

FREQUENTLY ASKED QUESTIONS (FAQ)

Phlebotomy Certification
Laboratory Field Services/DHS
850 Marina Bay Parkway
Richmond, CA 94804-6403
www.cdph.ca.gov

Note: Contents Subject to Change

QUESTION	ANSWER
What is the status of phlebotomy certification in California?	Effective April 9, 2003, all persons performing phlebotomy who are not California licensed physicians, nurses or clinical lab scientists or other licensed professionals where phlebotomy is not in their scope of practice, must be certified as a phlebotomist before they can draw blood.
What is the difference between the old certification and new certification?	Persons who were certified prior to April 9, 2003 (“old certification”) and who were employed as phlebotomists as of that date can continue to work until December 31, 2006 provided their application for State certification was submitted to LFS by July 1, 2006. Sometimes this is called “grand fathering”. All other persons must have the new certification in order to work as phlebotomists.
What kinds of new phlebotomy certification are there?	There are three kinds: <ul style="list-style-type: none">• <u>Limited phlebotomy technician</u> is authorized to do skin puncture blood collection only.• <u>Certified phlebotomy technician I</u>, is authorized to do venipuncture and skin punctures,• <u>Certified phlebotomy technician II</u> is authorized to do venipuncture, arterial puncture and skin punctures.
Where do I get an application form and where do I send it?	You are encouraged to apply online and pay via credit card. You may apply online by visiting: www.dhs.ca.gov/lfs and clicking on “Apply Online”. You can get an application online at

	the website address above.
<p>What do I have to do to get a phlebotomy certification?</p>	<p>A person without any phlebotomy experience must meet the following:</p> <ul style="list-style-type: none"> • At the minimum, be a high school graduate or complete a GED, Proof of higher education may be provided in lieu of high school graduation. • Complete 40 hours phlebotomy class training from an approved school. • Complete a minimum of 40 hours phlebotomy practice that includes at least 50 venipunctures and 10 skin punctures, • Pass an State of California approved phlebotomy certification exam. • Apply for certification, pay application fee. <p>A person with fewer than 1040 hours phlebotomy experience (half a year) must meet the following:</p> <ul style="list-style-type: none"> • At the minimum, be a high school graduate or complete a GED, Proof of higher education may be provided in lieu of high school graduation. • Complete 40 hours phlebotomy class training from an approved school, • Document completion of at least 50 venipunctures and 10 skin punctures, on the job, • Pass an California State approved phlebotomy certification exam, • Apply for certification, pay application fee. <p>A person with more than 1040 hours phlebotomy experience (more than half a year) must meet the following:</p> <ul style="list-style-type: none"> • At the minimum, be a high school graduate or complete a GED, Proof of higher education may be provided in lieu of high school graduation. • Complete 20 hours phlebotomy class training from an approved school, • Document completion of at least 50 venipunctures and 10 skin punctures, on the job. • Pass an California State approved phlebotomy certification exam, • Apply for certification, pay application

	fee.
How do I show that I am a high school graduate?	Contact your high school to have your official transcripts sent to the address above or provide LFS with an official copy of your transcript in sealed envelope. You may provide an original notarized copy of your high school diploma.
What if I am not a high school graduate or attended school outside the US?	You will have to complete a GED or have your foreign degree either evaluated by AACRAO or obtain an official translation of the foreign transcript. You can contact AACRAO at http://www.aacrao.org
What do I do if my high school transcripts are unavailable?	Contact LFS in writing to explain your situation. Solutions will be based on an individual basis.
Where do I find a school where I can take phlebotomy classes?	Lab Field Services maintains a list by county of approved training programs. Check the website above and contact the programs directly.
How do I document on-the-job phlebotomy experience?	The laboratory or medical director must complete a form that lists your dates of employment, approximate number of phlebotomy procedures performed.
What exams can I take for phlebotomy?	There currently are six certifying organizations approved to give phlebotomy exams for CA certification purposes. Check the website above to get all the information. The exams are given by <u>ACA</u> (574) 277-4538; <u>AMT</u> , (800) 275-1268; <u>ASCP</u> (312) 738-1336; <u>NCCT/MMCI</u> (800) 875-4404; <u>NCA</u> (913) 438-5110; and <u>NHA</u> (800) 499-9092. You may contact them directly about taking their exam.
Will experienced or employed phlebotomists be automatically given state certification?	No, every phlebotomist must obtain State certification.
I already have a national certificate in phlebotomy. Do I need to take the exam again?	Yes, California law requires the certifying exam to be approved on or after April 2003, the effective date of the law change. If you took the exam prior to that, you may have to take it again.
How long is the certification good for?	Two years.

What do I have to do to renew the certificate after two years?	Renewal papers will be sent to you approximately 60 days prior to the expiration of your certificate. You will need to have completed 6 hours of continuing education over the course of two years to renew your certificate and pay a fee. A new certificate will be sent to you.
Where do I get the continuing education classes?	You can take continuing education classes at any location approved by Lab Field Services. This includes most classes put on for clinical lab scientists at hospitals and laboratories.
Do I need to pay to maintain my national certification?	No, this is up to you and not required by the state.
Do I need to get continuing education from my certifying organization?	This is not required by the state.
How long will it take to get a state certificate in phlebotomy?	Once a complete application is received by Lab Field Services, the processing should take about 90 days.
Can I fax documents to the office? What is the number to use?	Yes, you may use (510) 620-3822 or (510) 620-3692
Can I work as a phlebotomist when I get all my application documents in?	No, you cannot work until you are certified as a phlebotomist by the state.
Will I get a letter when all my application documents are in?	No, your cashed check is proof of the receipt of your application. LFS will send you a deficiency letter or approval letter accordingly.
My application check was cashed. Does that mean I've been approved?	No, it just means your application has been received.
How do I do a change of address?	Write or FAX the information to the address above. Tell us whether you are already certified or pending certification.
Do the new requirements apply to Medical Assistants, Emergency Medical Technicians or Blood Donor Phlebotomists?	These requirements do not apply to anybody who is an MA, EMT or BDP, or to other licensed persons who can draw blood within their scope of practice at certain locations. These new rules are for persons drawing blood as phlebotomists for diagnostic purposes, as for a hospital or clinical laboratory.
Can a Certified Phlebotomy Technician draw blood for police agencies or for	Yes, in specific situations a CPT can draw blood for police agencies or insurance

insurance companies?	applicants.
There's a mistake on my certificate. How do I get it corrected?	Send a copy of the certificate with the mistake indicated and show what correction is needed. Send a copy of your driver's license or some other photo identification for verification. You will be issued a corrected certificate, but you must return the original certificate containing the error.
How do I get a duplicate certificate?	Put the request in writing and include \$13 for the duplicate copy. Send to Lab Field Services.

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