University of Wisconsin-Stevens Point
College of Professional Studies
School of Health Sciences and Wellness
2001 Fourth Ave. Stevens Point WI 54481-3897
715-346-3766
www.uwsp.edu/health
health@uwsp.edu

Medical Laboratory Science Program
Medical Laboratory Technician (MLT) to Medical Laboratory Scientist (MLS)
Attestation Task List

PART I (TO BE COMPLETED BY APPLICANT)

_____ _____
Student Name: UWSP Student ID:

_____ _____
Address E-Mail

_____
City, State, Zip Code

_____ _____
MLT Program/Graduation Date: MLT Certification – Agency/Date (verification must be provided)

PART II (MUST BE COMPLETED AND SIGNED BY THE IMMEDIATE SUPERVISOR OR LABORATORY MANAGEMENT* TO BE ACCEPTABLE)
VERIFICATION OF EXPERIENCE FOR CLINICAL PRACTICUM
To verify that the student has sufficient experience in the area(s), please indicate how you assessed the **student's proficiency** in all tasks below according to the following evaluation methods:

(OB) Observed = Student observed the task.
(D) Discussed = Student verbalized the task theory/steps and sample requirements.
(P) Performed = Student performed the task.
a. Proficiency Testing (PT) or Blind Sample.
(R) Records = Documented Results/Records/Review on file for the student.
b. Test Results/Quality Control/Proficiency Testing (PT)/Maintenance Records.
(W) Written = Student passes a written/oral exam for the task theory/steps.
(O) Other = Please describe.

Level of Achievement
Please utilize the following criteria to assist in determining the student's Level of Achievement.

(P) Proficient.
Student **can** perform and/or has knowledge of the procedure with confidence including theory, basic problem solving and interpretation of results with little or no supervision. **And** performance meets the level of competency required by the laboratory for that task or process for entry level CLS/MLS.

- Scoring 100% on Blood Bank Proficiency Testing and ≥80% on other discipline proficiency testing performed.
- Completed competency assessments in discipline. No corrective action taken/needed.
- Simulations – passing score, certificate of completion, proof of completion as applicable.

(NP) Not Proficient
Student **cannot** perform (with confidence) and/or has no knowledge of the procedure including theory, basic problem solving and interpretation of results. **And** performance does not meet the level of competency required by the laboratory for that task or process for an entry level CLS/MLS.

- Scoring <100% on Blood Bank Proficiency Testing and <80% on other discipline proficiency testing performed.
- Uncompleted Competency Assessments in discipline: Initial, 6-month, 1 year (as applicable). Considered **Not Proficient** if corrective action was taken/needed.
- Simulations – employee did not pass or there is no proof of completion.

(NA) Not Applicable

- Laboratory does not perform testing.

What if Not Proficient

- If a student is found to be not proficient in a clinical area by a laboratory supervisor/laboratory management, then the student will spend hours outside of their work hours in the area working with an assigned preceptor/laboratory supervisor/laboratory management and be reassessed by the laboratory supervisor/laboratory management until found proficient.
- If a student is found not proficient in a specific task by a qualified laboratory supervisor/laboratory management, then the student will spend hours (varies with different tasks) outside of their work hours with a qualified laboratory preceptor/supervisor/laboratory management and be reassessed until found proficient.

Note: The UWSP Attestation Task List document is broken up into academic disciplines, not necessarily how a laboratory may arrange/assign laboratory testing into departments/areas.

***Management is defined as someone currently employed in a management role at that location who can verify technical experience.**

		Please use codes/criteria abbreviations listed above				Proficiency obtained	
Discipline	**Experience**	**Evaluation Method**	**Level of Achievement**	**Date**	**Reviewer's Initials**	**Reassessed Date**	**Reviewer's Initials**
Safety	Laboratory Safety						
Immunohematology	Specimen collection, evaluation, and processing						
	ABO and Rh Typing						
	ABO and Rh Discrepancies Resolution						
	Antibody screen						
	Antibody identification – Basic • Single and multiple antibodies • Antigen typing						
	Antibody Identification – Complex • Elution • Adsorption • Prewarm Technique • Enzyme Treatment • Inhibition/Neutralization						
	Crossmatch/Compatibility testing						
	Selection and Administration of Blood Products						
	Emergency release/issue of products						

		Please use codes/criteria abbreviations listed above				Proficiency obtained	
Discipline	**Experience**	**Evaluation Method**	**Level of Achievement**	**Date**	**Reviewer's Initials**	**Reassessed Date**	**Reviewer's Initials**
Immunohematology	Blood component ((RBCs, plasma, platelets, cryoprecipitate) indications, preparation, modifications, storage requirements and expiration						
	Direct Antiglobulin Testing						
	HDFN assessment and testing • Prenatal antibody titer • Fetal Bleed Screen/Kleihauer-Betke Test • Cord Blood testing RhIg indications and dosage						
	Transfusion Reaction Workups						
	Problem solving, documentation/corrective action						
	Quality control/assurance documentation/corrective action						
	Instrument maintenance and troubleshooting, documentation/corrective action						

		Please use codes/criteria abbreviations listed above				Proficiency obtained	
Discipline	**Experience**	**Evaluation Method**	**Level of Achievement**	**Date**	**Reviewer's Initials**	**Reassessed Date**	**Reviewer's Initials**
Chemistry	Specimen collection, evaluation, and processing						
	Dilutions (if applicable)						
	Basic analytical methodology and interpretation including, but not limited to: • Electrolytes • Blood gases • Glucose • Blood urea nitrogen • Creatinine • Cardiac • Bilirubin • Enzymes • Lipids • Proteins • Hormones • Body Fluids						
	Immunoassay testing						
	Endocrinology						
	Tumor Markers						
	Therapeutic drug monitoring						
	Toxicology						
	Quality control/assurance, documentation/corrective action						
	Instrument maintenance and troubleshooting, documentation/corrective action						
	Problem solving, documentation/corrective action						

		Please use codes/criteria abbreviations listed above				Proficiency obtained	
Discipline	**Experience**	**Evaluation Method**	**Level of Achievement**	**Date**	**Reviewer's Initials**	**Reassessed Date**	**Reviewer's Initials**
Hematology	Specimen collection, evaluation, and processing						
	Blood smear preparation						
	Blood smear evaluation and differential at 95% confidence level						
	Basic hematology analytical methodology and interpretation including, but not limited to: • Complete blood counts • Retic counts • ESR • Sickle screen						
	Basic coagulation analytical methodology and interpretation including, but not limited to: • Prothrombin time (PT) • Partial Thromboplastin Time (APTT) • Fibrinogen • D-Dimer						
	Special coagulation tests (factor assays, platelet function studies)						
	Instrument preventative maintenance and troubleshooting, documentation/corrective action						
	Problem solving/troubleshooting, documentation/corrective action						

		Please use codes/criteria abbreviations listed above				Proficiency obtained	
Discipline	**Experience**	**Evaluation Method**	**Level of Achievement**	**Date**	**Reviewer's Initials**	**Reassessed Date**	**Reviewer's Initials**
Serology	Specimen collection, evaluation, and processing						
	Manual serological tests (RSV, Influenza, Covid, Heterophile antibody, Syphilis, etc.)						
	Automated serological testing (hepatitis, Rheumatoid Arthritis, Rubella, HIV, etc.) (Include automated methods performed in chemistry)						
	Instrument preventive maintenance and troubleshooting, documentation/corrective action						
	Quality control/assurance, documentation/corrective action						
	Problem solving/troubleshooting, documentation/corrective action						
Urinalysis and Other Body Fluids	Specimen collection, evaluation, and processing						
	Routine Urinalysis						
	Routine evaluation of other body fluids						
	Instrument preventative maintenance and troubleshooting, documentation/corrective action						
	Quality control/assurance, documentation/corrective action						
	Problem solving/troubleshooting, documentation/corrective action						

		Please use codes/criteria abbreviations listed above				Proficiency obtained	
Discipline	**Experience**	**Evaluation Method**	**Level of Achievement**	**Date**	**Reviewer's Initials**	**Reassessed Date**	**Reviewer's Initials**
Microbiology	Specimen collection, evaluation, and processing						
	Media selection						
	Microscopic examination of specimens (Gram stain, wet prep, etc.)						
	Special Stains if applicable (KOH, Calcofluor White, Iodine etc.)						
	Culture evaluation* *Aerobic, Anaerobic, Fungal, Acid-Fast Bacilli*						
	Antibiotic Susceptibility testing – *Vitek, D-Test, Disc Diffusion*						
	Manual methods for detection and identification of microorganisms. (Bacteria, mycobacteria, parasites) *Biochemical, API strip. Enterotube, wet prep, etc.*						
	Automated methods for detection and identification of microorganisms. (Bacteria, mycobacteria,) *MALDI, Vitek, NAAT, etc*						
	Molecular methods for detection and identification of parasites and fungi.						
	Instrument preventive maintenance and troubleshooting, documentation, and corrective action						
	Problem solving/troubleshooting, documentation/corrective action						

***Sources for evaluation – Urine, Wounds/abscess, Group B strep, Tissue, Strep throat, body fluids, Respiratory, GI, Blood and Genital tract.**

PART III
Please complete the following information.

1. **List your Laboratory accreditation(s).**

   _____

2. _____ Verify that this employee has a minimum of two years full-time work experience and performed satisfactorily in the areas checked on this form within the last four years.

   Hire Date: _____

   OR

   _____ Verify that this employee does not have a minimum of two years full-time experience but is a current employee performing satisfactorily in the areas checked on this form.

   Hire Date: _____

3. **Complete when student has unmet areas in Part II**

   _____ Verify that if this student has remaining **unmet** areas in Part II of this form, I as the employer **will** provide a practicum for the remaining unmet areas in accordance with accreditation requirements by the end of the MLS Clinical Practicum.

   OR

   _____ Verify that if this student has remaining **unmet** areas in Part II of this form, I as the employer **cannot** provide a practicum for the remaining unmet areas in accordance with accreditation requirements by the end of the MLS Clinical Practicum. **If the employer is unable to provide a practicum for any of the unmet required areas, please indicate with the work "NO" next to the task in Part II. It is the responsibility of the student to identify a location that will provide the practicum in the remaining unmet areas.**

By signing this form, I as the immediate supervisor or laboratory management*, verify the above information provided is true and accurate to the best of my knowledge. The applicant has performed satisfactorily and is deemed competent in the discipline/experiences as signed off on by reviewer.

_____ _____
Printed Name of Immediate Supervisor or Laboratory Management* Title

_____ _____
Signature of Immediate Supervisor or Laboratory Management* Date

_____ _____
Telephone number Email Address

_____
Institution

_____
City, State, Zip

PART IV

By signing this form, I as the student

____ Verify I have performed all the required tasks on this form.

OR

____ Verify I have <u>not</u> performed all of the required tasks on this form, and I agree to complete a practicum in accordance with accreditation requirements by the end of the MLS Clinical Practicum. I understand that it is my responsibility, if necessary, to identify a location in which I may complete the advanced experiences if it is not available at the current facility.

_____ _____
Student Signature Date

Please refer questions and completed document to the Medical Laboratory Science Program Director, Dawn Barten, dbarten@uwsp.edu

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University of Wisconsin-Stevens Point
Clinical Laboratory Science
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Prior Learning Assessment

The University of Wisconsin-Stevens Point recognizes that significant learning can take place in many forms outside of the traditional classroom, i.e., "nontraditional learning." Such learning may have resulted from participation in certain government, military, employment, or other non-credit bearing activities.

CLS: MLT to MLS Prior Learning Assessment (PLA) Eligibility Requirements

Students are eligible for PLA if the following requirements are met:

- Be a fully matriculated, active student (completed the UWSP application and orientation meeting, possess a student ID and are not on program hold or disenrolled).
- Have received a completed Transfer Credit Evaluation through the UWSP registrar.
- Earned a grade point average (GPA) of 2.75 for courses taken to date and are not on academic probation.
- Not yet applied for graduation
- Currently working as a Board-Certified Medical Laboratory Technician (e.g., MLT (ASCP)) or currently credentialed and have held MLT work positions within the past 5 years.
- Individuals must have 2 years of MLT clinical laboratory experience to qualify for PLA credit award.

CLS: MLT to MLS PLA Credit Award

To be awarded credit for prior learning, you must be able to demonstrate that you have met the learning objectives required in a university academic course. For the CLS: MLT to MLS major, PLA credit is typically awarded as Clinical Practicum I (CLS 482) credit. The student will be required to submit documentation as well as an extended resume describing MLT work experience. The required documentation will include:

1. Verification of MLT Board Certification (Agency/Date)
    - American Society for Clinical Pathology (ASCP) –
        - For applicants prior to January 1, 2004, please submit a copy of your ASCP ID card. If you do not have your ID card you will need to verify your credentials through ASCP via the following link: ASCP Verification of Credentials
            - After receiving the results, you will be able to print a copy. The copy of verification can be submitted to UWSP through the following email address: health@uwsp.edu.
        - For applicants after January 1, 2004, please submit either a copy of your ASCP ID card **or** a copy of your most recent CE certificate. The copy of verification/certificate will be submitted to UWSP through the following email address: health@uwsp.edu.

- Verification through American Medical Technologists (AMT)
  - AMT has partnered with Credly to provide digital badges to individuals that hold their certification. Applicants will be asked to share that digital badge information with UWSP. UWSP uses that information on AMT's Credly directory to verify your current certification status. For more information, please visit the AMT website via the following link: American Medical Technologists (AMT) > Verify (americanmedtech.org)

2. Completion of the Attestation Task List form by the Immediate Supervisor or Laboratory Management.

Evaluations for PLA credit of program requirements will be conducted by the CLS Program Director or designee.

PLA Credit Restrictions

Students will be awarded no more than a total of 15 credits for prior learning experiences through the PLA process.

Credits based upon PLAs by UWSP generally do not transfer to other schools outside of UWSP without reevaluation by their faculty in accordance with their academic policies. UWSP does not accept PLA credit evaluated and approved by other universities. Credit based upon PLAs made by other institutions do not transfer to UWSP without reevaluation by our faculty in accordance with UWSP academic policies.

Credit petitioned via PLA must be for a specific university course within your academic program. The university awards credits for college-level learning that can be assessed and documented. Credit is awarded for learning, not experience. Your prior learning must be:

- Related to your current educational goals and objectives.
- College-level and be relevant to a specific course for which the university grants academic credit.
- Transferable to situations other than that in which it was gained.
- Accompanied by the application of appropriate theories.

Credit for prior learning shall be applied to degree or program requirements in the same manner as credits earned through the completion of the equivalent courses at UWSP. Credit will be applied for UWSP course equivalents when students demonstrate mastery of course objectives.

Credits for demonstrated knowledge earned through any prior learning method do not fulfill UWSP residency requirements.

Credit awarded by prior learning assessment at UWSP shall receive a neutral grade such as "P" for pass or "CR" for credit. Conventional letter grades will not be used. The transcript will not indicate an unsuccessful attempt to earn credit for prior learning.

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Assessing/Evaluating PLA Documentation

The subject matter expert(s) within the academic program will conduct the initial evaluation of the documentation and be approved by the Assistant Dean of the School of Health Sciences and Wellness. For CLS: MLT to MLS, the Program Director or designee will utilize the criteria delineated under the "Attestation Task List" form. The student must pay a UWSP Prior Learning Assessment fee prior to the awarding of PLA credits. The fee associated with PLA credits is $50 total for 1-12 credits and $100 total for 13-15 credits. The PLA fee may change, please contact the UWSP Coordinator of Prior learning Assessment, Ms. Sally Cayan, scayan@uwsp.edu, 715-346-2764, for current PLA fee structure.

The Attestation Task List is comprised of the seven disciplines within the clinical laboratory including a section on safety. The immediate supervisor or laboratory management (someone in management role who can verify technical experience) will identify whether the student is proficient or not proficient based on sufficient work experience utilizing evaluation methods identified on the form. The break down, per discipline, for the number of possible PLA credits awarded for Clinical Practicum I (CLS 482) is as follows:

Hematology/Hemostasis	3 credits
Microbiology	3 credits
Blood Bank	2 credits
Chemistry	2 credits
Serology	1 credit
Urinalysis and other Body Fluids	1 credit

Students who are deemed proficient on their Attestation Task List will meet the following course learning outcomes assigned to the clinical practicum.

- Work as a member of the laboratory team.
- Demonstrate entry level competencies in each of the major subdisciplines.
- Demonstrate appropriate communication skills in a health care setting.
- Initiate critical thinking and problem-solving skills.

After completion and submission of the Attestation Task List, the CLS Program Director or designee will determine the amount of PLA awarded based on the following rubric.

When the discipline has a three-credit (3 credit) designation, the following credit may be awarded:

- If twenty five percent (25%) of the experiences are marked as proficient, the student will earn 1 credit of PLA with the remaining credits to be completed during the semester of their clinical practicum.
- If fifty percent (50%) of the experiences are marked as proficient, the student will earn two (2) credits of PLA with the remaining credit to be completed during the semester of their clinical practicum.
- If the student has been identified as being proficient in one hundred percent (100%) of the experiences listed, they will earn three (3) credits of PLA and have completed that portion of the clinical practicum.

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When the discipline has a two-credit (2 credit) course designation the following PLA credits may be awarded:

- If fifty percent (50%) of the experiences are marked as proficient, the student will earn one (1) credit of PLA with the remaining credit to be completed during the semester of their clinical practicum.
- If the student has been identified as being proficient in one hundred percent (100%) of the experiences listed, they will earn 2 credits of PLA and have completed that portion of the clinical practicum.

When the discipline has a one- credit (1 credit) course designation, the following credit may be awarded:

- Must complete one hundred percent (100%) of the experiences to earn any PLA. If they do not earn the PLA, then that discipline will need to be completed during the semester of their clinical practicum.

Submission of Completed Forms

Please submit completed form to Dawn Barten, UWSP CLS Program Director at dbarten@uwsp.edu.