Medical Laboratory Sciences - BS (Medical Laboratory Scientist)

Also known as Clinical Laboratory Sciences or Medical Technology

Academic Advisor: Rachael Post | rpost@astate.edu | 870-972-3587

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BS in Medical Laboratory Sciences Degree Plan (2026-27)

Arkansas State University- Jonesboro

Medical Laboratory Science

Bachelor of Science

Suggested Curriculum 2026-27

Year 1 FALL (14)		Year 1 SPRING (14)	
MLSC 11003	FYE Seminar	ENGL 10103	Composition I
CHEM 14101	General Chemistry I Lab	CHEM 14201	General Chemistry II Lab
CHEM 14103	General Chemistry I	CHEM 14203	General Chemistry II
MATH 11003	College Algebra	BIOL 24103	Human A&P II
BIOL 24003	Human A&P I	BIOL 24101	Human A&P II Lab
BIOL 24001	Human A&P I Lab	3 credits	Social Science

Year 2 FALL (16)		Year 2 SPRING (15)	
CHEM 33003	Survey of Organic Chemistry	MLSC 11541	Principles of CLS Lab*
BIOL 20003	Microbiology for NHP	MLSC 11532	Principles of CLS*
BIOL 20001	Microbiology for NHP Lab	3 credits	Elective if needed
3 credits	Humanities	3 credits	US History or Government
3 credits	Fine Arts	3 credits	Social Science
ENGL 10203	Composition II	3 credits	Fine Arts or Humanities

Year 3 FALL (15)		Year 3 SPRING (13)	
MLSC 22581	Hematology I Lab	MLSC 11531	Body Fluids Lab
MLSC 22553	Hematology I	MLSC 21101	Body Fluids
MLSC 22541	Clinical Chemistry I Lab	MLSC 22531	Medical Microbiology I Lab
MLSC 22543	Clinical Chemistry I	MLSC 22533	Medical Microbiology I
MLSC 15501	Basic Lab Operations Lab	MLSC 22561	Immunohematology I Lab
MLSC 22573	Clinical Immunodiagnostics	MLSC 22563	Immunohematology I
HPMT 33103	Intro to Disease	MLSC 42141	Parasitology Lab
		MLSC 42142	Parasitology

Year 3 SUMMER (6 or 8)		
MLSC 44173	Clinical Practicum I** (Clinical Chemistry)	
MLSC 44183	Clinical Practicum II ** (Hematology)	
MLSC 33102	Quality Management	(also offered in the fall)

Year 4 FALL (13 or 15)		Year 4 SPRING (16)	
MLSC 44302	Senior Seminar I	MLSC 44232	Senior Seminar II
MLSC 44334	Immunohematology II	MLSC 33204	Hematology II
MLSC 44444	Medical Microbiology II	MLSC 44104	Clinical Chemistry II
MLSC 44193	Clinical Practicum III** (Medical Microbiology) or IV	MLSC 33153	Clinical Biochemistry
MLSC 33102	Quality Management	MLSC 44203	Clinical Practicum IV** (Blood Bank) or III

*A B or better in CLS 1511 and 1512 is required for admission into the program.

BS in CLS students must earn a C or better in all science and math courses and in all MLSC courses.

** Clinical Practicums can be taken in any order and are offered Fall, Spring, and Summer.

Upon completion of the curriculum, the student is awarded a baccalaureate degree in Clinical Laboratory Science. Award of this degree is not dependent upon passing the national certification examination offered by the American Society for Clinical Pathology.

BS in Medical Laboratory Sciences Course List 2026-27

Courses (121 hours total): *Must have a C or better; **Must have a B or better	**Semester offered**			**Pre-requisite(s)**
	Fall	**Spring**	**Summer**	
MLSC 11003 Making Connections (not required for transfer students)	x			
General Education (35 hours)				
*MATH 11003- College Algebra (or any MATH course that requires MATH 11003 as a prerequisite)	x	x	x	
ENGL 10103 Composition I	x	x	x	
ENGL 10203 Composition II	x	x	x	
*CHEM 14201+14203 - General Chemistry I + lab	x	x	x	
*BIOL 20001+20003 - Microbiology for Nursing and Allied Health + Lab	x	x		
3 hours of Fine Arts	x	x	x	
3 hours of Humanities	x	x	x	

3 hours of Departmental Option (Oral Com, Arts, Humanities, or Social Sciences)	x	x	x	
9 hours of Social Sciences including one course of HIST 2763, HIST 2773, or POSC 2103	x	x	x	
Major Core Courses/Program Pre-requisites (18 hours):				
*BIOL 24001+24003 - Human Anatomy and Physiology I + Lab	x	x	x	
*BIOL 24101+24103 - Human Anatomy and Physiology II + Lab	x	x	x	BIOL 24001+24003
*CHEM 14201+14203 - General Chemistry II + Lab	x	x	x	CHEM 14201+14203
*CHEM 33003 - Survey of Organic Chemistry (OR CHEM 36053)	x			CHEM 14201+14203
**CLS 1511+1512/MLSC 11541+11532 - Principles of Clinical Laboratory Science + Lab	x	x		
MLS Program (65 hours) – Application Required by April 15th				
MLS Year 1:				
*MLSC 22581+22553 - Hematology I + Lab	x			MLSC 11541+11532

*MLSC 22541+22543 - Clinical Chemistry I + Lab	x			CHEM 14201+14203
				MLSC 11541+11532
*MLSC 22573 - Clinical Immunodiagnostics	x	x	x	BIOL 24101+24103
				MLSC 11541+11532
*MLSC 15501 - Basic Lab Operations Lab	x	x		MLSC 11541+11532
*MLSC 11531+21101 - Urine and Body Fluid Analysis + Lab		x		MLSC 11541+11532
*MLSC 22531+22533 - Medical Microbiology I + Lab		x		BIOL 20001+20003
*MLSC 42141+42142 - Medical Parasitology + Lab		x		BIOL 20001+20003
*MLSC 22561+22563 - Immunohematology I + Lab		x		MLSC 22571+22573
				MLSC 22581+22553
				BIOL 24101+24103
*HPMT 33103 - Intro to Disease	x	x		
MLS Year 2:				
*MLSC 33102 - Laboratory Quality Management	x		x	MLSC 22541+22543
*MLSC 44101+44103 - Medical Microbiology II + Topics	x			MLSC 22531+22533
				MLSC 42141+42142
*MLSC 44331+44333 - Immunohematology II + Topics	x			MLSC 22561+22563

*MLSC 44302 - Senior Seminar I	x			MLSC 22561+22563
*MLSC 33201+33203 - Hematology II + Lab		x		MLSC 22581+22553
*MLSC 44101+44103 - Clinical Chemistry II + Topics course		x		MLSC 22541+22543
*MLSC 33153 - Clinical Biochemistry		x		CHEM 33003 or CHEM 36053
*MLSC 44232 - Senior Seminar II		x		MLSC 22561+22563
Clinical Practicums – start in MLS program year 2, taken in any order				
*MLSC 44173 - Clinical Practicum I (Clinical Chemistry)	x	x	x	MLSC 22541+22543
*MLSC 44183 - Clinical Practicum II (Hematology)	x	x	x	MLSC 22581+22553 MLSC 11531+21101
*MLSC 44193 - Clinical Practicum III (Medical Microbiology)	x	x	x	MLSC 22531+22533
*MLSC 44203 - Clinical Practicum IV (Blood Bank)	x	x	x	MLSC 22561+22563

BS in Clinical Laboratory Sciences Degree Plan (24-25 and 25-26)

Arkansas State University- Jonesboro

Clinical Laboratory Science

Bachelor of Science

Suggested Curriculum 2024-25 and 2025-26

Year 1 FALL (14)			Year 1 SPRING (14)		
CLS 1003	MLSC 11003	FYE Seminar	ENG 1003	ENGL 10103	Composition I
CHEM 1011	CHEM 14101	General Chemistry I Lab	CHEM 1021	CHEM 14201	General Chemistry II Lab
CHEM 1013	CHEM 14103	General Chemistry I	CHEM 1023	CHEM 14203	General Chemistry II
MATH 1023	MATH 11003	College Algebra	BIO 2223	BIOL 24103	Human A&P II
BIO 2203	BIOL 24003	Human A&P I	BIO 2221	BIOL 24101	Human A&P II Lab
BIO 2201	BIOL 24001	Human A&P I Lab	3 credits		Social Science

Year 2 FALL (16)			Year 2 SPRING (15)		
CHEM 3003		Survey of Organic Chemistry	CLS 1511	MLSC 11541	Principles of CLS Lab*
BIO 2103	BIOL 20003	Microbiology for NHP	CLS 1512	MLSC 11532	Principles of CLS*
BIO 2101	BIOL 20001	Microbiology for NHP Lab	3 credits		Elective
3 credits		Humanities	3 credits		US History or Government
3 credits		Fine Arts	3 credits		Social Science

ENG 1013	ENGL 10203	Composition II	3 credits	Fine Arts or Humanities

Year 3 FALL (15)

CLS 2521	MLSC 22581	Hematology I Lab
CLS 2523	MLSC 22553	Hematology I
CLS 2541	MLSC 22541	Clinical Chemistry I Lab
CLS 2543	MLSC 22543	Clinical Chemistry I
CLS 2571	MLSC 22571	Immunology Lab
CLS 2573	MLSC 22573	Immunology I
HP 3123	HPMT 33103	Intro to Disease

Year 3 SPRING (13)

CLS 1531	MLSC 11531	Body Fluids Lab
CLS 1521	MLSC 21101	Body Fluids
CLS 2531	MLSC 22531	Medical Microbiology I Lab
CLS 2533	MLSC 22533	Medical Microbiology I
CLS 2561	MLSC 22561	Immunohematology I Lab
CLS 2563	MLSC 22563	Immunohematology I
CLS 3511	MLSC 42141	Parasitology Lab
CLS 3512	MLSC 42142	Parasitology

Year 3 SUMMER (8)

CLS 4173	MLSC 44173	Clinical Practicum I** (Clinical Chemistry)	
CLS 4183	MLSC 44183	Clinical Practicum II ** (Hematology)	
CLS 3112	MLSC 33102	Quality Management	(also offered in the fall)

Year 4 FALL (14)

CLS 4222	MLSC 44302	Senior Seminar I
CLS 4331	MLSC 44331	Immunohematology II Topics
CLS 4333	MLSC 44333	Immunohematology II
CLS 4441	MLSC 44441	Medical Microbiology II Topics
CLS 4443	MLSC 44443	Medical Microbiology II

Year 4 SPRING (17)

CLS 4232	MLSC 44232	Senior Seminar II
CLS 3221	MLSC 33201	Hematology II Topics/Lab
CLS 3223	MLSC 33203	Hematology II
CLS 4111	MLSC 44101	Clinical Chemistry II Topics
CLS 4113	MLSC 44103	Clinical Chemistry II

CLS 4194 MLSC 44194	Clinical Practicum III** (Medical Microbiology)	CLS 3153 MLSC 33153	Clinical Biochemistry
CLS 3112 MLSC 33102	Quality Management	CLS 4204 MLSC 44204	Clinical Practicum IV** (Blood Bank)

*A B or better in CLS 1511 and 1512 is required for admission into the program.

BS in CLS students must earn a C or better in all science and math courses, and in all CLS courses.

** Clinical Practicums can be taken in any order and are offered Fall, Spring, and Summer.

Upon completion of the curriculum, the student is awarded a baccalaureate degree in Clinical Laboratory Science. Award of this degree is not dependent upon passing the national certification examination offered by the American Society for Clinical Pathology.

BS in Clinical Laboratory Sciences Course List 2025-26

Courses (123 hours total): *Must have a C or better; **Must have a B or better	**Semester offered**			**Pre-requisite(s)**
	Fall	**Spring**	**Summer**	
CLS 1003/MLSC 11003 Making Connections (not required for transfer students)	x			
General Education (35 hours)				
*MATH 1023/MATH 11003- College Algebra (or any MATH course that requires MATH 1023 as a prerequisite)	x	x	x	
*ENG 1003/ENGL 10103 Composition I	x	x	x	
*ENG 1013/ENGL 10203 Composition II	x	x	x	
*CHEM 1011+1013/14201+14203 - General Chemistry I + lab	x	x	x	
*BIO 2101+2103/BIOL 20001+20003 - Microbiology for Nursing and Allied Health + Lab	x	x		
3 hours of Fine Arts	x	x	x	

3 hours of Humanities	x	x	x	
3 hours of Departmental Option (Oral Com, Arts, Humanities, or Social Sciences)	x	x	x	
9 hours of Social Sciences including one course of HIST 2763, HIST 2773, or POSC 2103	x	x	x	

Major Core Courses/Program Pre-requisites (18 hours):

*BIO 2201+2203/BIOL 24001+24003 - Human Anatomy and Physiology I + Lab	x	x	x	
*BIO 2221+2223/BIOL 24101+24103 - Human Anatomy and Physiology II + Lab	x	x	x	BIO 2201+2203/ BIOL 24001+24003
*CHEM 1021+1023/14201+14203 - General Chemistry II + Lab	x	x	x	CHEM 1011+1013/ 14201+14203
*CHEM 3003/33003 - Survey of Organic Chemistry (OR CHEM 3103/36053)	x			CHEM 1021+1023/ 14201+14203
**CLS 1511+1512/MLSC 11541+11532 - Principles of Clinical Laboratory Science + Lab	x	x		

CLS Program (67 hours) – Application Required by April 15th

Year 1:

*CLS 2521+2523/MLSC 22581+22553 - Hematology I + Lab	x			CLS 1511+1512/ MLSC 11541+11532

*CLS 2541+2543/MLSC 22541+22543 - Clinical Chemistry I + Lab	x			CHEM 1011+1013/ 14201+14203 CLS 1511+1512/ MLSC 11541+11532
*CLS 2571+2573/MLSC 22571+22573 - Clinical Immunology and Serology + Lab	x			BIO 2221+2223/ BIOL 24101+24103 CLS 1511+1512/ MLSC 11541+11532
*CLS 1521+1531/MLSC 11531+21101 - Urine and Body Fluid Analysis + Lab		x		CLS 1511+1512/ MLSC 11541+11532
*CLS 2531+2533/MLSC 22531+22533 - Medical Microbiology I + Lab		x		BIO 2101+2103/ BIOL 20001+20003
*CLS 3511+3512/MLSC 42141+42142 - Medical Parasitology + Lab		x		BIO 2101+2103/ BIOL 20001+20003
*CLS 2561+2563/MLSC 22561+22563 - Immunohematology I + Lab		x		CLS 2571+2573/ MLSC 22571+22573 CLS 2521+2523/ MLSC 22581+22553 BIO 2221+2223/ BIOL 24101+24103
*HP 3123/HPMT 33103 - Intro to Disease	x	x		
Year 2:				
*CLS 3112/MLSC 33102 - Laboratory Quality Management	x		x	CLS 2541+2543/ MLSC 22541+22543

*CLS 4441+4443/MLSC 44101+44103 - Medical Microbiology II + Topics	x			CLS 2531+2533/ MLSC 22531+22533 CLS 3511+3512/ MLSC 42141+42142
*CLS 4331+4333/MLSC 44331+44333 - Immunohematology II + Topics	x			CLS 2561+2563/ MLSC 22561+22563
*CLS 4222/MLSC 44302 - Senior Seminar I	x			CLS 2561+2563/ MLSC 22561+22563
*CLS 3221+3223/MLSC 33201+33203 - Hematology II + Lab		x		CLS 2521+2523/ MLSC 22581+22553
*CLS 4111+4113/MLSC 44101+44103 - Clinical Chemistry II + Topics course		x		CLS 2541+2543/ MLSC 22541+22543
*CLS 3153/MLSC 33153 - Clinical Biochemistry		x		CHEM 3003/33003 or CHEM 3103/36053
*CLS 4232/MLSC 44232 - Senior Seminar II		x		CLS 2561+2563/ MLSC 22561+22563
Clinical Practicums – starts in year 2, taken in any order				
*CLS 4173/MLSC 44173 - Clinical Practicum I (Clinical Chemistry)	x	x	x	CLS 2541+2543/ MLSC 22541+22543
*CLS 4183/MLSC 44183 - Clinical Practicum II (Hematology)	x	x	x	CLS 2521+2523/ MLSC 22581+22553 CLS 1521+1531/ MLSC 11531+21101
*CLS 4194/MLSC 44194 - Clinical Practicum III (Medical Microbiology)	x	x	x	CLS 2531+2533/ MLSC 22531+22533

*CLS 4204/MLSC 44204 - Clinical Practicum IV (Blood Bank)	x	x	x	CLS 2561+2563/ MLSC 22561+22563

Student and Clinical Handbook for Medical Laboratory Sciences

Arkansas State University

College of Nursing & Health Professions

Department of Medical Laboratory and Radiation Sciences

Student and Clinical Handbook for the Medical Laboratory Science Programs

Updated 10/28/2026

INTRODUCTION

Arkansas State University (A-State) offers both an Associate of Applied Science and a Bachelor of Science degree in Medical Laboratory Science (MLS). Upon completion of the prescribed curriculum for these programs, the graduate is eligible to take the national certifying examination for Medical Laboratory Scientist (MLS) and/or Medical Laboratory Technician (MLT) offered through

the American Society of Medical Pathologists (ASCP) Board of Certification (BOC) and the American Medical Technologist (AMT).

The Medical Laboratory Science Programs at Arkansas State University are accredited by the:

National Accrediting Agency for Medical Laboratory Sciences (NAACLS)
5600 N. River Rd., Suite 720
Rosemont, IL 60018-5119
Phone: 773 - 714 - 8880
Internet: http://www.naacls.org
Email: info@naacls.org

FACULTY/STAFF

Dr. Stacy Walz, CNHP Dean and Professor of MLS
Dr. Audrey Folsom, Program Director and Assistant Professor of MLS
Mrs. Jennifer Shrable, Assistant Professor of MLS
Mrs. Lana Hamilton, Assistant Professor of MLS
Mrs. Carly Farmer, Project/Program Assistant
Mrs. Rachael Post, Academic Advisor

HISTORY

The Medical Laboratory Science Program was initiated in 1976 as a Medical Technology Program on the Arkansas State University campus as a part of the Biology Department, when St. Bernard's Medical Center closed its program. Prior to that time, the program was a cooperative agreement between Arkansas State University and St. Bernard's Medical Center. In 1982, the Program was transferred to the newly formed College of Nursing and Health Professions. The BS Program, from the time it began on the A-State campus in 1976, was recognized and accredited by NAACLS. In 1986, the two-year Clinical Laboratory Technician/Medical Laboratory Technician Program was started. These two Programs have continued under full NAACLS accreditation. These programs are designed to provide skilled and competent health care professionals who can serve the needs of the citizens of the state of Arkansas. Over the past three decades, the Arkansas State University Medical Laboratory Science Programs have achieved an excellent reputation with the hospitals and clinics of northeast Arkansas and bordering states.

MISSION STATEMENT

A-State’s Medical Laboratory Sciences program educates, encourages, and empowers students who love the medical sciences and transforms them into laboratory professionals who provide high-quality laboratory diagnostic services in the Mississippi Delta region and beyond.

GOALS OF THE MLS PROGRAMS

The overarching goal of the Medical Laboratory Sciences programs at A-State is to provide educational experiences that produce clinical laboratory professionals with the theoretical knowledge and technical skills necessary to perform high-quality clinical laboratory testing in accordance with nationally accepted standards.

The specific goals of this program are:

1. For their respective levels of practice, produce AAS and BS medical laboratory graduates who are proficient in the pre-analytical, analytical, and post-analytical components of the primary disciplines of the laboratory:
    1. Hematology/Hemostasis
    2. Chemistry
    3. Microbiology
    4. Urinalysis & Other Fluids
    5. Immunology
    6. Immunohematology
    7. Lab Operations
2. Instill principles of professionalism, ethics, team-building, and interdisciplinary communication in all MLS students.
3. Apply laboratory safety standards and adhere to governmental regulations as applied to the practice of clinical laboratory science.
4. Produce graduates who are successful in passing the ASCP-BOC or AMT certification examination at their respective level.
5. Maintain MLS program accreditation with NAACLS.

GENERAL POLICIES AND REGULATIONS

(in alphabetical order)

NOTE: Most of these policies have an associated acknowledgment to check off in the Slate Program Application platform. All check-off items need to be completed before classes begin. Policies and regulations are subject to change.

Academic Advising

Once admitted to the AAS or BS Program in MLS, each student is recommended to seek out an MLS faculty mentor who will work with the student and the academic advisor to plan their orderly progression through the curriculum. Advisees must follow the degree plan outlined in Degree Works or meet with the academic advisor if changes to the degree plan are necessary.

Students are ultimately responsible for their own education. Each student is provided with a personal curriculum plan in Degree Works which clearly outlines the course requirements of the program. It is the responsibility of the student to know and follow the requirements, policies, and procedures contained in this handbook.

Students should contact their academic advisor and their financial aid counselor before making changes in their class schedule.

Academic Standards

A student who receives a grade below "C" (i.e. a D, F, FN, or W) in any of the courses offered within the MLRS department programs may not continue in any of our programs. Students should review the Readmission Policy in this Student Handbook and discuss readmission requirements with the respective Program Director.

Clinical requirements will be detailed for each semester in the course's syllabi. Unsatisfactory progress in the clinical education process can result in a failed clinical grade for that course. Unsatisfactory progress includes poor student evaluation forms (Affective Evaluation or Attitude and Behavior form), non-completion of required clinical competency exams, and/or poor attendance practices. Requested removal of a student by a clinical site will be addressed with the Clinical Coordinator. All attempts will be made to place the student in another clinical site within a week. If another site is not available, clinical education and graduation may be delayed. A student removed from two clinical sites for performance issues may be removed from the program based on the discretion of the Program Director.

Admission Procedure

Admission to A-State is not sufficient to be admitted to any of the professional programs in the College of Nursing and Health Professions, and MLS is no different. Applications for admission to the professional MLS program are submitted via Slate and accepted each year from January 15th until April 15th. Students are notified of their status (admitted, denied, waiting list) by May 15th. Upon admission, students may begin taking professional MLS courses the subsequent fall semester.

Detailed admission requirements can be found at this link:

https://admissions.astate.edu/register/cls_requirements

Attendance Policy

Medical Laboratory Science (MLS) is a professional program designed to provide students with the knowledge, skills, and attitudes to practice as Medical Laboratory Technicians and Scientists. As such, students must attend and participate in all courses, both lecture and laboratory.

1. Students are required to attend all MLS courses, lectures, laboratories, clinical rotations, and seminars. Please arrange your schedule so that you are present, punctual, and attentive.
2. Students are held responsible for information covered while absent. In most cases, laboratory exercises cannot be made up, and the student earns a zero (0) for each missed laboratory exercise.
3. Attendance is recorded, and all absences are documented. Excessive absences and tardiness are unacceptable. The professionalism component of the course grade will be affected, based on the number of violations.

4. Over the course of the semester, students cannot miss more than twice the number of lectures or laboratory sessions normally scheduled during a week. This is a maximum of 4 absences for classes that meet on Tuesdays and Thursdays or Mondays and Wednesdays, and 6 absences for classes that meet on Monday, Wednesday, and Friday. Students who miss more than the maximum number of class meetings will be assigned a grade of “FN”.
5. Attendance is recorded in Canvas as such: 5 points for each lecture attended, 4 points for tardiness, 0 points for absence, no points recorded for excused absences with prior authorization.
6. Arriving 5 minutes after the class has begun is considered tardy. Doors will be locked after the first 10 minutes of class.
7. Excused absences: Students needing special accommodations due to class conflicts with religious observances, military service, or competition in A-State athletic team events must notify course instructors within the first two weeks of class. An absence will not be recorded for that event.

Attendance policy modification for students with an attendance accommodation from Access and Accommodation Services (AAS), usually due to chronic or unforeseen illness, considering future healthcare employment:
1. If a student with accommodations wishes to use their AAS accommodation, they must email or send a Canvas Inbox message before the start of the class that will be missed.
2. If the student uses their accommodation (see #1), attendance will not be recorded for that day (no points recorded), but we will track the number of lecture or lab days missed.
3. If the student does not show up for class or lab and does not notify the instructor of their need to use their accommodation prior to the start of class, an attendance grade of zero will be recorded for that lecture or lab.
4. Over the course of the semester, if an AAS-accommodated student misses more than twice the number of lectures or laboratory sessions normally scheduled during a week (the standard university attendance policy), the AAS Office will be notified when the absences are getting excessive, and once the university attendance policy is exceeded, the student will be issued an FN. This is 4 missed classes for those that meet on Tuesdays and Thursdays, or Monday and Wednesday, and 6 missed classes for those that meet on Monday, Wednesday, and Friday.
5. AAS-accommodated students are subject to the same tardiness/door lock rule as regular students.

The Office of Access and Accommodations is here to make sure students have equal access to educational opportunities. Students must bear in mind that healthcare institutions may or may not have similar accommodations for chronically ill employees.

Attendance Policy for Clinicals

Each 4-credit practicum requires 168 hours of active, documented presence at the clinical site. (Note: 4-credit practicums will be phased out in 2027.) Each 3-credit practicum requires 120 hours of active, documented presence at the clinical site. Students will honestly record the start and end times for each day in the clinical tracker software, taking into account breaks and lunch times when calculating their total number of hours for the day. The clinical preceptor must verify the hours each day. If you need to miss a day or a few hours due to illness, you must work with your

preceptor to make up the hours at a mutually-agreed-upon time. You may not miss more than 2 clinical days. If you miss a clinical, you must first notify your assigned *clinical preceptor*, and then notify your *clinical coordinator*. Notification must be made via a phone call to the clinical site, preferably directly to the *clinical preceptor*. After calling the clinical site, students may notify, via email, the *clinical coordinator* and/or the *faculty* in charge of the clinical practicum. If a student fails to notify their *clinical preceptor* of an absence, it will be counted as a "No call/No show" absence. Two instances of "No call/No show" absences will result in dismissal from the MLS (or MLT) program. Failure to reach the minimum number of hours will require a repeat of the entire clinical practicum. The attendance record is kept on our clinical software tracker (Platinum Planner). Arrangements may need to be made to add an extra day or two to the clinical practicum to make up for the absence. The *clinical coordinator* must be notified of this request so the days can be built in the clinical tracker software.

Background Check Requirement

Based on recent legislation in Arkansas, students will be required to complete a background check AFTER they receive conditional admission into the program. Students who are conditionally admitted into MLRS programs must submit an initial background check to complete their admission requirements into the program.

VERIFIED CREDENTIALS

Arkansas State University’s College of Nursing and Health Professions works with Verified Credentials, Inc. to establish an acceptable screening procedure. The cost of the background check is around $100.

Please follow this link: https://scholar.verifiedcredentials.com/arkansasstate

The code that must be entered is CCMMJ-26642

Upon completion, the results of the background screening will be sent to you via email that will apprise you of the findings as well as your final score of:

- Red: Convictions or Discrepancy Found
- Yellow: Possible Discrepancy Found
- Green: No Convictions or Discrepancies Found

If any information is found that would negatively affect your eligibility for clinical placement in an MLRS program, you will be given an opportunity to challenge the information through the Adverse Action process associated with Verified Credentials. The clinical site will receive information concerning any reports that are yellow or red and will determine your eligibility to participate in the program based on their criteria.

Bonus Points

Students may earn bonus points throughout the semester by volunteering or attending various events. Announcements are made throughout the semester when opportunities arise. We have

developed a few rules around the accumulation and usage of bonus points.

1. Bonus points can be accumulated in the Summer, Fall, and Spring terms each academic year.
2. Point accumulation can start as early as the Summer term and must be used by the end of the Spring term.
3. We do not roll points from one academic year to the next, but we do allow points to roll from Summer to Fall to Spring.
4. The **maximum amount of points** that can be accumulated in **one term** is **10**, including rolled points.
5. Up to **5 points** can be used **per class**. These points are percentage points on **one** assignment, test, or exam. They are **NOT** 5% of the total class grade.
6. Points can be distributed across various classes as long as no more than 5 are used in each class.

Points can be earned for helping with recruitment events, volunteer opportunities, giving blood at a blood drive, attending field trips, attending Quiz Bowl, and the ASCLS-AR State Conference. As we identify opportunities, we share them with the students.

Points are tracked by our clinical coordinator in a Teams document, but students should track how many points they are accumulating.

Cell Phones and Electronic Devices

Cell phones and other electronic devices may not be audible in the classroom. If your phone rings during class, you will be asked to leave and not return. Family emergency calls can be routed through the departmental office. Personal texting in class is prohibited. Using devices to cheat on tests and papers is a violation of the Honor Code.

Cell phones are not allowed in the clinical setting. Use of any personal electronic device to store/enter any type of patient information is a violation of the Healthcare Information Portability and Accessibility Act of 1996 (HIPAA). Cell phones and other electronic devices may be used as a student resource at the discretion of the faculty member or preceptor.

Taking unauthorized photographs in clinical settings is strictly prohibited.

Use of smartwatches in the clinical setting or in the classroom should be limited or avoided. It is a distraction to the student wearing it, and to the students around them.

Cell phones are not allowed in campus laboratories, and cannot be used as timers or calculators. Cell phones may become contaminated with bacteria, viruses, blood, or body fluids, and be carried home with students. Timers and calculators that stay in the laboratory will be provided for student use.

Violation of any of these policies may lead to a grade of F and/or dismissal from the program. Students violating the policy will be referred to the department chair. Students are expected to conduct themselves in a manner that promotes a collegiate learning environment. Behaviors and

attitudes that disrupt the learning environment will not be tolerated.

Certification Exam (ASCP or AMT)

Upon graduation from A-State's MLS Program, students are eligible to become certified by the American Society for Clinical Pathology (ASCP) or American Medical Technologists (AMT), as an MLT (for the AAS graduates) or as an MLS (for the BS graduates).

Certification through ASCP means that you are nationally certified to work as a medical lab professional. Licenses are state-specific, and right now, only 12 states require licenses to practice as a medical lab professional. The good news is that these 12 states will accept the ASCP certification as proof that you are eligible to get a license. Tennessee and Louisiana are nearby states that already require licenses, and many other states in the U.S. are working towards it. Eleven (11) of the states that require licensure or certification of laboratory personnel recognize AMT's examinations for Medical Laboratory Scientist (MLS) and/or Medical Laboratory Technician (MLT) for purposes of satisfying state qualifications. New York is the only state that does not recognize the AMT as of 2025.

The MLS Program faculty strongly recommend that students take their certification exam shortly after graduating from A-State. Although students have up to five years post-graduation to sit for the exam, we recommend that students take it very soon after graduation when all the information is fresh in one's head. Pass rates decline significantly once a year has lapsed since graduation. Lack of certification limits one's employment opportunities in the future. With several states in the area requiring licenses, it makes sense to have the ASCP or AMT certification so a license to practice can be obtained. Also, many hospitals and clinics will refuse to hire uncertified individuals.

For information regarding how to register to take the exam, please go to:

- The ASCP website: http://www.ascp.org/Board-of-Certification
  - Because A-State graduates have completed an accredited program of study, they meet the requirements to sit for the exam via "Route 1".
  - A-State's CLS Program code is 003012, which is needed to sign up for the exam.
- The AMT website: https://americanmedtech.org/
  - For the AMT you need to submit your official A-State transcript to verify completion of the CLS program (A.A.S. or B.S)
  - MLS: https://americanmedtech.org/medical-laboratory-scientist
  - MLT: https://americanmedtech.org/medical-laboratory-technician

Clinical Practicums

Each clinical practicum is a course that the student must enroll in and is overseen by an A-State *MLS faculty member*. Students must be in good academic standing with the MLRS department to enroll in the clinical practicum courses. Any student who is dismissed from the MLS program cannot attend or continue in the clinical practicum course(s), and will be asked to withdraw from the practicum course. There are mandatory clinical practicums over the summer term between year 1

and year 2 of the program, therefore students need to secure funding to pay for these courses.

The faculty member will provide you with materials such as a pre-practicum review, a practice examination, and learning activities to complete and hand in prior to sitting for the final examination. These materials are provided to you via Canvas, so make sure you understand how to access and navigate Canvas prior to the start of your practicum. The final examination is administered by the faculty member on campus, and it is your responsibility to schedule the date and time of the examination with the faculty member.

The *clinical preceptor* oversees your tasks and performance at the clinical site. They dictate the start and end times for each day, the list of tasks you are to complete each day, and your overall training schedule. Starting with the 2026-28 cohort, clinical practicums will all be 3 weeks, with at least 120 contact hours total. They will complete two evaluations of your performance: one on your technical skills and one on your affective domain (professional conduct). Students should view the clinical practicum as an extended job interview: preceptors and other clinical lab staff are actively observing and noting students' performance, attitudes, attendance, initiative, and potential employability. The clinical lab community is small and close-knit, and poor performance during a practicum can affect your chances of getting a job at not just one clinical site, but many others.

Clinical Practicum - Clinical Placement Policy

In the unlikely event that we have more students requesting clinical placement than clinical placements available, we will rank the requesting students by GPA in the professional program classes. For those students who don't make the GPA cut-off for placement during that cycle, they will have to wait until the next clinical placement cycle, at which time they will be at the top of the list and be guaranteed a placement in that next cycle.

Clinical Practicum - CPR Certification

Students entering clinical rotations are required to complete a Cardiopulmonary Resuscitation course. This course may be obtained at the American Heart Association or another approved facility. Individual students are responsible for the costs of the course. A digital copy of a card or letter demonstrating completion of the course must be uploaded to the Verified Credentials System prior to being assigned to a clinical rotation. CPR certification is valid for 2 full years.

Clinical Practicum - ID Badge

Each student will be issued an A-State student name tag. The *clinical coordinator* sends a list to the card center in the Spring term, and badges are issued. Students are responsible for picking up this ID badge from the Card Center. Wear the name badge during each clinical practicum to clearly identify yourself as a student, not an employee.

Clinical Practicum - Incident Reports

Although we hope it never happens, in the event of an accident (such as a needlestick) during your clinical practicum, you need to complete an incident report for the A-State MLS Program. There may be institution-specific forms you need to complete in the event of an accident as well; this

form is in addition to institutional forms. Please submit the incident report in the clinical tracker software and notify the *clinical coordinator* or *program director* within 3 business days of the incident.

Clinical Practicum - Malpractice Insurance

Students are required to carry their own malpractice/liability insurance and provide proof of insurance coverage each semester they participate in clinical rotations. Coverage must be for a minimum of $1,000,000/$3,000,000. A copy of the policy page containing the student's name, policy limits, and effective dates should be uploaded to the Verified Credentials software prior to participating in clinical rotations.

Here are some options for coverage:

- https://www.hpso.com/Insurance-for-you/Students-recent-graduates
- https://www.proliability.com/

Clinical Practicum - Phlebotomy Requirements

In the campus laboratory setting, you developed basic blood collection skills with healthy individuals. The clinical practicum site represents an alternate experience where there are problems associated with sick and injured patients of all ages. Here you will be given the opportunity to develop additional phlebotomy skills.

The clinical preceptor will provide direction and instruction both verbally and by example. As a student, you will be expected to successfully collect blood specimens by the standards established at the clinical site. Over the course of the four rotations, the student will perform a minimum of 80 satisfactory blood collections. Successful collections will be logged daily under the Platinum Planner Benches for that day and verified by the preceptor. The objectives of "satisfactory blood collections" are:

1. Correctly identify the patient.
2. Correctly label sample containers/tubes at the bedside.
3. Position the patient and locate an appropriate blood collection site.
4. Correctly prepare equipment, patient, and puncture site.
5. Perform the blood collection according to institutional protocol.
6. Demonstrate proper hand-washing technique.
7. Deliver specimens to the laboratory according to institutional protocol.
8. Describe and/or demonstrate how to address unique situations, such as:
    1. The patient becomes dizzy and/or faints.
    2. The vein is missed.
    3. A hematoma forms at the puncture site.
    4. The patient has an IV.
    5. The patient is obese.
    6. The patient is allergic to the disinfecting solution.
9. Describe and/or demonstrate special collection procedures, such as:

1. Arterial blood gases
2. Capillary collection
3. Blood cultures
4. Glucose tolerance tests

If you have already worked full-time as a phlebotomist, you can get a “Statement of Proficiency in Phlebotomy” from your employer. If you are a certified phlebotomist, you can upload your certificate. The statement or certificate should be submitted in our clinical tracker software.

Clinical Practicum - Platinum Planner

Platinum Planner is the clinical tracker used to assign clinical practicum days to students and log skills and attendance. Students are responsible for paying for access to the Planner. By default, students are billed for the Planner to their A-State account through the inclusive access program. There is only one charge for the Planner, and it is added to the summer bill. Access to Platinum Planner will be established in late April or early May before students start their summer practicums.

Students are responsible for downloading the Platinum Planner app to their phone and using it to check in and out each practicum day. Check-in and check-out are GPS-enabled to the assigned clinical practicum location. Students should use their actual check-in and check-out times whenever possible, striving to keep accurate attendance records. Lunch breaks are logged in the app and do not count toward the total hours of training. At the end of each clinic day, students log all their skills for the day under that day's "benches" tab, verify their actual check-in and check-out times under the "info" tab, log their lunch breaks under the "info" tab, and submit the day with the signature of their preceptor (or the tech currently assigned to them) under the "submit tab". As these clinic days are verified by the clinical coordinator or instructor, the hours accumulate in the student progress section of the Planner.

Clinical Practicum - Requesting Placement and Registering for the Course

Starting with the 2026-28 MLS cohort, clinical placements will be as described below unless the matter has been discussed with the *program director* and the *clinical coordinator*. All clinical practicums require a minimum of 120 contact hours total per clinical. Contact hours are hours actively involved in the clinical experience, not counting lunch breaks.

During the Clinical Practicum orientation meeting held in January, students will fill out the Qualtrics survey to indicate their preferred geographical area. Options are: Jonesboro/NEA area (Jonesboro, Paragould, Blytheville, Pocahontas, Newport, Walnut Ridge, Wynne), Memphis area (Memphis, West-Memphis, Blytheville, Osceola, Forrest City, Southaven), central Arkansas (Batesville, Searcy, Conway, Little Rock), north Arkansas and Missouri area (Harrison, Poplar Bluff, Cape Girardeau), south Arkansas (Monticello, El Dorado).

Students will be placed in their Clinical Chemistry (Clinical Practicum I) and Hematology (Clinical Practicum II) practicums in the Summer term of program year one, after successful completion of

all the level 1 curriculum (Clinical Chemistry 1, Hematology 1, Clinical Immunodiagnostics, UA and Body Fluids, Medical Microbiology 1, Parasitology, and Immunohematology 1).

Students will be placed in their Medical Microbiology (Clinical Practicum III) or Blood Bank (Clinical Practicum IV) practicums in the Fall or Spring term of program year two, as they are completing their last year of the curriculum online. It will be at the discretion of the *clinical coordinator* as to which term, fall or spring, the student is placed in each practicum. Student A could do their Microbiology practicum in the fall and Blood Bank practicum in the spring, while student B does their Blood Bank practicum in the fall and Microbiology practicum in the spring.

Once the *clinical coordinator* has secured a clinical site and dates for the student for their practicum(s), he/she will issue a registration permit for the practicum course(s). An email notification will come to the student's A-State email address. This will allow the student to register for the course. Every effort should be made by the student to register for their practicums on time (before the start of term). Students need to consider their financial aid situation and plan to cover the cost of their summer practicum courses.

The *clinical coordinator* will publish the practicum schedule and notify each student of their assigned clinical site and start date for the practicum(s) for that term. Once the schedule is published, changes should not be requested. Each clinical practicum will be built in Platinum Planner by the *clinical coordinator* before the start of term.

Clinical Practicum - Service Work Policy

As part of the professional degree program, students are required to enroll in clinical rotations at various sites and locations prior to graduation. Students are not financially compensated for clinical rotations by either Arkansas State University or the entity that operates the site and location where these clinical rotations take place. Therefore, students cannot be compelled to be responsible for direct patient and/or reportable work during scheduled educational periods.

Students may perform service work, which is the opportunity to work in the clinical laboratory at one of the clinical sites. Service work is non-compulsory (voluntary), pays an hourly salary, takes place before or after clinical rotation hours, and cannot overlap with clinical rotation hours. Students are never to be used as a replacement for clinical staff while performing service work.

Students will not be placed for clinical rotations at the site where they are employed.

Clinical Practicum - Site and Preceptor Evaluation

Upon completion of each practicum, we ask that students complete an evaluation of the clinical site and preceptor. These evaluations are utilized to enhance and modify clinical practicum experiences. We ask that you offer constructive criticism and honest responses. These evaluations are completed on our clinical tracker software.

Clinical Practicum - TB mask fitting

Prior to participating in clinical rotations, especially the microbiology rotation, students need to be fitted for a TB mask. The CNHP hosts a mask fitting twice a year, in January and August, during the first 3 days of classes, from 8 am to 4:30 pm. Students will be notified of the location via email. It is typically held in Reynolds 151. Students should plan to get this done in August of program year 2.

Clinical Practicum - TB skin test

Prior to participating in clinical rotations, students must present evidence to the MLRS department of a 2-step (PPD) TB skin test for tuberculosis given within the preceding 3 months and valid for the entire academic year, or a negative TB blood test (T-Spot TB or QuantiFERON®-TB Gold Plus), or a negative chest X-ray for active disease. No clinical experience will be allowed until these requirements are completed. The cost of the TB test is the responsibility of the student. Students should plan to get this done in the spring term of program year 1.

Clinical Practicum - Transportation to and from the Clinical Practicum

As the student, you are responsible for arranging transportation to and from the clinical site each day, adhering to all the institutional policies and procedures (as if you were an employee), being on time, keeping up with the materials and learning activities assigned, staying in contact with the appropriate faculty member, and studying for the final examination. The MLRS department cannot guarantee that public transportation to and from clinicals will be available or that a student can carpool with peers. Many of our sites are in rural Arkansas. Therefore, it is expected that the student will have (or procure) a valid driver's license and a reliable vehicle for transportation.

It is important for MLS students to know that A-State has a limited number of clinical sites, many of which are not in Jonesboro. Students can expect to drive a significant distance to and from clinical sites for one or more rotations. Clinical site placement is based upon a number of factors, including the number of students requesting rotations and clinical site availability. If there are more students than clinical sites available, selection for site placement will be based on professional program GPA. We will make every effort to place you at sites located near where you live or where close family or friends live, but we make no guarantees that your desired placement will always be possible. Students are responsible for arranging their own transportation and lodging upon placement at a clinical site, and these costs should be factored into the total cost of an education.

Clinical Practicum - Unprofessional Behavior Reports

The *clinical preceptor* may report unprofessional behavior to the MLS Program by either calling or emailing the clinical coordinator. Starting in the summer of 2026, an unprofessional behavior report form will be available in the clinical tracker software (Platinum Planner).

Clinical Practicum - Vaccinations

Verification of a Tetanus Booster within the last ten years and proof of measles/rubella immunity as mandated by Arkansas law are required prior to participating in a clinical rotation. Also required is a Hepatitis B virus (HBV) immunization record, which must include either a documented history of HBV infection, antibody status positive titer showing previous antigen response to HBV, or documentation of the first (in a series of three) HBV immunization. Varicella vaccination is also required. When participating in a clinical rotation during the months of October through April, a flu shot must also be received. Some clinical sites also require COVID-19 vaccination as well. Exemption forms are available for the flu and COVID vaccines, if needed. The cost of these vaccinations is the responsibility of the student.

Clinical Practicum - Verified Credentials

Arkansas State University's College of Nursing and Health Professions works with Verified Credentials, Inc. to maintain a record of the documentation requirements for the various clinical experiences offered. Students in the MLRS programs are required to establish an account with Verified Credentials and upload all the required documentation, such as CPR certifications, TB mask fitting, TB skin test results, vaccination records, etc. The cost for this account is $35, payable by the student. Students will register an account with Verified Credentials using the MLS code (**JKGRC-63723**) and upload these required documents before the start of the first clinical practicum:

1. Vaccination record, including completion of Hepatitis B series, MMR, TDap, and varicella
2. Documented malpractice/liability insurance (must be renewed yearly)
3. Current CPR training certification through the American Heart Association (must be renewed every 1-2 years)
4. Current TB skin or T-spot blood test (must be renewed yearly) - the skin test must be the 2-step one done 3 weeks apart.
5. TB mask fitting (must be renewed yearly) - done in January
6. Annual flu vaccine (for rotations occurring October through April)
7. COVID-19 vaccination for most sites
8. Bloodborne pathogens training from CDC

Please note: Some clinical sites require additional tests/tasks to be completed prior to the practicum start date, such as urine drug screens, a physical exam, additional background checks, and orientations, to name a few examples. Students will be notified of these additional requirements by the Clinical Coordinator.

Students who fail to complete the aforementioned requirements will forfeit their clinical practicum placement. Students should plan to get this done in the spring term of program year 1. The join code for MLS is **JKGRC-63723.**

College Code of Honor Policy

Each student admitted to a professional program at the College of Nursing and Health Professions is charged with the responsibility of honorable conduct. A student is assumed honorable until his/her actions prove otherwise. An honor offense is defined as an intentional act of lying, cheating, or stealing. Formal procedures exist for violations of the Honor Code. (See Academic

Integrity Policy)

As a student in a health program, it is fundamental that you act in an honorable and virtuous way so that a community of trust is established among members of the college and your clients. Honor is a practiced ideal that will positively impact your relationship with fellow students, faculty, administrators, patients, and other members of the community. As you live an honorable life, you will find that you cannot live without it.

All students in this college are bound by the Honor Code, and all are needed to make it work. The atmosphere of trust and integrity that is created by an honor system enables the student to know his/her word will be taken as true, to compete fairly in the classroom, and to keep what is rightfully his/hers. The system functions best when all members of the college not only take responsibility for their own actions but hold their peers to the same standards.

As a student admitted to a health professions program, you must agree to live by and support the basic principles of honesty - no lying, cheating, or stealing; be accountable for your actions; and share information about honor offenses. If you are not prepared to accept these responsibilities, you should select a program outside of this college.

Confidentiality Contract

The confidentiality of patients admitted to contracted clinical agencies of the College of Nursing & Health Professions at Arkansas State University is protected by state and federal laws as well as treatment center policy and ethical considerations. Any student who breaches this confidentiality will be subject to immediate termination from the clinical rotation. Such disclosure is also subject to applicable laws and regulations. All information in regard to patients is considered confidential. This includes the following:

- The fact that the individual is a patient at a contracted clinical agency.
- The patient’s name, address, employer, etc.
- The nature of the patient’s illness or reason for admission to the treatment center

Students are not allowed to discuss patients with individuals in the community and are not allowed to discuss patients in patient/public areas within the treatment center. Prior to the start of the clinical rotation, each student will receive a briefing regarding confidentiality from the clinical instructor.

Disciplinary Action

The policies contained in this handbook are necessary in order to ensure consistency and orderly operation as well as to protect the rights and safety of all concerned. It is the desire of this program to assist all students so that we can achieve our objectives for the best education and finest patient care available. Willful or inexcusable violations of the policies in the handbook will be dealt with under a uniform policy that applies equally to all students. The Program Director, Clinical Coordinator, or Program Faculty from A-State MLRS Programs may provide verbal or written warnings of violations of policies.

Verbal Warning

This is an informal notification to a student that they have violated a policy of the student handbook. If a repeated violation occurs, then a written warning will result. Documentation of the verbal warning will be placed in the student's clinical folder.

A verbal warning includes documentation provided and signed during orientation regarding the College of Nursing and Health Professions Honor Code and the MLRS department's lack of tolerance for dishonest or dangerous clinical practices.

Written Warning

This is a formal notification to a student that they have violated a policy of the student handbook. Written documentation is prepared and entered into the student's clinical folder with signatures of all parties involved. Verbal and written warnings are cumulative throughout the professional program.

When a violation of policy warrants disciplinary action, the following actions will be taken. A meeting will be held with the Program Director and/or Clinical Coordinator. Based upon the severity of the findings, appropriate disciplinary action will be taken, including, but not limited to, academic probation, failure of the course, or dismissal from an MLRS Program, including potential dismissal from the University.

Dismissal Policy

A student who meets any of the criteria below may be dismissed from a Medical Laboratory and Radiation Sciences Program:

- Participation in academic cheating and/or unauthorized possession of an examination.
- Plagiarism
- The unlawful and/or unauthorized use, abuse, possession, distribution, transportation, manufacture, concealment, consumption, promotion, or use of alcohol, illegal drugs, and legal drugs obtained illegally, controlled substances, or designer drugs.
- Illegal possession of weapons
- Lack of professional compatibility or unsafe clinical practices as identified by the MLRS faculty.
- Violation of repeat radiograph policy after written warning (for radiography programs).
- Failure to meet academic standards (failing a course)
- Failure to demonstrate suitable progress in clinical practice
- If physical or emotional conditions affect the ability to attain curricular objectives.
- A student WILL be dismissed from all Medical Laboratory and Radiation Sciences programs for:
- Falsification of patient, affiliate, and/or program records (to include false time clocks for self or others)
- Patterns of behavior jeopardizing patient safety, individual or group progress, and/or contract agreement with the clinical affiliate.
- Dismissal will be based on the following:

- Written documentation describing the offense(s).
- Review of the student's performance records by the A-State faculty, Clinical Coordinator, and the Program Director.
- Failing the same MLRS course twice.
- Failing two MLRS courses during enrollment as an MLRS student.

A recommendation for disciplinary action will be made in writing to Academic Affairs per the established protocols found in the A-State Student Handbook. Any student wishing to appeal must follow the stated appeal process.

Dress Code

The dress code for all MLRS students in the classroom or lab:

- Scrubs that are uniform in color
- Shoes must be made of a non-porous material, closed-heel, and closed-toe
- Long hair should be pulled back away from the face.
- Fingernails should be kept trimmed and neat, no longer than ¼" past the end of the finger. CDC guidance states healthcare workers should not wear artificial nails or extenders, as they are a hand hygiene risk and can spread infections.

In addition to the lab dress code, MLS students will wear the proper laboratory safety gear while performing experiments in the lab. The lab safety gear consists of Personal Protective Equipment such as a waterproof lab coat, gloves, and safety goggles or face shields.

The dress code for all MLRS students doing clinicals:

- Uniforms consist of charcoal gray scrubs. The top will have the proper A-State Medical Laboratory and Radiation Sciences program name embroidered under the A-State logo. Both will be embroidered on the left side. Pants should not drag the floor; the uniform should be well-fitted and without designs of any kind (other than logo).
- Lab coats are optional and may be white, gray, or black. No fleece, other style jackets, or sweatshirts are allowed.
- Shoes must be made of a non-porous material, closed-heel and closed-toe, and should be white, grey, or black with little to no accent colors.
- Only solid white, grey, black, or red T-shirts and long sleeve shirts may be worn under the "scrub" shirt.
- The A-State security photo ID badge and dosimeter are to be worn in the clinical area at all times. (Medical Lab Science students do not need to wear dosimeters)
- The A-State ID badge IS NOT TO BE WORN when employed by a healthcare facility.

General Appearance (at a minimum):

- Hair should be neat/clean and of a natural color. Long hair should be pulled back away from the face.
- Personal hygiene is to be maintained at all times.
- Plain wedding bands and watches are the only recommended jewelry to be worn.

- Earrings should be modest – no large hoop or dangle earrings.
- Excessive body piercing is not allowed.
- Tongue piercings must be removed as they interfere with speech clarity
- If any face, nose, or septum piercings interfere with the function of an N95 mask, they compromise your safety and are not allowed.
- Uniforms must be kept clean and neat at all times. Shoes and laces should be kept clean.
- Fingernails should be kept trimmed and neat, no longer than ¼" past the end of the finger. CDC guidance states healthcare workers should not wear artificial nails or extenders, as they are a hand hygiene risk and can spread infections.
- Visible tattoos must be unremarkable in appearance. Graphic, offensive, or obscene tattoos must be covered with a bandage or sleeve.
- False lashes that are excessive and impede vision are not allowed.
- Regulations regarding appearance are intended to foster professionalism. Faculty reserves the right to regulate student appearance.
- Absolutely no cell phones are allowed on your person during clinical hours.
- Students will refrain from perfumed products out of respect for patient sensitivities.

Dress codes at assigned clinical sites, if more rigorous, will supersede these general policies.

Driver's License Requirement

MLRS students are responsible for arranging transportation to and from their clinical site each clinic day, adhering to all the institutional policies and procedures (as if you were an employee), being on time, keeping up with the materials and learning activities assigned, and staying in contact with the appropriate faculty member. The MLRS department cannot guarantee that public transportation to and from clinicals will be available or that a student can carpool with peers. Our sites are located all over Arkansas, Missouri, Mississippi, and Tennessee. Therefore, it is expected that the student will have (or procure) a valid driver's license and a reliable vehicle for transportation. MLRS students must upload a copy of a valid Driver's License to their respective program application upon admission to the program.

Essential Requirements and Functions in Medical Laboratory Science

Faculty and staff in the Medical Laboratory Sciences and Radiation Sciences Department have a responsibility for the welfare of the patients treated or otherwise affected by students enrolled in the Clinical Laboratory Science Program, as well as the welfare of other students in the Program. In order to fulfill this responsibility, the Program has established minimum essential requirements that must be met in order for students to participate in the Program, graduate, and enter the field of Clinical/Medical Laboratory Science.

Admission and retention decisions for Clinical Laboratory Science are based not only on prior satisfactory academic achievement, but also on non-academic factors which serve to ensure that the candidate can meet the essential requirements of the academic program. Essential requirements, as distinguished from academic standards, refer to those cognitive, physical, and behavioral abilities that are necessary for satisfactory completion of all aspects of the curriculum,

including the professional attributes required by the faculty of all students for graduation. The following essential requirements have been developed in compliance with the Americans with Disabilities Act (PL101-336) and the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS).

The A-State Clinical/Medical Laboratory Science curriculum requires essential abilities in information acquisition. The student must have the ability to master information disseminated in a variety of forms-- lectures, online, written, and self-instructional materials, laboratory demonstrations and experiments, projected images, etc. - at a level deemed appropriate by the faculty.

The Clinical/Medical Laboratory Science curriculum requires students to perform delicate manipulations safely and accurately on patient specimens and instruments necessary for complete and valid diagnostic test results. The student must be able and willing to work with blood and body fluids which may be infectious, and be able to work carefully with a wide variety of chemical reagents. The students must be able to distinguish objects both macroscopically and microscopically, characterizing color, odor, clarity, and viscosity of biological samples, reagents, and chemical reactions. The students must have the visual acuity to discriminate among structural elements and fine lines in a minimal contrast setting. Students who have applied to the MLS program will be required to take a color discrimination test to ascertain if accommodations will be necessary for color-blindness.

The student must have sufficient upper body muscle coordination to practice safe specimen handling. The student must be able to perform moderately taxing and continuous physical work, which may require prolonged sitting and/or standing for several hours. The student must be able to lift and move objects, e.g., load individual tubes in an instrument and move test tube racks from one bench to another. The student must have the touch discrimination to discern veins and arteries in order to perform venipunctures. The student must have the manual dexterity to fill and dispense liquids using a bulb and calibrated pipette, streak agar plates for isolation, and dilute specimens accurately.

The student must possess the emotional stability needed to work accurately and safely under stress, e.g., work under time constraints, read and record numbers, perform repetitive tasks, concentrate in distracting situations, and make subjective evaluations and decisions, realizing that mistakes may have a high impact on patient care. The student must be able to adapt to changing work environments and be able to prioritize tasks.

The student must be able to communicate effectively in both verbal and written English in order to transmit information clearly and accurately to patients as well as members of the health care team. The appropriate communication at times will rely on the student’s ability to make a correct judgment in seeking supervisory assistance in a timely manner.

The student must possess attributes which include dependability, integrity, responsibility, and tolerance. The student must show respect for self and others, work independently as well as with others, and project an image of professionalism.

The student is advised that certain disabilities may limit employment opportunities. Further, immunocompromised individuals may put themselves at personal risk due to the presence of infectious agents in all areas of clinical laboratory science.

These technical standards identify the essential requirements of the Medical Laboratory Science Program for admission, retention, and graduation. It is, therefore, the responsibility of the student with disabilities to request those accommodations that he/she feels are reasonable and are needed to execute the essential requirements described. The CLS Program faculty will decide which accommodations can be provided without causing an undue burden.

Grading System

All MLS courses follow the same grading scale:

Letter grade	*Percent*
A	90-100%
B	80-89%
C	75-79%
D	65-74%
F	0-64%

Each course in MLS has a descriptive course syllabus with course objectives and how the final course grade is determined. It is the student's responsibility to be familiar with and meet the requirements of each course.

Graduation

Students must complete an electronic "Intent to Graduate" form or "Graduation Application" form (available in Banner Self-Service, though the Pack Portal) at the beginning of their last semester of the CLS program. Their academic advisor will verify their projected program completion through Degree Works and submit any waiver or course substitution forms needed, as appropriate. The student is also responsible for checking their program matriculation through Degree Works.

Grievance Policy

A student who disagrees with the sanction issued should follow the Academic Grievance Procedure as outlined in the A-State Student Handbook.

Health Insurance

The CNHP strongly recommends that students obtain their own health insurance. Injuries that occur on-campus or off-campus on clinical rotations are NOT covered and/or paid by the university or clinical site.

Infection Control

Students and faculty may be exposed to blood-borne pathogens such as HIV and HBV when working with patient specimens. All CNHP students and faculty will employ standard precautions, hand washing, and personal protective equipment (PPE) in both the student lab and clinical settings to prevent contact with blood and other potentially infectious materials. CNHP students will receive instruction and annual evaluation regarding transmission of blood-borne pathogens and the use of standard precautions.

If a student is exposed (via eye, mouth, mucous membrane, non-intact skin, or parenterally) to a blood-borne pathogen during an on-campus laboratory session, the post-exposure protocol proceeds as follows:

1. The student will notify the faculty member supervising the laboratory experience.
2. The CNHP incident form will be completed as soon as possible following the incident.
3. The exposed individual will be referred to the Student Health Center for evaluation.
4. The post-exposure follow-up should be managed by the individual's primary care provider at the individual's expense.

Laboratory Safety

There is absolutely no eating, drinking, chewing gum, or applying makeup in the student laboratory. See the *MLRS Student Handbook* section on "Dress code" for proper student laboratory attire.

Many MLS courses require the use of hazardous chemicals or equipment that the University Safety Committee recognizes as potentially hazardous to a student's safety and health. Every instructor will provide instructional information and training on safe handling and usage procedures prior to engaging students in the use of hazardous chemicals or equipment. In addition, students are advised to notify the instructor or laboratory supervisor of any conditions that may impair their mental alertness and/or ability to safely engage in the use of any hazardous chemical or equipment. All students will participate in the use of hazardous chemicals and equipment only under the direct supervision of the instructor, using recommended methods and procedures. Failure to adhere to the outlined safety precautions could result in disciplinary action.

Laboratory instructors will introduce all students to the locations of fire extinguishers, chemical safety showers, eye wash stations, fire blankets, and electrical canes on the first day of student lab. Instruction for proper disposal of biohazardous and chemical wastes will also be provided. Students should always ask the instructor if they are unclear about any aspect of laboratory safety.

Late Assignment Policy

For all MLSC courses, a 10%-point penalty will be assessed per day the assignment is late. After 7 days (a week past the due date), a grade of zero will be assigned for the late assignment. This applies to homework assignments, labs, discussion boards, quizzes, tests/exams, finals, etc.

Petition for Reinstatement Policy

Failure to successfully complete a professional MLRS course or continue in the established progression listed in the curriculum sequence results in dismissal from the program.

The enrollment of a student who is repeating an MLRS course for re-entering the progression sequence will be permitted on a “space available” basis; reinstatement will be granted within one year of withdrawal or non-progression and with the Program Director’s approval. Enrollment space for a student cannot, therefore, be “reserved” or “guaranteed” for any subsequent semester.

A student who desires to repeat/re-enroll/re-enter/ a MLRS course must fulfill the following criteria:

- Meet eligibility requirements to enroll in the University and respective MLRS curriculum.
- Contact the Program Director at least six (6) weeks prior to the scheduled semester in which the student is requesting enrollment.
- Retake all didactic final exams and final lab practicals for those courses previously completed for credit.

Readmission to an MLRS Program

A student wishing to be readmitted to a Medical Laboratory and Radiation Sciences program must make a formal application to the program and to the University, if not currently enrolled. Readmission is granted on an individual basis, based on the student’s previous records and the availability of space. Application for readmission for whatever reason will be granted up to one time only under the discretion of the program director and/or clinical coordinator.

Readmission will be denied if:

- Either cumulative or institutional grade point averages are lower than 2.00.
- The student has received a final grade lower than “C” in the same course (i.e., earning a D, F, or W) or has received a grade lower than “C” in professional courses in two separate semesters.
- Failing the same MLRS course twice (i.e. earning a D, F, or W).
- Failing two MLRS courses (i.e., earning a D, F, or W) during enrollment as an MLRS student.
- The student fails one or more programs, making them ineligible to enroll in another MLRS program.

Records Release

While a student is still enrolled at A-State, he/she may begin to apply for post-graduation jobs or graduate school. As such, students may request that MLS faculty serve as an academic reference on their behalf. For MLS faculty to share students’ relevant academic information (such as overall GPA or clinical preceptor comments) with potential employers or universities, they need the student’s permission. Students must have a completed and signed “Educational Records Release Form” in their file in the MLRS departmental office (or in the clinical tracker software) before requesting MLS faculty serve as academic references.

Required Signature Forms

The following attestation forms must be acknowledged in Slate in lieu of a signature, verifying that you read and understand the stated policies or procedures.

MLS acceptance form contains:

- Attendance policy
- Essential requirements & functions for admission & retention: technical standards form
- Professionalism objectives
- Academic standards policy
- Readmission policy

Orientation acknowledgment contains:

- Dress Code
- Academic integrity policy
- College code of honor
- Substance abuse compliance contract
- Student confidentiality contract
- Educational records release form
- Clinical rotations & service work policy
- Student handbook verification

Social Media Policy

Social media can be a way to share life experiences and opinions with others. Use of social media presents risks and carries with it certain responsibilities.

Social media includes all means of communicating or posting information or content of any sort via the Internet or other electronic communication method. Social media includes both your personal or someone else's personal web log/blog, journal, website, or chat room, and group interchanges such as Facebook, Twitter, Snapchat, Instagram, or YouTube, and social media anonymous sites. These applications are subject to having content transmitted to others, with or without consent from the original author. Additionally, per the Health Insurance Portability and Accountability Act of 1996 (HIPAA) regulations https://www.hhs.gov/hipaa/for-professionals/privacy/special-topics/de-identification/index.html, no information, pictures, videos, or descriptions of clients/families can be posted on social media sites.

You are solely responsible for what you post online. Inappropriate postings specific to patients, classmates or faculty that include discriminatory remarks, harassment or threats, or violations of professional codes of conduct are subject to disciplinary action. Your actions could adversely affect your standing in your health professions program, which could include program dismissal.

You should be aware that future employers may view potential candidates' websites. Students are advised to review their site (s) for any unprofessional images or language which could adversely affect successful employment upon graduation. Please make responsible decisions about your use of social media.

Student Account Security and Academic Integrity Policy

Authorized Use of Student Accounts

To protect the integrity of the educational process and ensure compliance with academic honesty standards, students enrolled in any face-to-face, hybrid, or online course are solely responsible for the use of their institutional accounts, including usernames, passwords, and login credentials.

Students are prohibited from:

1. Sharing their username, password, or other login credentials with any other individual.
2. Permitting another person to access, log into, or use their student account for any purpose.
3. Allowing another individual to complete, submit, or participate in coursework, discussions, assignments, quizzes, examinations, projects, or other academic activities through their account.
4. Using another student's account or credentials to access course materials, submit work, or complete assessments.
5. Misrepresenting their identity or permitting another person to represent themselves as the enrolled student.

All coursework, examinations, assessments, and academic activities must be completed solely by the student who is officially enrolled in the course. The use of another person to complete academic work or assessments on behalf of a student constitutes academic misconduct and may be considered a violation of institutional academic integrity standards.

Students found to have violated this policy may be subject to disciplinary action, which may include one or more of the following:

- Reduction of course grades;
- Assignment of a failing grade on an assignment, examination, or course;
- Referral to the institution's academic integrity or student conduct process;
- Suspension or revocation of access to institutional systems; and/or
- Additional disciplinary sanctions as permitted by institutional policy.

By enrolling in a course and using institutional learning management systems and related technologies, students acknowledge their responsibility to maintain the confidentiality of their account credentials and to complete all academic work personally and independently unless collaboration is expressly authorized by the instructor.

Failure to comply with this policy may result in academic and disciplinary consequences.

Substance Abuse Testing

When engaged in educational activities on campus or at clinical sites, students are expected to be free from the abusive influence of chemical substances/drugs. When students are under the influence of drugs or alcohol, they present a threat to patients, fellow students, faculty, and

employees and visitors at a clinical site. As a condition of admission and retention in a CNHP program, all students must agree to adhere to the Substance Abuse Policy and Procedures when conducting any activity associated with their academic program.

In the event that an affiliated institution requests drug testing prior to clinical placement, students will be responsible for the cost unless the affiliated institution has agreed to cover the cost. If a faculty member or supervisor observes a student demonstrating behavioral changes giving probable cause to believe the student is under the influence of drugs or alcohol, the student will immediately be asked to submit to drug testing, and again, the costs will be borne by the student. Refusal to submit for testing warrants immediate program dismissal.

CLINICAL SITES

These sites are available for AAS and BS students.

Name	Street Address	City	Heme	Chem	Micro	IH
NEA Baptist Clinic	4802 E. Johnson	Jonesboro	X	X		
St. Bernard's Medical Center	224 E. Matthews	Jonesboro	X	X	X	X
NEA Baptist Memorial Hospital	4800 E. Johnson	Jonesboro	X	X		X
White River Medical Center	1710 Harrison St.	Batesville	X	X	X	X
Great River Medical Center	1520 N. Division St.	Blytheville	X	X	X	X
Unity Health - Newport	1205 McLain St.	Newport	X	X	X	X
NEA Baptist - Paragould (Arkansas Methodist Medical Center)	900 W. Kingshighway	Paragould	X	X	X	X
St. Bernard's Medical Center - Five Rivers	2801 Med Center Dr.	Pocahontas	X	X	X	
Unity Health - Searcy	3214 E. Race St.	Searcy	X	X	X	X
Lawrence Memorial Hospital	1309 W. Main St.	Walnut Ridge	X	X		
St. Bernard's Medical Center - Cross Ridge	310 S. Falls Blvd.	Wynne	X	X		
Forrest City Medical Center	1601 New Castle Rd	Forrest City	X	X		X
Fresenius Kidney Care	7318 Southcrest Pkwy.	Southaven, MS	X	X	X	
Conway Regional Medical Center	2302 College Ave.	Conway	X	X	X	X

Baptist Health Medical Center-Drew County	778 Scogin Dr.	Monticello	X	X	X	X
Baptist Health Medical Center-Little Rock	9601 Baptist Health Dr.	Little Rock	X	X	X	X
SMC Regional Medical Center	611 W. Lee Ave.	Osceola	X	X		
Baptist Memorial Hospital – Crittenden	2100 N. 7th St.	W. Memphis	X	X		
Baptist Memorial Hospital – Memphis	6019 Walnut Grove Rd.	Memphis, TN	X	X		X
Le Bonheur Children's Hospital	848 Adams Ave.	Memphis, TN	X	X	X	X
John J. Pershing VA Medical Center	1500 N. Westwood Blvd.	Poplar Bluff, MO	X	X	X	X
North Arkansas Regional Medical Center	620 N Main St	Harrison	X	X	X	X
Baxter Health	624 Hospital Drive	Mountain Home	X	X	X	X
St Francis Medical Center	211 St Francis Dr.	Cape Girardeau, MO	X	X	?	?
South Arkansas Regional Hospital	700 W Grove St.	El Dorado	X	X	?	?

Updated 8/28/2026

Requirements for MLS Applicants

MLS Application Portal

https://admissions.astate.edu/apply/?sr=e3277782-29c3-4a69-acae-b8f4148ef16d

Important Note: **DO NOT use your smail.astate.edu email address for this application**; instead, use the personal email address you used when you first applied to A-State. This is the same application portal as the initial university application, but this is an internal program-level application.

Applications are due April 15th.

When you apply to the Medical Laboratory Sciences program, we will ask for 2 references and a job shadowing experience. You also need to upload your transcripts from other institutions. Do not worry about sending a transcript for classes you took at A-State.

References:

The application will request references:

1. from an employer
2. from a professor.

If you have never been employed, you may use 2 references from professors.

Job Shadowing:

Set up a job shadowing experience at a local lab. If you are in the Jonesboro area, you can use NEA Baptist (any facility in their Baptist system) or St. Bernard's. Both require that you request the experience by completing a form.

Job Shadowing Opportunities – Baptist Memorial Health Care Corporation | Career Development

Job Shadow & Student Volunteers | St. Bernards Healthcare

When you go for the shadowing experience, get the contact information from the person you are shadowing (name and email address). Enter their information in the application portal as a job shadowing "reference". They will get a form to fill out on you behalf to verify the shadowing experience.

English Proficiency Requirement for Foreign Students

Foreign-born applicants must submit test scores of English proficiency with their application.

English proficiency documentation includes one of the following:

- Test of English as a Foreign Language (TOEFL) – minimum score of 83 (new score of 4.5) on the preferred internet-based test (iBT), 570 on the paper-based test, or 213 on the computer-based test
- International English Language Testing System (IELTS) – minimum score of 6.5 and a spoken band score of 7
- Pearson Test of English Academic (PTE) – minimum score of 56

Decision Deadlines

The MLS program admissions decisions are made no later than May 15th of the application cycle.

Post-Application Requirements

You will be asked to submit a background check through verified credentials and acknowledge all the program's policies. You will also be asked to take a colorblind test and upload a valid driver's license.

MLS acceptance form contains:

- Attendance policy
- Essential requirements & functions for admission & retention: technical standards form
- Professionalism objectives
- Academic standards policy
- Readmission policy

Orientation acknowledgment contains:

- Dress Code
- Academic integrity policy
- College code of honor
- Substance abuse compliance contract
- Student confidentiality contract
- Educational records release form
- Clinical rotations & service work policy
- Student handbook verification