



**ASCP Board of Registry**  
 Suite 1600  
 33 W Monroe St  
 Chicago, IL 60603  
 (312) 541-4979

**PHLEBOTOMY WORK EXPERIENCE  
 REFERENCE FORM  
 (ROUTE 3)**

**PART I** (To be completed by Applicant)

_____	_____
Applicant's Name	Social Security #
_____	_____
Address	E-mail Address
_____	( ) _____
	Daytime Telephone Number

\*\*\*\*\*

**PART II** (To be completed by Employer)

**SUBJECT:** Verification of Experience for Examination Eligibility

This individual, identified above, has applied for Board of Registry Certification as a Phlebotomy Technician. In order to establish this applicant's eligibility for examination, the following information is necessary.

I. Please complete

**EMPLOYMENT** (including on-the-job training)

Date employment started in Phlebotomy    Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

Date employment ended in Phlebotomy    Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

How many hours per week in Phlebotomy? \_\_\_\_\_

II. This applicant has demonstrated proficiency in phlebotomy by successful completion of the following. Check (✓) if completed satisfactorily.

\_\_\_\_\_ Venipunctures

\_\_\_\_\_ Skin punctures (e.g., fingersticks, heelsticks)

III. *This form must be completed and signed by an appropriately qualified supervisor (certified medical technologist, licensed nurse, certified phlebotomist or other licensed/certified health care practitioner). By signing this form, I verify that this applicant has performed satisfactorily in Phlebotomy in the areas checked above.*

\_\_\_\_\_  
 (Please Print) SUPERVISOR'S NAME AND CREDENTIALS \_\_\_\_\_  
DATE

\_\_\_\_\_  
 SUPERVISOR'S SIGNATURE

\_\_\_\_\_  
 TELEPHONE NUMBER \_\_\_\_\_  
E-MAIL ADDRESS

\_\_\_\_\_  
 INSTITUTION

\_\_\_\_\_  
 CITY STATE ZIP CODE

**BE SURE TO INCLUDE A LETTER OF AUTHENTICITY FROM YOUR EMPLOYER WITH THIS REFERENCE FORM. THE LETTER OF AUTHENTICITY MUST BE PRINTED ON ORIGINAL LETTERHEAD, STATE THAT THE REFERENCE FORM WAS COMPLETED BY YOUR EMPLOYER AND INCLUDE THE DATE AND YOUR EMPLOYER'S SIGNATURE.**