

PART I (TO BE COMPLETED BY APPLICANT)

Applicant's Name	Last Four Digits of Applicant's Social Security #
Address	Email Address
	Daytime Telephone Number

PART II (MUST BE COMPLETED AND SIGNED BY THE IMMEDIATE SUPERVISOR OR LABORATORY MANAGEMENT* IN ORDER TO BE ACCEPTABLE)

SUBJECT: VERIFICATION OF WORK EXPERIENCE FOR EXAMINATION ELIGIBILITY

This individual, identified above, has applied for the Board of Certification Specialist in Chemistry examination. In order to establish this applicant's eligibility for certification, the following information is necessary:

1. PLEASE COMPLETE: EMPLOYMENT (INCLUDING ON-THE-JOB TRAINING)

Date employment **started** in Chemistry: Month _____ Day _____ Year _____

Date employment **ended** in Chemistry: Month _____ Day _____ Year _____

How many hours per week in Chemistry? _____

2. DIRECTIONS: Please review the experience of this applicant. A specialist in chemistry must demonstrate proficiency in moderate and high complexity testing.

A. Please place an **X** by each procedure that has been performed satisfactorily including pre-analytical, analytical and post-analytical phases of testing under your supervision by this applicant.

(NOTE: Work experience is required in **8** of the 15 procedures listed below.)

- | | | |
|-----------------------|---------------------------|--------------------------------------|
| _____ Blood gases | _____ Enzymes | _____ Non-protein nitrogen compounds |
| _____ Carbohydrates | _____ Heme compounds | _____ Point-of-care |
| _____ Chromatography | _____ Hormones/vitamins | _____ Proteins |
| _____ Electrolytes | _____ Immunochemistry | _____ Therapeutic drug monitoring |
| _____ Electrophoresis | _____ Lipids/lipoproteins | _____ Toxicology |

B. Please place an **X** by the areas in which in the applicant has had work experience.

(NOTE: Work experience is required in **2** of the 5 areas listed below.)

- | | | |
|---|------------------------------|-----------------------------------|
| _____ Procurement of laboratory equipment | _____ Regulatory compliance | _____ Test development/validation |
| _____ Quality control program management | _____ Supervisory experience | |

3. BY SIGNING THIS FORM, I AS THE IMMEDIATE SUPERVISOR OR LABORATORY MANAGEMENT* VERIFY THAT THIS APPLICANT HAS PERFORMED SATISFACTORILY IN THE CHEMISTRY AREAS CHECKED ON THIS FORM.

(Please Print) Immediate Supervisor or Laboratory Management* Name & Certification(s)	Title
Immediate Supervisor or Laboratory Management* Signature	Date
Telephone Number	Email Address
Institution	Zip Code
City, State	

BE SURE TO INCLUDE A LETTER OF AUTHENTICITY FROM YOUR IMMEDIATE SUPERVISOR OR LABORATORY MANAGEMENT* WITH THIS WORK EXPERIENCE DOCUMENTATION FORM. THE LETTER OF AUTHENTICITY MUST BE PRINTED ON ORIGINAL LETTERHEAD. IT MUST STATE THAT THE WORK EXPERIENCE DOCUMENTATION FORM WAS COMPLETED, SIGNED AND DATED BY YOUR IMMEDIATE SUPERVISOR OR LABORATORY MANAGEMENT*.

**Management is defined as someone in a management role who can verify technical experience.*