of their parts. Each individual is constantly evolving and adapting to the world and the environment in which they live as part of groups, family, and community. Each individual deserves dignity and a reverence for life.

Histotechnology consists of knowledge, caring, thought, valued, philosophy, commitment, action, and laboratory science. It is a structural science concerned with the demonstration of cellular morphology, chemical composition, and function of normal and abnormal tissue. The responsibilities of the Histotechnology technician include preparing all specimens including tiny biopsies, whole organs, and foreign objects removed at surgery (e.g., bullets, glass fragments, coins). The technician prepares specimen blocks using microtomy, does special stains, and performs other activities necessary for the preparation of tissue sections for microscope diagnosis and examination. Histotechnology is a dynamic profession with continual evolution of new procedures and methodology. As a professional discipline, the histotechnician collaborates with other health team members and compliments the medical profession. Through evidence-based practice, communities are made healthier.

Education in histotechnology is grounded in a process of transpersonal teaching – learning experiences, which provide the learner an open collaborative and interactive foundation of theory, clinical competencies and evidence based practice. The adult learner is expected to be motivated, demonstrate initiative, have a capacity to learn and actively engage in the educational process in a climate of mutual respect, growth, change, and excellence. The level of education is geared to promote the opportunity for learners to master the content.

The Histotechnology program prepares the graduate to be self-directed throughout their career to keep pace with ever-changing trends, innovative technologies and to maintain clinical competencies to improve patient outcomes and support the vision and values of the Conemaugh Health System. The school prepares a graduate to function within the score of current legal, ethical, and laboratory standards for an entry-level histotechnician profession.

Purpose

Conemaugh School of Histotechnology's purpose is to prepare the graduate to seek registry by the National Registry Examination of the American Society of Clinical Pathologists (ASCP) exam. It is the school's educational responsibility to prepare competent entry-level graduates to serve customers.

Program Outcomes

Conemaugh School of Histotechnology:

- 1. Provides a structured education process, which prepares graduates to assume histotechnologist positions.
- 2. Emphasizes scientific knowledge and technical skill in role development.
- 3. Utilizes critical thinking skills through the learning process between student and teacher.
- 4. Enhances commitment to meeting ever changing and progressive health standards.

Student Learning Outcomes

- 1. Exercises principles of safety and practices in a professional manner within ethico-legal dimensions.
- 2. Synthesizes knowledge and clinical techniques in accessioning, fixation, tissue processing, embedding, routine and special staining, immunochemistry, frozen section procedures and troubleshooting in histopathology.
- 3. Evaluates factors that affect histotechnology processes and makes corrections as warranted.
- 4. Masters expected competencies in an accountable and professional manner as an entry level histotechnician in collaboration with other health team members and complimentary to medicine.

Career Opportunities

Upon successful completion of all program requirements, the graduate has the option of registering and completing the National Registry Examination of the American Society of Clinical Pathologists (ASCP) exam at a participating center. The school does not guarantee results of this registry exam. There are also numerous opportunities for continuing education, professional growth, and advancement via state professional societies and the National Society for Histotechnology.

- Clinical technician in a variety of settings
- Management
- Research
- Education
- Sales

Accreditation

The School of Histotechnology at Memorial Medical Center is accredited by the National Accrediting Agency for Clinical Sciences (NAACLS), 5600 N. River Road, Suite 720, Rosemont, IL 60018-5119; (773) 714-8880; (773) 714-8885 – fax; <u>www.naacls.org</u>. NAACLS is a nonprofit organization that independently accredits clinical laboratory scientist/medical technologist, clinical laboratory technician/medical laboratory technician, histotechnologist, histologic technician, pathologist's assistant, and diagnostic molecular scientist education programs. Continuous accreditation has been granted since 1970. The hospital is accredited by: Joint Commission on Accreditation of Health-Care Organizations, One Renaissance Boulevard, Oakbrook Terrace, IL 60181; (630) 792-3885, and Department of Public Welfare, Commonwealth of PA, PO Box 2675, Harrisburg, PA 17105; (717) 787-7436. The Memorial Medical Center's Lab is accredited by the College of American Pathologists (CAP), 325 Waukegon Road, Northfield, IL, 60093-2750; (800) 323-4040.

Administrative Policies

The Conemaugh School of Histotechnology reserves the right to select only those candidates who give evidence that they will be able to fully meet the requirements and standards of this laboratory discipline. Preference is given to applicants who best demonstrate an overall aptitude for the profession. The Conemaugh School of Histotechnology reserves the right to terminate the enrollment of a student who does not meet academic standards, financial obligations, or professional behaviors. The Conemaugh School of Histotechnology complies with the Family Educational Rights and Privacy Act of 1974 as amended in 1976 (Public Law 93-380). Student records are maintained, secured and confidential. Records are maintained in the office of the School of Histotechnology reserves the right to make changes to any information within this catalog, Allied Health Policy Manual, and Program without notice; however, when possible advance notice will be given.

The Conemaugh School of Histotechnology is committed to equal opportunity and does not discriminate against qualified persons on the basis of race, color, religion, sex, age, national origin, ancestry, veteran status, disability, pregnancy, genetic information, or any other status legally protected by federal, state, or local law in its educational admission policies, enrollment policies, student activities and services. Any issues should be reported to the Program Director.

Curriculum

The program consists of didactic, laboratory, and clinical courses. The student completes the first year of the curriculum plan at Pennsylvania Highlands Community College (PHCC). Upon successful completion of 20 specific general education college credit courses and acceptance to the Conemaugh School of Histotechnology, the student has dual enrollment status. The clinical portion of the program consists of 29 histotechnology credits and 13 credits of chemistry, medical terminology, anatomy, and operational health informatics from PHCC. The faculty/student ratio is based on the nature of the education experiences. Students enrolled in the two-year program are expected to dedicate their full attention to meet the curriculum demands. Upon successful completion of the program requirements, 62 college credits, and passing a comprehensive histotechnology program exam, the graduate receives the Associate of Applied Science Degree from PHCC and a diploma from Conemaugh School of Histotechnology. The graduate is ready to take the National Examination of the American Society of Pathologists (ASCP) exam.

Admission to Conemaugh School of Histotechnology

The school actively recruits students of diverse backgrounds to create a varied student body. Applicants must be citizens of the United States or in good standing with the U.S. Department of Immigration. For new class selection, the application will be considered for admission based on seat availability. If the class is filled and seats are unavailable, the candidate will be considered for waiting list status and granted admission in the next class. If you are not eligible for hire or rehire in the Conemaugh Health System, you are ineligible to complete the clinical practicum experiences in the Histotechnology clinical courses. Qualified applicants are accepted and enrolled when all application requirements are completed and a decision is rendered by the Conemaugh School of Histotechnology Admissions Committee. All data submitted to the Admissions Committee is utilized in creating a complete picture of the applicant's eligibility and likelihood for success and is retained by the school. Any falsification, misrepresentation, or omission of information in the application and financial aid process may result in denial of program admission and/or enrollment in the program. The Admissions Committee has the final authority in deciding a candidate's acceptance or rejection.

Requirements for Admission

The applicant must complete the 27 college credits required in the first year of the Pennsylvania Highlands Community College histotechnology curriculum plan or have previously obtained a minimum of an associated degree from an accredited institution with the required courses in biology, chemistry, and math. The grade average for enrollment in the clinical courses is preferred to be a C or better in all first-year planned courses in the curriculum plan. An application and fee is submitted to Conemaugh School of Histotechnology. Three references are required. Individuals chosen for references should be able to evaluate the applicant's ability to be successful in the course of study and career. A reference from a teacher is desired. References cannot be from a relative. A scored interview will be scheduled by the Program Director. The scored interview is a vital element in the admission process and will assess the applicant's motivation, personal qualities, academic potential, and aptitude for the profession. Each candidate must pass the scored interview conducted by members of the Admissions Committee. All official transcripts of previously attended and current institutions are required to be submitted prior to the interview and enrollment.

Each applicant is required to have a pre-entrance physical health examination that will be done at the Employee Health Office at CMMC. Students should provide an updated immunization record at the time of their physical that should show documentation of 2 MMR, 2 Varicella, and Tdap vaccines. All students are required to have blood titers drawn in order to determine immunity for Hepatitis B – Hepatitis B Surface Antibody. If an immunization record is not available or up to date, blood titers will be drawn also for rubella IGG, rubeola IGG, and varicella IGG. Any vaccinations that a student will require as per the Employee Health Immunization Policy and as per titer results may be administered to the student and provided by the school. A ten-panel urine drug testing is required with a negative test result and testing is conducted by the Student Health Nurse within 30 days prior to the start of classes. A required one or two-step PPD – tuberculin skin test – will be done at the start of the program. A chest xray may be required if there is a history of a positive tuberculin skin test or if clinically indicated. All health status examinations must be submitted prior to enrollment in the Conemaugh School of Histotechnology The flu vaccine is MANDATORY. It will be available through the Student Health Nurse from October – December. If a student has received the vaccine at a location other than the school, documentation must be submitted to the Student Health Nurse. Anyone not receiving and/or providing documentation of the flu vaccine will not be permitted to participate in clinical experiences. The COVID vaccine is MANDATORY. This is a CMS guideline. Students must have either two doses of the Pfizer or Moderna vaccine or one dose of the J&J vaccine prior to the start of classes. Medical or religious exemption requests and forms for either the flu or COVID vaccine are available from the Student Health Nurse. Requests for medical or religious exemptions must be received in a timely manner in order to be processed for approval prior to the start of classes. N95 Respirator Fit Testing may be done annually for students who are required to wear a N95 during clinical rotations.

Applicants are required to provide a Federal Cogent Criminal Clearance, a criminal history and record information check (Act 34 Clearance), and a Pennsylvania Child Abuse History Clearance (Act 33 Clearance) prior to enrollment. Any individual convicted of one of the prohibitive offenses will not be eligible for program enrollment or if enrolled, will be terminated from the program. Additionally, if a student comes to our facility and they have not been a resident of Pennsylvania for the past two consecutive years, they must go through the Department of Aging for an additional clearance. This is required by law: The Older Adults

Protective Services Law.

Conviction of a felony includes judgment, and admission of guilt or a plea of nolo contendere. The offenses that will result in non-admission or program termination may be obtained upon request from the Conemaugh Health System Human Resources Department.

There may be other convictions that could lead to denial of clinical privileges. Potential students should be aware that prohibitive offenses (as identified by the Department of Health, Act 169, of 1996, as amended by Act 13 of 1997) would prevent employers in many health care facilities from hiring them.

All students must have a social security number <u>prior</u> to entering the school. The school reserves the right to require such additional information, examinations, or measures as prescribed by the Admissions Committee.

Acceptance into the School of Histotechnology

The Admissions Committee selects the best candidate based on seat availability. Candidates are notified in writing of the decision. Provisional acceptance means that the candidate is given conditions to meet as deemed by the Admissions Committee. Failure to fulfill conditions and all admission requirements will result in non-enrollment in the program of study. All preadmission requirements and college course credits with a passing grade must be met prior to enrollment.

Reinstatement

Students submit a written request for admission to the Conemaugh School of Histotechnology. The student's academic and performance records are reviewed prior to granting admission. During the withdrawal period, the applicant must demonstrate continued academic ability and be viewed by the committee as possessing an aptitude for the healthcare profession. One readmission is permitted. The school's admissions committee determines the placement and conditions under which the student may reenter in the histotechnology courses. In the case of a student who earns a "D or F" or "Unsatisfactory" clinical grade in the school's histotechnology course, eligibility for readmission is forfeited. The school's academic transcript will reflect all course grades earned. The course grade and credit value drives the calculated grade point average each semester, the student's cumulative grade point average. For the student who previously withdrew from the program, their former grades remain on the academic transcript. For repeated courses, the former grade point average for the course is no longer counted in the student's current enrollment grade point average.

Course Descriptions

Courses taught by Pennsylvania Highlands Community College faculty

HSC 123 – Operational Health Informatics

This course offers the student an overview of the field of health informatics and basic computer skills by providing the fundamental concepts of health informatics and how technology is used in the delivery of health care. The course is intended to increase the knowledge and skills of the allied health worker related to the configuration, use, and maintenance of informatics interventions that will evaluate and improve health care delivery. *3 credits*

HSC 100 – Medical Terminology

As a study of the professional language of medicine, this course includes description, interpretation, the building, and spelling of medical terms that relate to human anatomy and physiology, health care related diagnostic testing, medical procedures, and various modes of treatment. The course correlates a basic knowledge of anatomy and physiology. This course is a foundation course that allows the student to be able to communicate with medical language in other health science courses and prepares the graduate to communicate effectively in the health care arena.

3 credits

BIO 104 – Principles of Biology I

This introductory course provides an overview of the basic principles of biology including the structure and function of the cell, cellular respiration, photosynthesis, mitosis, meiosis, genetics, and evolution. Lectures emphasize human biology and are complemented by discussions that stress critical thinking. This course is designed to prepare students for more advanced courses in biology.

3 credits

BIO 114 – Principles of Biology I Lab

This introductory course provides an overview of the basic principles of biology including the structure and function of the cell, cellular respiration, photosynthesis, mitosis, meiosis, genetics, and evolution. Lab experiments are designed to teach basic scientific skills, and to reinforce the topics covered during BIO 104 lectures. This course is designed to prepare students for more advanced courses in biology.

1 credit

HSC 105 – Introduction to Health Professions

This course is designed to give first semester students who are pursuing a career in health care a solid foundation of planning and professionalism to successfully complete their education and career goals. This course will also help them become engaged members of the College and professional community. Students will be involved in career exploration, setting real-world goals with academic planning and resume building, learning the tools available for their academic success, and the professionalism needed to carry them forward into the academic world and the job market. This course is taught by Health Care professionals and includes guest speakers from several health care disciplines.

1 credit

COM 101 – Public Speaking

This course is designed to provide an introduction to the knowledge and skills needed to prepare and deliver effective oral presentations. Topics include the principles and practice of adapting to audiences; creating, researching, and structuring messages; rehearsing and delivering extemporaneous speeches; reporting and evaluating other speakers' intent, content, format, and delivery.

3 credits

ENG 110 – English Composition I

This course emphasizes the techniques of writing expository essays with stress upon careful thinking, word choice, sentence structure, thesis statement, and methods of organization. Students practice the writing of clear, coherent, and unified paragraphs and essays. Editing skills and the use of correct grammar and mechanics are also emphasized. Students are taught research and documentation skills and are required to write an argumentative research paper. This is the standard college English composition course. *3 credits*

LIF 111 – Health and Wellness

Healthy lifestyle behaviors contribute to wellness throughout the life cycle. This is a health science course that explores variables related to achieving a longer and healthier life. This course discusses how informed personal choices in regard to behavior, exercise, and food intake can promote health and wellness. This course looks at personal behavior choices in regard to various health disorders, such as chronic disease, sexually transmitted disease, eating disorders, alcohol, and drug abuse, allergies, and food intolerances. The goal is for students to use this new knowledge to make informed choices in everyday life. *3 credits*

MAT 131 – Intermediate Algebra

This course is designed to prepare students for higher level mathematics through a mastery of algebraic concepts. Topics include factoring, laws of exponents, polynomials, equations and inequalities (including linear, quadratic, and absolute value), graphing (using linear equations and inequalities), systems of equations, and inequalities, functions, rational expressions, and radicals.

3 credits

PSY 100 – General Psychology

This course is a general introduction to the scientific study of the brain, behavior, and mental processes of humans and animals, with emphasis on the goals of psychology: to describe, explain, predict, and control behavior. Students examine the substance of psychology such as biopsychology, sensation and perception, learning, memory, cognitive processes, affective behaviors, and mental illness through an examination of the theories, principles, and methods of research used in the field. Examples and applications enable the student to acquire the elements of critical thinking as adapted to the research environment. Students produce an APA formatted research paper. This course applies the fundamental principles of psychology as a natural science. Students explore current research through reading original empirical research and write an APA formatted analytic research paper. *3 credits*

CHM 115 – Chemistry for Health Professions

This course is designed to introduce the students to fundamental concepts of general, organic

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and biochemistry and connections of these chemical principles to the health field. Topics include measurement, atomic structure, periodic table, chemical reactions, stoichiometry, properties of gases, matter and energy, chemical bonding, acids and bases, nuclear chemistry, organic structures, physical and chemical properties of organic compounds, stereochemistry, carbohydrates, lipids, amino acids, proteins, enzymes, and metabolism. *4 credits*

Courses taught by Conemaugh School of Histotechnology faculty

HST 101 – Histotechnology 101 (10 credits)

This course introduces the student to histologic techniques and the Histotechnology laboratory. The theory of Histotechnology and Carson, Bancroft, and the Armed Forces Institute of Pathology (AFIP) set the foundation for the established histologic techniques. Key components are:

- Laboratory Operations to orient the student to the laboratory safety, regulatory compliance, standard laboratory procedures, and instrumentation.
- Laboratory Mathematics: for the preparation of solutes, solvents, and solutions used in histo-chemical procedures.
- Tissue Fixation: the first step in the histologic process and the foundation for all subsequent histologic processes to be successful.
- Tissue Processing: to employ the tissue processing steps of dehydration, clearing and infiltration to the appropriate schedule for the tissue type, size, and consistency.
- Tissue Embedding: for the proper orientation of tissue samples in the paraffin block for the subsequent steps of the histologic process.
- Decalcification: to prepare bone and other calcified specimens for the subsequent steps of the histologic process.
- Microtomy: for the operation of the microtomes to produce tissue sections in micron increments for the subsequent steps of the histologic process.

The clinical practicum provides the student the opportunity to demonstrate basic technical skills and accountability through the application of these techniques and interaction with the clinical faculty, pathologists, and other laboratory staff.

HST 201 – Histotechnology 201 (10 credits)

This course builds on the concepts learned in Histotechnology 101. The student will advance to more complex histologic techniques in the classroom and in the Histotechnology laboratory. The theory of Histotechnology and Carson, Bancroft, and the Armed Forces Institute of Pathology (AFIP) set the foundation for the established histologic techniques. Key components are:

- Theory of Staining: to understand how staining techniques react with the different tissue types and consistencies for the color reactions to identify the intended structures for diagnosis. Routine stains, special stains, metal impregnation techniques, and immunohistochemistry/in-situ hybridization techniques.
- Pigments and Minerals: for stains to distinguish the presence of pigments and minerals as they pertain to the disease process suspected by the pathologist.
- Microbiology: for the staining techniques to distinguish microorganisms as they pertain to the disease process suspected by the pathologist.
- Connective Tissue: for the staining techniques to distinguish connective tissue types and the disease processes that are determined by their malformations or changes in morphology.

- Central Nervous System: for staining techniques to identify tissues of the central nervous system and their associated disease processes.
- Lipids: for staining techniques to identify carbohydrates. Muco-substance, polysaccharides, and the associated disease process.
- Immunohistochemistry/In-situ Hybridization: for IHC and ISH techniques to distinguish the presence of specific antibodies associated with the disease process.

The clinical practicum provides the student the opportunity to demonstrate basic and more complex technical skills and accountability through the application of these techniques and interaction with the clinical faculty, pathologists, and other laboratory staff.

HST 250 – Histotechnology 250 (9 credits)

This course builds on the concepts learned in Histotechnology 101 and 201. The student will advance to becoming a competent histologic technician, be prepared for the registry examination, and ready for employment. The theory of Histotechnology and Carson, Bancroft, and the Armed Forces Institute of Pathology (AFIP) set the foundation for the established histologic techniques. The clinical practicum provides the student the opportunity to demonstrate basic and more complex technical skills and accountability through the application of these techniques and interaction with the clinical faculty, pathologists, and other laboratory staff.

Key components include:

- Preparation for the American Society of Clinical Pathology Board of Certification Examination.
- Microscopic identification of tissues and staining procedure performed.
- Troubleshooting procedures that did not perform appropriately.
- Practical examination consisting of 10 different tissue types, each with a specific staining assignment. The student will prepare each slide to be of high diagnostic quality and free of any artifacts
- A program comprehensive examination will be given.

Students enrolled in the Conemaugh School of Histotechnology do not perform service work. The Histology lab is always adequately staffed by certified technicians. Students are never used as staff replacements. All lectures and clinical experiences are conducted during the normal operating hours of the school.

Curriculum Plan

The specific calendar of legal holidays, beginning and ending date of each semester may be found on the Pennsylvania Highlands Community College website at https://www.pennhighlands.edu/admissions/registration/academic-calendar/.

Semester 1 Total 14 credits

HSC105	Intro to Health Professions	1 credit	15 theory hours
HSC 100	Medical Terminology	3 credits	45 theory hours
ENG 110	English Composition I	3 credits	45 theory hours
BIO 104	Principles of Biology I Lecture	3 credits	45 theory hours
BIO 114	Principles of Biology I Lab	1 credit	30 lab hours
PSY 100	General Psychology	3 credits	45 theory hours

Semester 2 Total 13 credits

MAT 131	Intermediate Algebra	3 credits	45 theory hours
CHM 115	Chemistry for Health Science	4 credits	60 theory hours
COM 101	Public Speaking	3 credits	45 theory hours
LIF 111	Health & Wellness	3 credits	45 theory hours

Semester 3 Total 13 Credits

HSC 130	Basic Anatomy & Physiology	3 credits	45 theory hours
HST 101	Histotechnology 101	10 credits	45 theory hours 315 clinical hours

Semester 4 Total 13 Credits

HSC 123	Operational Health Informatics	3 credits	45 theory hours
HST 201	Histotechnology 201	10 credits	45 theory hours 315 clinical hours

Semester 5 Total 9 Credits

HST 250 Histotechnology 250	9 credits	15 theory hours 360clinical hours
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Curriculum Credit

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15 hours College Theory = 1 college credit
30 hours College Lab = 1 college credit
15 hours Histotechnology = 1 credit
45 hours Histotechnology Clinical = 1 credit

The weekly class schedule may vary because of final examination week and holidays. Vacation periods are incorporated throughout the curriculum plan. While the credit hours listed for the Pennsylvania Highlands Community College are accurate, the number of class hours may vary due to departmental policy and holidays. Time may be allotted for lab set up and clean up. Only an authorized degree granting institution in which a student is enrolled may determine whether the completed histotechnology courses may be accepted for college credit.

Program Hours

College Course Theory Hours – 480 College Science Lab Hours – 30 Histotechnology Theory Hours –105 Histotechnology Clinical Hours – 990 Total Program Hours – 1,605

Grading System at Pennsylvania Highlands Community College

The theoretical grading scale at Pennsylvania Highlands Community College (PHCC) (percentage grades for each letter grade is determined by the course faculty):

Grade	Quality Point	Description
А	4	Superior / Excellent
В	3	Good / Above Average
С	2	Satisfactory / Average
D	1	Pass / Unsatisfactory
I	0	Incomplete
F	0	Failure
W	0	Withdrawal
S	0	Satisfactory
U	0	Unsatisfactory
RD	0	Report Delayed
AU	0	Audit

Grading Scale at Conemaugh School of Histotechnology

Determination of the histotechnology grade is based on the student meeting established standards of achievement, attendance, and program requirements. The final grade indicates that the evaluation was based on consistency in performance and there was adequate time for evaluation in meeting theory and clinical outcomes.

Grade	Percentage	Quality Point	Description
A	92 - 100%	4	Excellent
В	82 - 91%	3	Good
С	72 - 81%	2	Average
D	62 - 71%	1	Below Average
F	0 - 61%	0	Fail
I		0	Incomplete
W		0	Withdrawal
S		0	Satisfactory
U		0	Unsatisfactory

Evaluation of Clinical Performance

Determination of the clinical performance grade is based on the student meeting established standards of achievement, attendance, and program requirements. The final clinical grade indicates that the evaluation was based on consistency in performance and that adequate time for evaluation in meeting outcomes occurred.

Satisfactory (S) – Successfully meets all mandatory learning outcomes of the course and program requirements.

Unsatisfactory (U) – Failure to meet one or more of the course learning outcomes and/or program requirements.

Incomplete (I) – Inability to meet course requirements within a scheduled time period.

Probationary Status

Students are informed of their academic status in the theory component of a course through written communication. Students are encouraged to take advantage of faculty assistance and various learning resources that are available. The student is placed on probationary status for difficulties in mastering theoretical concepts or for clinical difficulties and/or violation of school or hospital policies. Probationary status may also apply to absenteeism. A specific time period is designated to master expected competencies and behaviors to progress in the curriculum as planned. Failure to achieve a passing grade in the course results in involuntary withdrawal from the program.

Withdrawal

Withdrawal refers to the non-completion of the program. The decision to withdraw is to be discussed between the student and the Program Director, Conemaugh School of Histotechnology. Upon withdrawal, the student must return the hospital photo identification badge, library materials, parking permit, and any other school/hospital-owned property. Arrangements must be made to meet financial obligations. Applicable tuition refund will be outlined by the financial aid office according to policy. Appropriate withdrawal forms for scheduled classes from Pennsylvania Highlands Community College must be completed by the student at the college. Failure to withdraw from a PHCC college course will result in an "F" grade being recorded on the PHCC academic transcript and Conemaugh academic transcript. Official transcripts are released when all obligations are fulfilled.

Involuntary Withdrawal (Dismissal)

Individuals who have been terminated from employment within the Conemaugh Health System are unable to engage in the clinical practicum experience designed in the school's curriculum. This action will result in denial of enrollment in the school since the individual cannot meet required competencies and program outcomes.

If the faculty deems that a student does not meet the standards necessary for successful performance, involuntary termination may be required. Reasons for involuntary withdrawal:

- 1. Unsatisfactory performance in theory or clinical practice.
- 2. Failure to meet guidelines identified in probationary status.
- 3. Failure to meet course and program requirements.
- 4. Possession of illegal drugs on hospital premises.
- 5. Divulging confidential information except to proper authorities.
- 6. Violation of academic integrity.
- 7. Damaging hospital or school property.
- 8. Violation of hospital rules, regulations, standards, values, or policies.
- 9. Uncivil behavior to others.
- 10. Non-fulfillment of financial obligations.
- 11. Non-attendance.
- 12. Loss of clinical privileges.

Voluntary Withdrawal (Resignation)

A student who plans to withdraw from the program during any term must make an appointment to discuss their intention with the Program Director, Conemaugh School of Histotechnology and Financial Aid at PHCC. After this meeting, the student has one week to submit a letter verifying the voluntary withdrawal to the Program Director. Appropriate withdrawal forms for scheduled classes at Pennsylvania Highlands Community College must be completed by the student at the college. The Program Director will document and submit the withdrawal date based on the letter of resignation and/or the last date of attendance. The last date of attendance is used for financial aid purposes.

Professional Accountability and Conduct

Histotechnology students are to abide by college, hospital, and school regulations and expectations. Violation of academic integrity, inappropriate behavior, dress, grooming, language, and attitude are not tolerated. A student who continues to exhibit this behavior can be placed on probationary status or dismissed from the program. Students have a responsibility to monitor other individual's patterns of practice. Mistakes and errors can lower the standards of practice expected in providing quality patient care. The person who conceals mistakes of others is as guilty of that error as the actual participant.

Professional success depends upon more than academic achievement. The student is expected, as are Conemaugh employees, to adhere to high standards of personal and professional conduct. This includes politeness to others, cooperation, dependability, confidentiality, and accountability. Integrity is essential. Hospital policies and standards have been adopted for the welfare of patients. Corrective action will occur if policies and standards are not followed. Students are expected to attend class and meetings, assemblies, and graduation.

Progression / Promotion

Practical and written examinations are given at periodic intervals. The grading system is on a percentage, grade, and quality point system. Throughout the course of study, a grade of "C" or better, and a satisfactory clinical grade must be maintained. Students advance through the program by meeting academic standards, attendance, professional behavior, financial obligations, and program requirements. The final clinical grade indicates that the evaluation was based on consistency in performance and that adequate time for the evaluation in meeting outcomes occurred. Granting the degree or certificate is not contingent upon passing an external certification or licensure exam.

Promotion of the student is based on:

- 1. Meeting course requirements.
- 2. Demonstrating mastery of all course outcomes.
- 3. Maintaining satisfactory performance in previously learned courses within the curriculum plan.
- 4. Adhering to program requirements.
- 5. Achieving a passing grade of no less than a "C" in all courses within the curriculum plan.
- 6. Receiving a clinical performance grade of "Satisfactory."

A student with an "Incomplete" grade is not eligible for promotion until all course requirements are fulfilled/completed within the time frame established by faculty.

Students have the opportunity to correct areas of weakness by being placed on probationary status. A student is expected to inform significant others of grades and academic standing.

Academic Standing

Academic standing is determined by a quality point system. Theory grades are determined on a percentage basis with a letter grade equivalent. Clinical grades are part of the course grade. The student's academic quality point average (QPA) is obtained by multiplying the number of credit hours by the number of quality points of the course grade. The total number of quality points is then divided by the total number of credit hours to determine the QPA. A cumulative QPA will be maintained for each student to establish class rank. Courses transferred into the program are not calculated in the determination of the Conemaugh's School of Histotechnology QPA.

Attendance

Students are expected to maintain 100% attendance and be punctual for all classes. Absenteeism may affect grades and could result in academic failure. In the event of unavoidable absence, the student is responsible for information presented in class. Appointments should not be made during scheduled course activities or school functions. If an unavoidable absence is required, prior arrangements should be made with the Program Director. In the event of an absence, it is the student's responsibility to contact the Program Director at the beginning of the school day of return.

All students are expected to be <u>prompt</u> for a scheduled class and to remain for the entire period. Attendance will be taken for scheduled class time. Students with an attendance problem will be required to meet with the Program Director. When a student has missed over 15% by an excused and/unexcused absences, educational enrollment in the histotechnology course is immediately interrupted.

Attendance for scheduled clinical experiences facilitates the student's accomplishment of student learning outcomes. Assigned time for clinical is necessary for students to demonstrate application of classroom theory, to develop skills and judgment and to give faculty the opportunity to evaluate achievement in accomplishing course outcomes. Fifteen percent (15%) or more of clinical course hours missed is reason for dismissal. In the event of a labor dispute in a clinical setting, it may be required that clinical time lost is made up. Students are not expected to cross the strike line.

An excused absence is one that is due to illness, death in the immediate family, or any circumstance deemed unavoidable. The school must be notified of the reason for the absence by documenting evidence, or the absence will be recorded as unexcused.

Arriving 5-15 minutes late for clinical is recorded as tardy and 2 hours will be added to the student's absent time to be made up. Greater than 15 minutes tardy for clinical will require that a half day be made up. Being tardy for class time will result in missing the scheduled class hour.

The attendance policy does not apply to inclement weather days – follow inclement weather policy.

Student Employment

Employment may be necessary while enrolled in the program for some students. These

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guidelines apply:

- 1. The school assumes no responsibility for employment.
- 2. The school uniform and/or photo identification badge may not be worn at the employment site.
- 3. The employment schedule must not interfere with the academic schedule.
- 4. The school is not responsible for the student during employment hours.
- 5. Excessive hours of employment may negatively impact academic success.

Counseling Service

Counseling services are designed to assist the student in personal and professional adjustment.

Academic Counseling is provided by faculty and/or the Program Director of the school. Areas include theory and clinical performance.

Professional Counseling is provided by the Administrative Assistant for the School of Nursing, this includes test taking skills, time management skills, interview skills, and resume writing skills.

Personal Counseling is provided by the Student Health Nurse, Program Director of the Histotechnology Program, Director of School of Nursing and Allied Health Schools and/or Associate Director of the School of Nursing. Areas include self-understanding, self-direction, and personal adjustment. Referrals and consultations are made as necessary. The Student Health Nurse will also assist in referral of community resources.

Smoke-Free Shift Policy

It is the policy of Conemaugh Memorial Medical Center to prohibit smoking as well as the use of smokeless tobacco by all physicians, employees, students, patients, and visitors on all identified Conemaugh Memorial Medical Center property. Smoking is not permitted during the school day. The use of tobacco products by physicians and employees on all identified Memorial Medical Center property compromises the image of Conemaugh Memorial Medical Center as a health care institution. As a leader in medicine and the community, Conemaugh Memorial Medical Center has an obligation to its patients and to the public to strongly assert the risks of tobacco use. Establishment of a tobacco free environment makes such a statement. Patients have often expressed their concerns when they smell smoke on their caregiver. Visitors express their cobacco in front of the Conemaugh Memorial Medical Center campus buildings reflects negatively on us as a healthcare institution. The cigarette butts that frequent the sidewalks and parking lots are an eyesore, taking away from the beauty and cleanliness of our campuses. Compliance with the policy will be monitored and disciplinary action will occur if violated.

Health, Well-Being & Health Insurance

Expense of medical care and hospitalization is the student's responsibility. Conemaugh promotes health and well-being and adheres to the provision of a drug- free, smoke-free environment. It is Conemaugh's policy that students be physically and mentally fit. It is strongly recommended that each student possess health insurance. Health services are available. Mental health services are also available. When there is a charge for such services, the student's health insurance carrier is billed. If the student is found not to have health insurance, the student is responsible for payment.

In compliance with the requirements of the Drug Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendment of 1989, Conemaugh prohibits the unlawful manufacturing, possession, use or distribution of illicit drugs and alcohol by students and employees on its property or as part of its activities. This Drug and Alcohol-Free Workplace Policy is in effect throughout Conemaugh and is distributed yearly to all students. Annual educational sessions on substance abuse are presented. If a problem of substance abuse is suspected or documented, Conemaugh's Drug and Alcohol-Free Workplace Policy is implemented, and drug and alcohol screening/testing is done as deemed appropriate. Confidentiality is maintained. Legal sanctions, under the Controlled Substance, Drug, Device and Cosmetic Act or comparative legislation, may include probation, fines, or imprisonment. Periodic dental care and examination, eye care, orthopedic appliances and care related to pregnancy are the responsibility of the student or the student's family. In the event of illness, the student is to secure care from a physician of choice at personal expense. Certification of care by the physician should be submitted to the student health nurse where health records are maintained during enrollment.

Latex Allergies: The environment of various clinical sites cannot assure that the area is latex free. Those individuals who have latex allergies may require accommodations that the School cannot provide. The School cannot ensure that all learning sites utilized in the education process can be latex free.

Accommodations to Achieve Learning Outcomes

Students needing reasonable accommodations for testing and skill performance are to make an appointment with the Program Director, School of Histotechnology, to discuss the nature of the accommodation required by the School. Requests for reasonable accommodations must be documented two months prior to enrollment. Expenses for the learning assessment are the responsibility of the student. Results may be shared with the Student Health Nurse. The school complies with all federal, state, and local statutes and regulations. It is the policy of the school to oversee that the policies and practices are administered consistently without discrimination. A reasonable accommodation will be made for a known applicant with a disability unless the accommodation would impose an undue hardship on the operation of the facility. At the request of the student, documentation of a learning disability or physical limitation with the type of reasonable accommodation provided by the School will be submitted to the ASCP Board of Registry.

Transcript Service

Official and nonofficial transcripts will be issued upon a written request from the student. When requesting a transcript, give name at time of program completion, last 4 digits of the social security number, and address where the transcript is to be sent.

An official transcript is one that is signed by the School of Histotechnology Program Director and imprinted with the official seal of the Conemaugh School of Histotechnology. The envelope containing the official transcript is signed by the Program Director, School of Histotechnology, if the official transcript is not sent directly to an agency. An unofficial transcript is one that is not imprinted with the school's official seal. The School will release an official or unofficial transcript upon receipt of a written request. The form to request a transcript is available at www.conemaugh.org/transcript-requests. Transcripts from other institutions may not be sent to a third party. Transcripts will be released only if all current financial obligations are met.

Educational Facilities

Conemaugh Memorial Medical Center Campus contains a library, classrooms, offices, computer center, lab, and a variety of audiovisual materials. Clinical experiences are correlated with theory. Students participate in selection and evaluation of new materials and recommended additions to the Health Sciences Library. The computers, audiovisuals and printed materials are located in the computer center adjacent to the library collection. Educational facilities at the Pennsylvania Highlands Community College are also available.

Transportation and Parking

Students are responsible for providing their own transportation to class and clinical experiences. Public transportation is available. Transportation costs are variable and are determined by distances and modes of transportation. Students must make their own transportation arrangements. Student parking is designated. Violation of the parking policy can lead to dismissal.

Housing

All students are responsible for their housing needs. Many apartments in the immediate vicinity of the hospital offer housing to Conemaugh students

Meals

Meals may be purchased in the cafeteria or students may carry meals from home. Refrigerators are located in the student lounges. The Crossroads Café is located in the hospital. Several restaurants are located within one or two blocks of the hospital.

Dress Code Policy

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Grooming and attire worn by individuals connected with the Conemaugh School of Histotechnology should reflect an image of respect and professionalism in an academic and hospital setting. Dress that is appropriate, modest, and in good taste, is expected on all Conemaugh Memorial Medical Center campus areas. Students are to be properly groomed and hair clean. Every impression made on patients and the public is a significant concern, regardless of department, location, or assignment. At the discretion of the instructor/assigned staff, extremes in appearance or in attire will result in student dismissal from the learning experience. The student identification (ID) badge must be worn at all times. Lack of a hospital photo ID badge on campus requires that a badge be purchased from the Security department for a \$5.00 fee paid to the Financial Aid office in the Conemaugh School of Nursing. Repeated violation may result in probationary status or program dismissal by the Program Director.

<u>Uniform</u> – The complete uniform consists of navy-blue scrubs with the school logo, and white leather (non-porous fabric) shoes. No open toe, open areas on the shoe or strapless clogs or open heel shoes are permitted. Soles of the shoes are to be neutral in color. If cold, a navy blue, school logo, jersey may be worn in the classroom. Impervious lab coat must be worn at all times in the laboratory. The ID badge is to be worn on the upper chest with the photo visible. The badge is to be unadorned except for gold stars and honor pins.

<u>Makeup</u> – Subtle makeup is acceptable. Facial implants are not permitted.

<u>Contact Lenses/Glasses</u> – Must be a natural eye color and not distracting. Glasses must have clear lenses and frames that are not distracting in shape, color, or pattern.

Wristwatch – Must have a second-hand sweep and not be distracting in size or color.

<u>Jewelry</u> – Bracelets are not to be worn in the clinical area. The only jewelry to be worn on the hand is an engagement ring and a wedding band. The rings allowed should not cause injury or compromise the integrity of gloves. For students with pierced ears, only two small tasteful earrings (no hoops or dangles) are permitted on the lower earlobe. Exposed body jewelry is not permitted with the exception of earrings in the earlobe. Gauged/spacer earrings are unacceptable. Tongue or facial piercing/jewelry is not permitted. Neckwear is to be inconspicuous. A necklace, pendant and/or medal can be worn <u>under</u> the uniform.

<u>Gum Chewing</u> – Chewing gum distracts from a professional appearance and is not permitted during classroom or clinical experiences.

<u>Hair</u> – Hair is to be clean and neatly groomed, appropriately styled, and colored. Unnatural hair color (i.e., purple, green, blue, pink, etc.) is not permitted. Ribbons and hair ornaments are not allowed with the uniform. Headbands should be neutral in color. Long hair is to be pinned neatly above the uniform collar or held secure with a white scrunchie in a ponytail or braid down the back. Hair should not fall forward when working in the clinical setting. Students must be clean-shaven. Mustaches and beards are to be neatly trimmed. Sideburns may not extend past the earlobe.

<u>Hygiene</u> – Daily bathing, use of deodorant, and mouth care are expected. Clean dental hygiene and teeth in good repair are required. Perfumes/colognes should be avoided. Cigarette smoke on hair, breath, and clothing can be an unwelcome odor to others. Fingernails are to be trimmed short and kept clean. Due to an infection control hazard, no nail polish, acrylic nails or glue-on

nails and nail ornamentation may be worn with the uniform. Fingernail length must promote client and employee safety and not hinder patient care. Nails should not exceed 1/4" in length beyond the fingertip.

<u>Undergarments</u> – Students may wear white non-logo printed t-shirts under the scrub top with appropriate undergarments. No thermal underwear.

<u>Tattoos</u> – Body tattoos are to be covered by clothing or appropriate makeup or a skin-toned Band-Aid.

Forked Tongue – Splitting or forking of the tongue is not permitted.

Not Permitted:

- Technical devices (Bluetooth, earbuds, or non-approved electronic devices.)
- Tight fitted or sloppy clothing
- Head coverings/baseball caps
- Visible or skimpy underwear
- Dirty or worn shoes
- Lounge pants, sweatpants, leggings, or yoga pants
- Excessive cosmetics or jewelry
- Non-Conemaugh logo sweatshirt/jacket
- Scarves

Tuition & Fees

Billing and financial aid awards are processed through Pennsylvania Highlands Community College. Detailed information may be found on the Pennsylvania Highlands Community College official website at <u>https://www.pennhighlands.edu/admissions/pay-for-college/tuition/</u>. Students who have a previous degree and are obtaining a certificate only should contact Conemaugh School of Nursing and Allied Health Student Financial Services to make payment arrangements.

Graduation

Candidates for graduation from the Conemaugh School of Histotechnology and Pennsylvania Highlands Community College must have satisfactorily completed all curriculum academic and clinical laboratory requirements to be awarded a diploma. The student must pass the program cumulative final examination. The test is part of the Histotechnology 250 course. All fees and outstanding debts must be paid and all hospital property returned.

Students are expected to attend graduation activities. Clinical professional image standards are upheld for the graduation pictures and participation in the ceremony. The diploma and pin of the Conemaugh School of Histotechnology are awarded at program completion. Graduates receive recognition for academic honor roll placement and clinical attendance. Special awards may be given. Once the diploma and AS degree is awarded the graduate is eligible to take the National Registry Examination of the American Society of Clinical Pathologists.

Graduation and Placement Rates

The graduation and placement rates are an indicator of the demand for Histotechnology Technicians and the program has a reputation for developing job ready graduates. The number of Histotechnology Technician positions available far exceeds the number of graduates from programs nationwide. Conemaugh's School receives calls and letters from labs all over the nation looking for our graduates. With this information as an evaluation tool we realized the need to expand the size of our program. We designed the didactic and clinical schedules to accommodate more students without sacrificing quality.

ASCP – Board of Registry

Founded in 1928 by the American Society of Clinical Pathologists (ASCP), the Board of Registry is widely accepted as the most influential leader in the field of certification of medical laboratory professionals. The Board of Governors and the Board of Registry has 21 members:

- Six pathologists (nominated by the ASCP)
- Six medical technologists (nominated by the ASCP Associated Member Section)
- One representative from each of the following seven participating specialty societies:
 - American College of Microbiology
 - American Association of Blood Banks
 - American Society of Cytopathology
 - American Society of Hematology
 - Clinical Laboratory Management Association
 - National Registry in Clinical Chemistry
 - National Society of Histotechnology
 - American Association of Pathologists' Assistants
- Two public members

Certification

Certification is the process by which a non-governmental agency grants recognition of competence to an individual who has met certain predetermined qualifications, as specified by the agency or association.

The ASCP Board of Registry provides a mechanism for these individuals to be recognized as having the necessary competence to perform the medical laboratory roles they seek. This mechanism is called certification.

In conducting certification activities, the ASCP Board of Registry:

- Prepares standards that assure competence of medical laboratory personnel.
- Develops and administers appropriate examinations for measurement of competence.
- Develops and uses appropriate scoring procedure.

SCHOOL OF HISTOTECHNOLOGY MISSION:

Our Purpose

- To teach individuals the art and science of histotechnology.
- To produce graduates trained to the highest standards to serve our customers (i.e. affiliate and competitor institutions).

Our Values

- We believe in the dignity of all individuals.
- We hold reverence for life.
- We teach participation and teamwork necessary for excellence.
- We recognize diversity and creativity as a source of strength.

Our Philosophy

- We will continually learn, seek, and improve our program.
- We will meet the expectations of our students and those who seek to employ our students.
- We will relentlessly pursue and teach quality.

Our Vision

• We will be the premiere school of histotechnology for the region.

PROGRAM ADMINISTRATION AND FACULTY

Director of Education Programs...... Kimberly A. Ferry, MSN, RN, CNE, NPD-BC

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