

Phlebotomist Job Description

Duties and Responsibilities:

- Verify patient identity by crosschecking medical records and patient wristband
- Perform venipuncture using specialized medical instruments such as hypodermic needle to obtain blood specimen
- Maintain the integrity of collected samples by applying aseptic techniques and complying with isolation procedures
- Conduct bedside glucose test to assess glucose levels and report to physician
- Carry out bleed-time tests to alert a pathologist when results fall below standard
- Comply with departmental procedures and testing schedule to maintain quality results
- Document all phlebotomy operations from collection to analysis and diagnosis
- Transfer blood specimen into tubes and label appropriately
- Explain to patients the details of a procedure to address their concerns and reassure them
- Administer intramuscular and subcutaneous injections within boundaries of licensing
- Perform hemoglobin tests to ensure healthy levels of iron in donor blood
- Ensure the safety, health and comfort of plasma or blood donors during and after a procedure
- Carry out saline flushes and dispense anticoagulant drugs through intravenous lines
- Present reports and results of an analysis to a physician for interpretation and diagnosis
- Train and supervise the activities of trainee phlebotomists.

Phlebotomist Requirements – Skills, Knowledge, and Abilities

- Education and Training: To become a phlebotomist, you require a high school diploma which allows you entry into a one year phlebotomy program offered by technical/vocational schools or community colleges. A certification from organizations such as the National Center for Competency Testing or the American Society for Clinical Pathology is necessary to secure a job as a phlebotomist as some states require phlebotomists to be certified
- Attention to details: Phlebotomists are able to draw correct amounts of blood, label them correctly and enter accurate information into database
- Dexterity: They are able to operate medical tools and equipment in carrying phlebotomy procedures
- Empathy: They are sympathetic to the plight of patients, thus they show care and support to them emotionally.