

Medical Laboratory Assistant Program Handbook



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Introduction

Welcome to the Medical Laboratory Assistant¹ program.

The MLA program is offered by Mohawk College of Applied Arts and Technology in partnership with [The Michener Institute of Education at UHN](#). The role of the Medical Laboratory Assistant includes specimen collection, performing ECGs, positioning Holter monitors, drawing blood, and processing specimens.

The program consists of 13 courses offered between Mohawk College, the Michener Institute, and a clinical field placement. Students who successfully complete the program will be prepared to challenge the [Canadian Society for Medical Laboratory Science](#) (CSMLS) and [Medical Laboratory Professionals' Association of Ontario](#) (MLPAO) examinations.

Please read this document closely and save it to your computer, as it provides an overview of how the program is structured, what your responsibilities are, and what resources and supports are available to you.

Program Outcomes

The graduate will reliably demonstrate the ability to:

- Perform all assigned tasks in a manner consistent with established competencies of the profession
- Complete all work in accordance with established protocols, safety guidelines, and existing legislation to ensure safe work practices
- Interact with clients/patients in a professional and competent manner, projecting a professional image with other health care professionals and following generally accepted practices regarding client/patient service
- Verify relevant data and contribute to the assurance that appropriate specimens are procured to established protocols
- Process specimens from a variety of sources according to established protocols
- Perform pre-analytical procedures on specimens from a variety of sources according to established protocols
- Prepare reagents for medical laboratory testing using approved methods and according to laboratory standard and established procedures
- Follow quality assurance policies and procedures and participate in quality assurance initiatives

¹ "Medical Laboratory Technician (MLT)" and "Medical Laboratory Assistant (MLA)" both refer to the same profession.

Essential Information

Program contact info

You can direct any program-related questions to the CE Health team.

CE Health

Email: cehealth@mohawkcollege.ca

Phone: 905-575-1212 ext. 6811

CE Health Clinicals

Email: ceclinicals@mohawkcollege.ca

Communication

Students are expected to use their Mohawk College emails to communicate with their instructors and College staff. Students must also monitor their emails regularly for any important program and course updates.

MyMohawk

This personalized portal delivers access to your Mohawk College email, official grades, tuition payment options, and many administrative services. If you're unsure where to look for information, [MyMohawk](#) is a great place to start!

MyCanvas

This is the learning platform used to deliver your online courses. To help you become familiar with your online courses, please visit our [MyCanvas support webpage](#). You can review user instructions and helpful tips to be successful in your MyCanvas courses. **You will gain access to courses on their official start date.**

IT HelpDesk

If you experience difficulties signing in or accessing your Mohawk College accounts, please reset your password at www.mypassword.mohawkcollege.ca. You can also email at helpdesk@mohawkcollege.ca or call the Helpdesk at 905-575-2199 for assistance with any software issues.

Additional Student Supports

Visit the [Welcome to Continuing Education](#) page for information on online tools and the wide range of student services available to you to support your success as a Mohawk College student and to help you achieve your future goals!

Financial Assistance

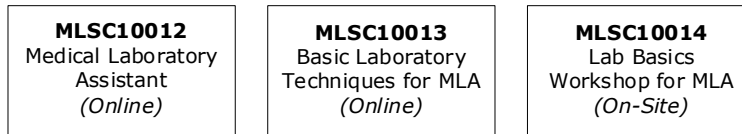
There are Financial Assistance options for Continuing Education students. For more information, please review the [CE Bursary information](#) and [CE Financial Assistance FAQ](#).

Course Schedule

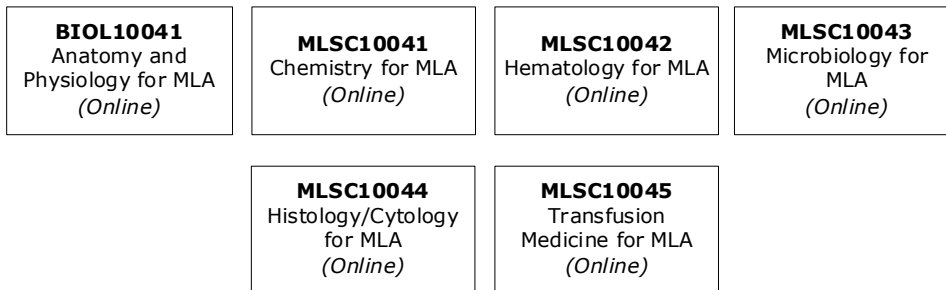
Program Structure

Program Structure – Medical Laboratory Technician (Mohawk College/Michener Institute)

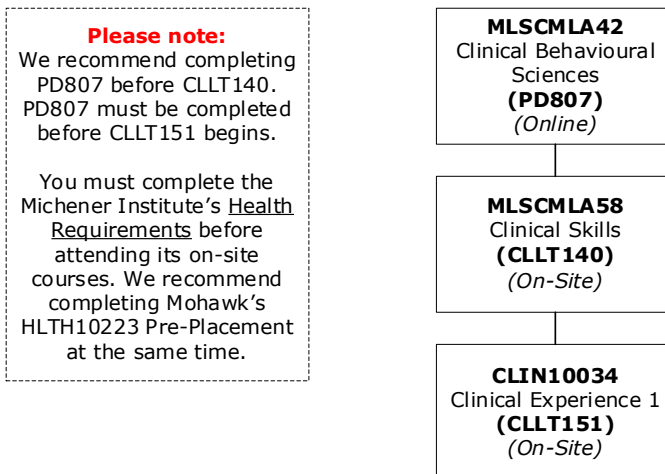
Semester 1 (Mohawk College)



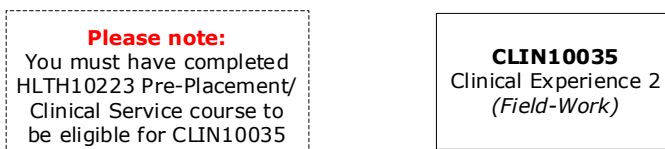
Semester 2 (Mohawk College)



Semester 3 (Michener Institute)



Semester 4 (Mohawk College)



Program Schedule Overview

The MLA program consists of eight online Mohawk College courses, one in-person lab at Mohawk's Fennell campus, three Michener Institute courses, and a clinical experience. Students complete the first nine Mohawk courses, then attend the three courses at the Michener Institute, and then their 4-week clinical placement in a hospital setting.

The Semester Steps identified **MUST be completed in chronological order**. You are NOT permitted to skip a step or move to the next step without successfully completing all the courses within that step. MLSC-10014 Lab Basics Workshop can be taken in Semester 1 or Semester 2 but must be completed prior to Semester 3 at the Michener Institute.

A **selection** of courses will be offered each term. Consider this tentative schedule of future offerings when planning your academic path.

Please note: Students must complete the Michener Institute's [Health Requirements](#) before attending its courses. You must also complete Mohawk's [Preclinical Requirements](#) before attending your off-site clinical placement. Some of these requirements can take months, so please plan your time accordingly.

Semester 1

Your Semester 1 courses provide the foundational knowledge to prepare you for the more subject-focused courses in the second semester. You should complete the Med Lab Assistant and Basic Lab Techniques courses first, and then take the Lab Basics Workshop for MLA.

Please note: The **Workshop course** is on-site in Hamilton, ON, at Mohawk's Fennell campus. In-person attendance during the 3-day lab is mandatory.

Semester Step 1

Course Code	Course Name	Fall (Sep-Dec)	Winter (Jan-Mar)	Spring/Summer (Apr to Aug)
MLSC10012	Medical Laboratory Assistant	MyCanvas	MyCanvas	MyCanvas
MLSC10013	Basic Laboratory Techniques for MLA	MyCanvas	MyCanvas	MyCanvas
MLSC10014	Lab Basics Workshop for MLA	In-Person Lab	In-Person Lab	In-Person Lab

Semester 2

Now that you have studied the basics of the MLA profession, you are ready to begin the more subject area-focused courses. This stage of the program provides you with more flexibility to choose which courses you will study each semester. You can take these courses in any order you wish.

Please note: Once you complete this semester, you will be ready for the Michener Institute simulation component of the program. You will need to complete [Michener's Health Requirements](#) before you can attend simulations there. These requirements include immunizations that may take months to complete. Please plan accordingly.

Semester Step 2

Course Code	Course Name	Fall (Sep-Dec)	Winter (Jan-Mar)	Spring/Summer (Apr to Aug)
BIOL10041	Anatomy and Physiology for MLA	MyCanvas	MyCanvas	MyCanvas
MLSC10041	Chemistry for MLA	MyCanvas	MyCanvas	MyCanvas
MLSC10042	Hematology for MLA	MyCanvas	MyCanvas	MyCanvas
MLSC10043	Microbiology for MLA	MyCanvas	MyCanvas	MyCanvas
MLSC10044	Histology/Cytology for MLA	MyCanvas	MyCanvas	MyCanvas
MLSC10045	Transfusion Medicine for MLA	MyCanvas	MyCanvas	MyCanvas

Note: A selection of courses will be offered each term, based upon student demand and instructor availability.

Semester 3 - Michener Institute Simulation Courses

Now that you have completed all eight of the online Mohawk theory courses, and the in-person Lab Basics Workshop, you are ready for the Michener Institute component of the program.

Remember, **you must complete** the [Michener Course Readiness Confirmation](#) form and complete the mandatory [Michener Institute Health Requirements](#) before attending any Michener courses. You will be able to re-use much of this documentation for your Mohawk Preclinical Requirements, so be sure to keep copies.

The Michener component of the program begins with PD807 - [Clinical Behavioural Sciences](#). This course is online and open for registration at any time during your studies. To help manage workload, it is recommended that PD807 be completed before you begin the in-person simulation courses, CLLT140 and CLLT151. (It must be completed before CLLT151 begins.) In CLLT140, you will study theoretical and practical laboratory skills (phlebotomy, specimen collection and handling, electrocardiography) and instrumentation skills. In CLLT151, you will gain practical experience with the preparation of smears, staining of slides in the areas of Microbiology, Histology and Cytology, inoculation of culture media, urinalysis and instrumentation, further Phlebotomy practice, and professionalism in the workplace.

While attending simulations, you must bring the Student Handbook to each session. This document provides examples and then areas to practice/attempt the exercises and document your progress. While enrolled in CLLT 151, you will complete reflective exercises each weekend.

Semester Step 3

Mohawk Course Code	Michener Course Code/Name	Delivery	Period
MLSCMLA42	PD807 - Clinical Behavioural Sciences	Online	Available on demand
MLSCMLA58	CLLT140 - Clinical Skills Workshop for Laboratory Technicians	4 weekends on-site	Scheduled Based on Demand
CLIN10034	CLLT151 - Clinical Experience I for Laboratory Technicians	4 weekends on-site	Scheduled Based on Demand

Semester 4 - Clinical Experience

Once you have completed all other course requirements, you will be ready for the on-site clinical experience course (CLIN-10035). We do our best to place students in a timely fashion, but please be aware that there are limited appropriate clinical spots available and it may take time to secure a spot for you.

Submit your request for a clinical placement to the [CE Clinical Placement Request Form](#) once you are ready for clinical. **Remember:** you must complete Mohawk's [Preclinical Requirements](#) before attending your off-site clinical placement. Some of these requirements can take months, so please plan your time accordingly.

The placement's duration is 4 weeks (160 hours) and has flexible start dates. Students rotate through a variety of laboratory areas including specimen collection, lab reception, and specific departments like chemistry, hematology, microbiology, and pathology. Please note that due to the varied experiences required, placements tend to happen in larger hospitals, where they have the varied and sophisticated facilities that we require.

During your placement you will need to complete the following requirements:

1. Print the Competency Handbook and take it with you to placement everyday as you will need to get it signed off as you complete each of the competencies during placement;
2. You are required to upload a reflective journal post at the end of each week of your placement to the MyCanvas course;
3. There are 3 assignments that must be completed either during placement or once you have completed.

Application to Graduate

You will need to apply to graduate in order to receive your certificate.

Once you submit your application to graduate, a green banner will appear at the top of the submission page, indicating that you have successfully submitted your application to graduate. This banner will note the date and time of your submission.

Note: Your name will not appear on the Mohawk College Graduation list because Continuing Education graduation occurs only once per year, in October. As long as you have submitted your application and you are cleared, the Convocation department will review and process your certificate.

Please view the [instructions on how to apply to graduate](#) here.

Congratulations!!!