# Registered Phlebotomy Technician (RPT) Certification Competencies and Examination Specifications

## Summary Table

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<th>Work Area</th>
<th>Number of Questions</th>
<th>Percentage of Exam</th>
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<tr>
<td>I. Obtaining Blood Samples</td>
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<td>42.5%</td>
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<td>II. Specimen Collection and Processing</td>
<td>31</td>
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<td>III. Time Management and Assignment Organization</td>
<td>16</td>
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<td>IV. Professional Communications</td>
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<td>V. Clerical Skills and Duties</td>
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<td>VI. Safety Standards and Procedures</td>
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<td>VII. Legal, Ethical, and Professional Considerations</td>
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<td>VIII. Terminology, Anatomy, and Physiology</td>
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<td>Total</td>
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## Question Weightings, Work Areas, Task Areas, and Competencies

### Number of Items

| [85] | I. Obtaining Blood Samples (42.5% of exam) |

A. Identify correct patient properly

B. Select appropriate containers for specimens and know requirements for container identification

C. Apply knowledge of physiological and age-related aspects of blood collection
D. Prepare patient for various tests
E. Select proper venipuncture site
F. Perform venipunctures
G. Collect specimen in proper tube-draw sequence
H. Perform capillary punctures
I. Perform heel punctures on infants
J. Provide proper post care of venous and capillary puncture sites
K. Handle blood samples to maintain specimen integrity
L. Label specimens according to proper protocol: including transfusion services (blood bank)
M. Demonstrate proper use of collection devices and equipment

II. Specimen Collection and Processing (15.5% of exam)

A. Properly handle non-blood specimens to maintain their integrity
B. Properly collect and handle specimens with time, temperature, or other special requirements
C. Properly collect and handle specimens for blood cultures
D. Select proper department for specimen delivery
E. Process specimens for shipping
F. Instruct patient in the collection of urine specimens
G. Instruct patient in the collection of other non-blood specimens
H. Collect point-of-care testing (POCT) specimens
I. Meet quality assurance standards

III. Time Management and Assignment Organization (8.0% of exam)

A. Read physician orders and requisitions
B. Set priorities for specimen collection
C. Schedule time intervals for tolerance tests
D. Schedule time intervals for therapeutic drug monitoring (TDM)
E. Refer problems to supervisor appropriately
F. Cooperate with coworkers in the completion of assignments
G. Follow laboratory path of workflow

[9] IV. Professional Communications (4.5% of exam)

A. Develop and use proper and professional communication skills with staff, patients, and families
B. Use proper technique and etiquette for answering the telephone
C. Inform patients of special test requirements

[8] V. Clerical Skills and Duties (4.0% of exam)

A. Enter, retrieve, and verify patient collection data and special notations using appropriate sources
B. Maintain inventory levels, order and restock supplies
C. Employ computer skills

[20] VI. Safety Standards and Procedures (10.0% of exam)

A. Identify appropriate regulatory and standard-setting agencies
B. Apply information obtained from Safety Data Sheets (SDS) and OSHA Hazard Communication Standard (HCS)
C. Employ Universal/Standard precautions
D. Employ infection control and isolation techniques
E. Recognize and manage patient problems related to syncope, nausea, vomiting, and convulsions
F. Recognize and manage patient problems related to nerve injury, accidental arterial puncture, lymphedema, hematoma, collecting blood outside of acceptable areas, and iatrogenic anemia

G. Employ safety procedures for environmental and physical facilities

[14] VII. Legal, Ethical, and Professional Considerations (7.0% of exam)

A. Apply principles of liability regarding the practice of phlebotomy

B. Perform duties professionally, ethically, and legally, adhering to criminal justice and civil rights acts

C. Employ professional conduct and appearance in the performance of duties

D. Obtain patient consent

[17] VIII. Terminology, Anatomy, and Physiology (8.5% of exam)

A. Employ basic terminology including suffixes, prefixes, and root words

B. Apply knowledge of basic anatomy

C. Apply knowledge of physiological systems