



Medical Laboratory Technology Program

Supplemental Policy Guide

This document serves to delineate additional policies specific to the Medical Laboratory Technology Program at Hondros College of Nursing. In any instance where the policies here contradict the Student Catalog, the Student Catalog should be followed.

Program Mission Statement

The mission of the Medical Laboratory Technology program at Hondros College of Nursing is to educate students in the technical and professional skills required to serve as effective medical laboratory technicians in a variety of clinical laboratory settings.

Essential Functions

In accordance with guidelines published by the American Society for Clinical Laboratory Science (<https://www.ascls.org/what-is-a-medical-laboratory-science-professional>), the Medical Laboratory Technology program requires that students are able to comply with the following essential functions:

- **Critical Thinking and Intellect** – The ability to solve problems; make appropriate decisions; examine evidence and reach a logical conclusion; identify patterns; prioritize properly; and read and comprehend technical and learning materials.

- **Physical Skills and Ability** – The ability to move safely in a laboratory environment; travel to clinical sites; perform physical labor that may include sitting or standing for extended periods of time; hold, carry, and use laboratory supplies; reach laboratory equipment and supplies; use clinical laboratory equipment according to specified guidelines and standard operating procedures; perform manual tests; use phlebotomy supplies to collect blood samples; and participate as a patient for phlebotomy experiences.
- **Effective Communication Skills** – The ability to read and understand written text in English, including technical manuals and textbooks; comprehend and follow written and verbal instructions; write papers and reports; and communicate professionally and clearly with patients, other members of the healthcare team, faculty, and other students, both orally and in writing.
- **Visual Acuity** – The ability to perform macroscopic and microscopic analyses; read and comprehend procedures, graphs, and other materials, in print or on a screen; observe laboratory demonstrations; distinguish an appropriate amount of visual detail; and differentiate color, consistency and clarity of specimens and reagents.
- **Professional Skills** – The ability to work as an effective member of an interdisciplinary team; work independently without extensive supervision; manage time efficiently; follow established safety procedures; work calmly and prioritize appropriately in a potentially stressful environment; adapt to changes in the work environment; and exhibit sound decision-making and professional behavior at all times.

Students seeking accommodations should refer to the **Americans with Disabilities Act (ADA)** section of the Student Catalog.

Service Work Policy

Medical Laboratory Technology students are not expected to perform service work and are not allowed to take the place of qualified staff during any clinical rotation.

After demonstrating proficiency, students with qualified supervision may be permitted to perform procedures. During the clinical practicum, students may perform patient testing under the supervision of qualified laboratory personnel responsible for their training. A clinical institution, which employs a currently enrolled MLT student as a laboratory assistant or phlebotomist, will schedule the student for work ONLY during non-

instructional hours. Students shall not receive any compensation from the facility for their participation in the clinical practicum.

Program Faculty

Note: While this list of faculty is updated regularly, it may be out of date in the event of a faculty addition or departure

MLT Program Core Faculty – West Chester

Name and Credentials	Academic Rank
Jean Ruddell, MS, MLS(ASCP) ^{CM} SBB	Associate Professor, Program Director
Julie Harris, BS, MLS(ASCP) ^{CM}	Adjunct Instructor

MLT Program General Education Faculty – West Chester

Name and Credentials	Discipline	Academic Rank
Alexander Gearhart, MS	Biology	Instructor
Norrenna Hubbard, MS	Biology	Associate Professor
John Seeck, JD, MA	Communication	Adjunct Instructor
Cassie Hewitt, MA, MAT	English	Associate Professor
Heather Burke, MA	English	Associate Professor
Luann Edwards, MA, MLIS	English	Adjunct Instructor
Hannah Stephenson, MA	English	Adjunct Instructor
Charlotte Morgan, MA	English	Adjunct Instructor
Tatyana Ipatova, MS	Mathematics	Associate Professor
Theresa Moore, MS	Mathematics	Associate Professor
Dr. Denise Wilson, PhD, MSTAT	Mathematics	Professor

MLT Program Core Faculty – Westerville

Name and Credentials	Academic Rank
Kathleen Fletcher, BS, MT(ASCP)	Instructor, Site Coordinator

MLT Program General Education Faculty – Westerville

Name and Credentials	Discipline	Academic Rank
Mohammad Hasan, MS	Biology	Instructor
Dr. Mark Hopkin, MD, PhD	Biology	Professor
Tanya Preston, MA	Communication	Adjunct Instructor
Cassie Hewitt, MA, MAT	English	Associate Professor
Heather Burke, MA	English	Associate Professor
Luann Edwards, MA, MLIS	English	Adjunct Instructor
Hannah Stephenson, MA	English	Adjunct Instructor
Charlotte Morgan, MA	English	Adjunct Instructor
Theresa Moore, MS	Mathematics	Associate Professor
Dr. Denise Wilson, PhD, MSTAT	Mathematics	Professor