

## MEDICAL LABORATORY ASSISTANT NATIONAL CERTIFICATE PRACTICUM

# Memorandum

To: Clinical Preceptor

From: Jean Crowe, Program Administrator, Science

Re: MDLB 1991, Laboratory Practicum - Evaluation of National Competencies

Thompson Rivers University, Open Learning (TRU-OL) offers a distance-delivered program designed to provide certification for Medical Laboratory Assistants (MLAs). The first five courses in the program represent the academic/theory requirements established by the Canadian Society for Medical Laboratory Science (CSMLS). The final component in the certification program is MDLB 1991, Laboratory Practicum - Evaluation of National Competencies. The practicum entails examining and evaluating the MLAs practical competencies as they are performed in the workplace and ensuring they satisfy the objectives and standards provided by TRU-OL.

Each student will be mailed TRU-OL's Medical Laboratory Assistant National Certificate Competency Manual, which includes detailed checklists and full instructions for completion and submission of the evaluation. Students are instructed to bring this Competency Manual with them on the first day of their practicum.

The preceptor(s) signing the Competency Manual must be a CSMLS-registered Medical Laboratory Technologist (MLT) or certified Medical Laboratory Assistant. Other health care professionals may also assist in the practicum by hands-on training of the student. If the practicum training with the student is completed by a delegate, the Laboratory Manager, or Accession Supervisor, must review all competencies with the student upon completion of the program.

The evaluation process begins by completing the [Evaluation of Competencies Agreement](#) form and faxing it to the Program Administrator, Science. If there are further questions regarding any aspect of the evaluation process call the Program Administrator at 250-852-7235. When completed, return the Medical Laboratory Assistant National Certificate Competency Manual to the student, who has been instructed to mail it to TRU. Thank you for your assistance.

**Note:** The Developmental Plan pages at the end of each section in the Competency Manual must be used to review the student's progress on a weekly basis and to document improvements required. This is the only proof that formative assessments of the student are being completed; this proof is required in the event that the practicum is not completed successfully.

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# Evaluation of Competencies Agreement

I, \_\_\_\_\_ agree to evaluate the MLAP  
*(Please Print)*

competencies of \_\_\_\_\_ according to Thompson Rivers University,  
Open Learning MDLB 1991, Laboratory Practicum - Evaluation of National Competencies Manual.  
I understand that successful completion of this evaluation will allow the above-named student  
to become certified as a Medical Laboratory Assistant and to be eligible to write the CSMLS  
examination for MLAs.

I have no personal relationship with the student.

I am a CSMLS-registered Medical Laboratory Technologist\* in a supervisory role to the  
above-named student and am familiar with the work performed.

My position in the laboratory is \_\_\_\_\_

I can confirm that all personnel involved in the education of the student have the appropriate  
professional credentials (certified MLT or MLA) and have the skills required to train students.

My work address is \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
*(Signature)*

\_\_\_\_\_  
*(Date)*

**\*Note:** If you are not a CSMLS-registered Medical Laboratory Technologist, describe your  
experience and qualifications below: