


STANTON TERRITORIAL HEALTH AUTHORITY

Yellowknife, Northwest Territories

TITLE: Medical Laboratory Assistant Program Clinical Training	Revision Date: 28 February 2018	Issue Date: 28 February 2016
Document Number: QUA30260	Status: Approved	
Distribution: Laboratory Quality Manual	Page: 1 of 2	
Approved by: S. Asmussen, Manager of Diagnostic Services	Signed by: 	

PURPOSE:

The purpose of this procedure is to ensure adequate clinical training of Medical Laboratory Assistants (MLA's) following a certified college course.

PROCEDURE INSTRUCTIONS:

Step	Action
1	The college will make the necessary arrangements to have a student receive clinical training at this facility.
2	The college will submit a list of clinical objectives to be met.
3	The Laboratory Supervisor will verify the clinical objectives are covered in the Medical Laboratory Assistant Program Clinical Objectives.
4	The Laboratory Supervisor will set up a schedule for the trainee to allow for all clinical objectives to be met.
5	The responsible Technologist or Lab Assistant will instruct and observe the trainee performing the necessary tasks. The appropriate area of the clinical objectives will be filled in and submitted to the Laboratory Supervisor.
6	Upon completion of training, the Laboratory Supervisor will transcribe the results of the clinical objective form to the approved college form.
7	All necessary paperwork is maintained by the Laboratory Supervisor and the Trainee. <ul style="list-style-type: none">• The original Stanton paperwork and a copy of the approved college form will be retained by Stanton.• The original approved college form and a copy of the Stanton paperwork will be retained by the Trainee.

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FILENAME: QUA30260MedLabProgramTrainingPRO.doc

PRINT DATE: 1 March 2016

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RELATED DOCUMENTS:

- Medical Laboratory Assistant Program Clinical Objectives

REFERENCES:

- Clinical and Laboratory Standards Institute. (2006). *The Key to Quality: The fundamentals for implementing a quality management system in the clinical laboratory*. Wayne, PA, USA: Clinical and Laboratory Standards Institute.
- Clinical and Laboratory Standards Institute. (2011). *Quality Management System: A Model for Laboratory Services; Approved Guideline* (Fourth Edition ed.). Wayne, PA, USA: Clinical and Laboratory Standards Institute.
- Clinical and Laboratory Standards Institute. (2012). *Training and Competence Assessment; Approved Guideline* (Third Edition ed.). Wayne, PA, USA: Clinical and Laboratory Standards Institute.
- Clinical and Laboratory Standards Institute. (2015). *Laboratory Personnel Management* (First Edition ed.). Wayne, PA, USA: Clinical and Laboratory Standards Institute.

REVISION HISTORY:

REVISION	DATE	Description of Change	REQUESTED BY
1.0	26Apr11	Initial Release	C.Russell

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