ADULT & CONTINUING EDUCATION DEPARTMENT



Phlebotomy Pre-Requisites

Required Documentation:

- 1) Must be 18 years of age or older.
- 2) Must submit a High School or GED Transcript.
- 3) <u>Immunizations</u>: If immunizations have been administered, provide the most current immunization records available. If you are unable to provide records of administered immunizations, a *TITER (blood test)* is required to prove you have presence of antibodies. If antibodies are not found, immunizations are required to be administered.

Email immunization records to <u>conted@tvcc.edu</u>.

- a. <u>Tetanus/Diphtheria</u> (in the last 10 years)
- b. MMR (Measles, Mumps, & Rubella) 2 doses
- c. Varicella (Chickenpox shot)- 2 doses
- d. <u>Hepatitis B</u> All students must receive a complete series of hepatitis B vaccines or show serologic confirmation of immunity to hepatitis B virus prior to the start of direct patient care. The series must be three doses of Engerix-B or Recombivax-HB or two doses of Heplisav-B.
- e. <u>Meningitis</u> All new TVCC students who are under 22 must have proof of meningitis vaccine on file at TVCC before being able to register. *Immunization records must be less than five years old*.
- f. Flu Shot Current Season

If you are not in possession of your immunization records, contact the last known location of your records. Ex: high school college, doctor's office, parent, or guardian etc.

4) **DPS Background Check:** You will need to create an account at the **Criminal History**

<u>Conviction Name Search</u>, submit your information, and print or screen shot the Search Results as evidence of DPS background check.

Once required pre-requisite documentation has been received and cleared, potential student will

complete the following: TVCC ACE Registration Form with the desired class information.

Tuition and required pre-requisite documentation are due at the time of registration.

To Review the current *Adult and Continuing Education Handbook*, <u>click here</u>. To Review the current *TVCC Health Occupational Handbook*, <u>click here</u>.