

Phlebotomy: Policies and Techniques CBL Workbook

Please complete as you view the CBL

Name: _____ Employee ID: _____

Date: _____

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1. The most important procedure in phlebotomy is correct _____.
 2. The two identifiers used to identify patients are 1) _____
2) _____
 3. It is important to perform hand hygiene _____ and _____ each patient.
 4. If the patient is in isolation and I am not the primary nurse, I must:
_____.
 5. Always examine your equipment for any defects _____ to entering the selected vein.
 6. The maximum amount of time the tourniquet is allowed to remain in place before beginning a venipuncture is _____.
 7. The tourniquet should be applied approximately _____ the site where the venipuncture will be made.
 8. The preferred site for venipuncture is the _____ located _____ to the elbow.
 9. Factors that can contribute to hemo-concentration include: _____ and _____.
 10. Complete the following chart in reference to order of draw:

Order of draw	Tube Color	Invert Times
Fill 1 st		
Fill 2 nd		
Fill 3 rd		
Fill 4 th		
Fill 5 th		
Fill 6 th		

11. The following tests require ice after collection and during transport:
_____ and _____.

12. The proper technique for specimens requiring ice includes:

_____.

13. Leaving alcohol on the skin may cause the specimen to _____.

14. True or False

Anchoring the vein above and below the site using the thumb and index finger is an acceptable technique.

15. Once the blood begins to fill the tube, do NOT allow the patient to _____.

16. True or False It is better to remove the needle before removing the vacuum tube.

17. True or False Always release the tourniquet, AFTER you remove the needle.

18. If a patient is still bleeding after the venipuncture, apply pressure for up to _____ minutes.

19. Complete the following:

Labeling the specimen tubes must be done

- 1) _____
- 2) _____
- 3) _____

20. List 5 label requirements when labeling a specimen, whether computer generated or hand labeled:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____

21. List six reasons a specimen can hemolyze:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____

22. Where do you document the collection of blood in Dimensions? _____.

*****Blood Cultures*****

(this section is for team members whom collect blood cultures)

If you do not collect blood cultures in your role, you have completed the CBL Workbook.

23. When obtaining blood cultures, in what order do you use the bottles?

_____.

24. What is the preferred method for obtaining blood cultures? _____.

25. True or False It is acceptable to collect blood cultures from an established IV.

26. What is required to obtain blood cultures from a central line? _____.

27. It is important to collect blood cultures prior to initiating _____.

28. It is important to cleanse each culture collection bottle with an _____
after removing the cap.

29. If the patient's condition allows, infusions should be stopped for _____ prior to collecting blood cultures.

30. The _____ is the preferred method for collecting blood from a CVAD. (****Nurses Only****)

31. When collecting cultures from a CVAD, which lumen should be used for sampling? (****Nurses only****)

_____.

32. True or False When collecting cultures from a CVAD, the catheter hub should be scrubbed (for the appropriate time according to the cleanser used) prior to drawing each specimen. (**Nurses only**)



You have completed the CBL Workbook for Phlebotomy Policies and Techniques.