



ASCP
BOARD OF
CERTIFICATION®

IMPORTANT
NEW INFORMATION ENCLOSED

JANUARY 2019

U.S. Procedures for Examination & Certification



#0688
ISO/IEC 17024
Personnel Certification Body

Cytotechnologist (CT)^{CM}
Diplomate in Laboratory Management (DLM)^{CM}
Donor Phlebotomy Technician (DPT)^{CM}
Histotechnician (HT)^{CM}
Histotechnologist (HTL)^{CM}
Medical Laboratory Scientist (MLS)^{CM}
Medical Laboratory Technician (MLT)^{CM}
Pathologists' Assistant (PA)^{CM}
Phlebotomy Technician (PBT)^{CM}
Specialist in Blood Banking (SBB)^{CM}

Specialist in Chemistry (SC)^{CM}
Specialist in Cytotechnology (SCT)^{CM}
Specialist in Hematology (SH)^{CM}
Specialist in Microbiology (SM)^{CM}
Technologist in Blood Banking (BB)^{CM}
Technologist in Chemistry (C)^{CM}
Technologist in Cytogenetics (CG)^{CM}
Technologist in Hematology (H)^{CM}
Technologist in Microbiology (M)^{CM}
Technologist in Molecular Biology (MB)^{CM}



The ASCP Board of Certification is an administratively independent certification agency that prepares relevant standards and develops procedures that will assure the competence of non-physician medical laboratory personnel.

The ASCP Board of Certification certifies those individuals who meet the academic and clinical prerequisites and who achieve acceptable performance levels on examinations.

The Board of Certification does not discriminate among applicants as to age, gender, race, religion, national origin, disability, marital status or sexual orientation.

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ASCP BOARD OF CERTIFICATION

About the ASCP Board of Certification

Founded in 1928 by the American Society for Clinical Pathology (ASCP), the Board of Certification is widely accepted as the most influential leader in the field of certification of medical laboratory professionals. To date over 550,000 individuals have been certified. The ASCP Board of Certification understands the importance of impartiality in conducting certification and qualification activities. It manages conflict of interest and ensures objectivity by representative membership on its Board of Governors from other associations and societies. The Board of Governors of the ASCP Board of Certification has 24 members:

- Five pathologists (nominated by the ASCP); including one member of the American Society of Hematology
- Five laboratory professionals (nominated by the ASCP); including one member of the American Association for Clinical Chemistry
- Four representatives from the American Society for Clinical Laboratory Science (ASCLS)
- Two representatives from the Association of Genetic Technologists (AGT)
- One representative from each of the following six additional participating specialty societies:
 - » AABB
 - » American Association of Pathologists' Assistants
 - » American Society for Microbiology
 - » American Society of Cytopathology
 - » Clinical Laboratory Management Association
 - » National Society for Histotechnology
- One public member
- Past Board of Governors Chair

Accreditation

The ASCP Board of Certification is accredited by the American National Standards Institute (ANSI) for certification programs where certificants complete the Credential Maintenance Program (CMP) and hold the following credentials:

- Cytotechnologist, CT(ASCP)^{CM}
- Diplomate in Laboratory Management, DLM(ASCP)^{CM}
- Donor Phlebotomy Technician, DPT(ASCP)^{CM}
- Histotechnician, HT(ASCP)^{CM}
- Histotechnologist, HTL(ASCP)^{CM}
- Medical Laboratory Scientist, MLS(ASCP)^{CM}
- Medical Laboratory Technician, MLT(ASCP)^{CM}
- Pathologists' Assistant, PA(ASCP)^{CM}
- Phlebotomy Technician, PBT(ASCP)^{CM}
- Specialist in Blood Banking, SBB(ASCP)^{CM}
- Specialist in Chemistry, SC(ASCP)^{CM}
- Specialist in Cytotechnology, SCT(ASCP)^{CM}
- Specialist in Hematology, SH(ASCP)^{CM}
- Specialist in Microbiology, SM(ASCP)^{CM}
- Technologist in Blood Banking, BB(ASCP)^{CM}
- Technologist in Chemistry, C(ASCP)^{CM}
- Technologist in Cytogenetics, CG(ASCP)^{CM}
- Technologist in Hematology, H(ASCP)^{CM}
- Technologist in Microbiology, M(ASCP)^{CM}
- Technologist in Molecular Biology, MB(ASCP)^{CM}

ANSI awards accreditation to personnel certification agencies that meet the International ISO Standard 17024.

Certification and Credential Maintenance

Certification is the process by which a non-governmental agency or association grants recognition of competence to an individual who has met certain predetermined qualifications, as specified by the agency or association.

The ASCP Board of Certification provides a mechanism for these individuals to be recognized as having the necessary competence to perform the medical laboratory roles they seek. This mechanism is called certification.

ASCP BOC certification is time-limited for three years. To remain valid, certification must be maintained by completing the Credential Maintenance Program (CMP) as described on page 24.

Certification Process

STEP 1: Determine your examination category and route and gather required documentation to meet the eligibility requirements. The **BOC Eligibility Assistant** found on the BOC website can help you determine if you meet the current requirements: www.ascp.org/certification.

STEP 2: Complete the online application (see page 25) and submit:

- Application fee (credit card or check)
Application fees are non-refundable
- Required documentation to verify your eligibility (see page 18).

STEP 3: Receive notification to take the examination on computer at a Pearson VUE Professional Center within a **three-month examination period**, upon determination of your examination eligibility.

STEP 4: Schedule an appointment to take the examination within the **three-month examination period** indicated in your admission notification.

STEP 5: Take the examination at the Pearson VUE Professional Center of your choice. Immediately after you complete the examination, you will see your preliminary pass/fail result on the computer screen.

STEP 6: Receive email notification to login and view your final examination score report.

STEP 7: Receive your wall certificate in approximately four (4) to eight (8) weeks after receiving your passing score report. Your certification is valid for a three year period. To maintain valid certification, completion of the Credential Maintenance Program (CMP) is required every three years. Please visit www.ascp.org/cmp for program details.

Congratulations on your decision to apply for certification by the ASCP Board of Certification, the certification agency representing the majority of the laboratory community. We wish you success on your examination.

CERTIFICATION CATEGORIES AND APPLICATION FEES

Application fees are non-refundable. Be sure you meet the eligibility requirements for the category and route as stated and are able to provide the required documentation before submitting your online application and fee.

The Board of Certification establishes all candidates eligibility based on review and verification of documentation supplied through formal application process for examination.

Category of Examination	Application Fee
Phlebotomy Technician, PBT(ASCP)	\$135
Donor Phlebotomy Technician, DPT(ASCP)	\$135
Histotechnician, HT(ASCP)	\$215
Medical Laboratory Assistant, MLA(ASCP)	\$135
Medical Laboratory Technician, MLT(ASCP)	\$215
Medical Laboratory Scientist, MLS(ASCP)	\$240
Cytotechnologist, CT(ASCP)	\$240
Histotechnologist, HTL(ASCP)	\$240
Technologist in Blood Banking, BB(ASCP)	\$240
Technologist in Chemistry, C(ASCP)	\$240
Technologist in Cytogenetics, CG(ASCP)	\$240
Technologist in Hematology, H(ASCP)	\$240
Technologist in Microbiology, M(ASCP)	\$240
Technologist in Molecular Biology, MB(ASCP)	\$240
Specialist in Blood Banking, SBB(ASCP)	\$290
Specialist in Chemistry, SC(ASCP)	\$290
Specialist in Cytotechnology, SCT(ASCP)	\$290
Specialist in Cytometry, SCYM(ASCP)	\$290
Specialist in Hematology, SH(ASCP)	\$290
Specialist in Microbiology, SM(ASCP)	\$290
Specialist in Molecular Biology, SMB(ASCP)	\$290
Pathologists' Assistant, PA(ASCP)	\$530
Diplomate in Laboratory Management, DLM(ASCP)	\$405

The requirements and fees stated in this booklet are subject to change without notice.

Applicants with a Disability

An applicant who wishes to request modifications in the examination environment because of a disability must notify the ASCP Board of Certification office in writing before the submission of a paid application and **provide a letter of diagnosis from an appropriate professional specifying the needed modification.** The ASCP Board of Certification will consider modification of the testing conditions on a case-by-case basis. The ASCP Board of Certification will work directly with the applicant and proctors at the test centers to make modifications in the testing environment which make it possible for an individual with a disability to take an examination under conditions which will accurately reflect the individual's aptitude or achievement level. Such modifications may include providing auxiliary aids and services to an applicant with a disability.

Examination Eligibility Requirements

TECHNICIAN CERTIFICATION

Donor Phlebotomy Technician, DPT(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- PBT (ASCP) certification,
- AND 50 successful donor collections in the U.S., Canada or an accredited laboratory* within the last year.

ROUTE 2

- High school graduation (or equivalent),
- AND completion of an acceptable donor phlebotomy structured program within The Joint Commission or CAP accredited institution,
- AND 50 successful donor collections in the U.S., Canada or an accredited laboratory* within the last two years.

ROUTE 3

- High school graduation (or equivalent),
- AND completion of one year of full time acceptable experience as a donor phlebotomy technician in an accredited facility in the U.S., Canada or an accredited laboratory* within the last two years.

ROUTE 4

- High school graduation (or equivalent),
- AND successful completion of RN, LPN or other accredited allied health professional/occupational education,
- AND donor phlebotomy training with 50 successful donor collections in the U.S., Canada or an accredited laboratory*. Applicants must submit a notarized copy of their current state/provincial license for RN or LPN or a notarized copy of a certificate of completion from the accredited allied health program they completed.

* CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR accreditation under ISO 15189

Histotechnician, HT(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- Successful completion of a NAACLS accredited Histotechnician program within the last five years prior to the date of application for examination.

The education received from a NAACLS accredited HT program is acceptable for a period of five (5) years from the date of completion of that program. After five years, the applicant's eligibility will be based on clinical laboratory experience as stated in the current examination eligibility requirements.

ROUTE 2

- At least 60 semester hours (90 quarter hours) of academic credit from a regionally accredited college/university, with a combination of 12 semester hours (18 quarter hours) of biology and chemistry (**must include credit hours in both**), or an associate degree from a regionally accredited college/university, with a combination of 12 semester hours (18 quarter hours) of biology and chemistry (**must include credit hours in both**),
- AND one year of full time acceptable experience in a histopathology (clinical*, veterinary, industry or research) laboratory in the U.S., Canada or an accredited laboratory* within the last five years.

* CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR accreditation under ISO 15189

LABORATORY EXPERIENCE

To fulfill the experience requirement for the Histotechnician examination, you must have experience within the last five years in **ALL** of the following areas:

- Fixation
- Staining
- Embedding/Microtomy
- Laboratory Operations
- Processing

Medical Laboratory Assistant, MLA(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- High school graduation (or equivalent),
- AND successful completion of a NAACLS approved Clinical Assistant (CA) program within the last five years.

The education received from a NAACLS approved Clinical Assistant (CA) program is acceptable for a period of five (5) years from the date of completion of that program. After five years, the applicant's eligibility will be based on clinical laboratory experience as stated in the current examination eligibility requirements.

ROUTE 2

- High school graduation (or equivalent),
- AND successful completion of a 50 week U.S. military medical laboratory training course* within the last ten years.

ROUTE 3

- High school graduation (or equivalent),
- AND two years of full time acceptable clinical laboratory experience as a laboratory assistant in the U.S. Canada, or an accredited laboratory** within the last five years.

ROUTE 4

- Associate degree or at least 60 semester hours (90 quarter hours) of academic credit from a regionally accredited college/university, including 6 semester hours (9 quarter hours) of chemistry and 6 semester hours (9 quarter hours) of biology,
- AND one year of full time acceptable clinical laboratory experience as a laboratory assistant in the U.S., Canada, or an accredited laboratory** within the last five years.

ROUTE 5

- PBT(ASCP) certification,
- AND one year of full time acceptable clinical laboratory experience as a laboratory assistant in the U.S., Canada, or an accredited laboratory** within the last five years.

ROUTE 6

- High school graduation (or equivalent),
- AND successful completion of an acceptable two-part formal structured medical laboratory assistant program in the U.S., Canada or an accredited laboratory** within the last five years which consists of classroom training and clinical laboratory training,
- AND six months of full time acceptable clinical laboratory experience as a laboratory assistant in the U.S., Canada, or an accredited laboratory** within the last five years.

*Applicants should not apply until **after** successful completion of the structured program.*

* Official or notarized documentation of your military code (NEC, MOS or AFSC code or 68K), certificate verifying completion of training or letter from Program Director documenting program completion date or notarized copy of your DD214 form or ER. B must be mailed to the BOC upon completion of the online application.

** CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR accreditation under ISO 15189

CLINICAL LABORATORY EXPERIENCE

To fulfill the experience requirement for the Medical Laboratory Assistant examination, you must have clinical laboratory experience within the time-frame required in **ALL** of the following areas:

- Specimen Preparation and Processing (processes related to the handling, transport, and processing of specimens)
- Support for Clinical Testing (e.g., slide preparation and staining, microbiology setup and plating, reagent preparation, instrument loading, result reporting, inventory maintenance, quality control)
- Laboratory Operations (e.g., regulatory applications, waste disposal, safety, equipment maintenance)

Medical Laboratory Technician, MLT(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- Associate degree or at least 60 semester hours (90 quarter hours) of academic credit from a college/university accredited by a recognized regional or national accreditation agency,
- AND successful completion of a NAACLS or ABHES accredited MLT program within the last five years.

The education received from a NAACLS or ABHES accredited MLT program is acceptable for a period of five (5) years from the date of completion of that program. After five years, the applicant's eligibility will be based on clinical laboratory experience as stated in the current examination eligibility requirements.

ROUTE 2

- Associate degree or at least 60 semester hours (90 quarter hours) of academic credit from a regionally accredited college/university, including 6 semester hours (9 quarter hours) of chemistry and 6 semester hours (9 quarter hours) of biology,
- AND CLA(ASCP)* certification.

ROUTE 3

- Associate degree or at least 60 semester hours (90 quarter hours) of academic credit from a regionally accredited college/university, including 6 semester hours (9 quarter hours) of chemistry and 6 semester hours (9 quarter hours) of biology,
- AND successful completion of a 50 week U.S. military medical laboratory training course** within the last ten years.

ROUTE 4

- Associate degree or at least 60 semester hours (90 quarter hours) of academic credit from a regionally accredited college/university, including 6 semester hours (9 quarter hours) of chemistry and 6 semester hours (9 quarter hours) of biology,
- AND three years of full time acceptable clinical laboratory experience in blood banking, chemistry, hematology, microbiology, immunology, and urinalysis/body fluids in the U.S., Canada or an accredited laboratory*** within the last six years.

* CLA(ASCP) certification was discontinued in 1982. Only applicants previously certified CLA(ASCP) may apply under Route 2.

** Official or notarized documentation of your military code (NEC, MOS, or AFSC code or 68K), certificate verifying completion of training or letter from Program Director documenting program completion date or notarized copy of your DD214 form or ER.B must be mailed to the BOC upon completion of the online application.

***CMS CLIA certificate of registration, compliance, accreditation;
OR JCI accreditation; OR Accreditation under ISO 15189.

Phlebotomy Technician, PBT(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- High school graduation (or equivalent),
- AND completion of a NAACLS approved phlebotomy program within the last five years.

The education received from a NAACLS approved PBT program is acceptable for a period of five (5) years from the date of completion of that program. After five years, the applicant's eligibility will be based on clinical laboratory experience as stated in the current examination eligibility requirements.

ROUTE 2

- High school graduation (or equivalent),
- AND completion of an acceptable two-part formal structured phlebotomy program in the U.S., Canada or an accredited laboratory within the last five years. This two-part program, to be arranged by the program director, must consist of: 40 clock hours of classroom training, including anatomy and physiology of the circulatory system, specimen collection, specimen processing and handling, and laboratory operations (e.g. safety, quality control, etc.),
- AND 100 clock hours of clinical training and orientation in an accredited laboratory* with a minimum performance of 100 successful unaided blood collections including venipunctures and skin punctures.

Applicants should not apply until after successful completion of the structured program.

ROUTE 3

- High school graduation (or equivalent),
- AND completion of one year of full time acceptable work experience as a phlebotomy technician in an accredited laboratory* within the last five years. This experience must include venipunctures and skin punctures. (Full time experience is considered thirty-five hours per week).

ROUTE 4

- High school graduation (or equivalent),
- AND successful completion of RN, LPN or other acceptable accredited allied health professional/occupational education which includes phlebotomy training and orientation in an accredited laboratory* with a minimum performance of 100 successful unaided blood collections including venipunctures and skin punctures. Applicants must submit a notarized copy of their current state/provincial license for RN or LPN or notarized copy of a certificate of completion from the accredited allied health program they completed.

ROUTE 5

- MT/MLS(ASCP) certification or MLT(ASCP) certification.

ROUTE 6

- DPT(ASCP) certification
- AND a minimum performance of 100 successful unaided non-donor blood collections including venipunctures and skin punctures in an accredited laboratory* within the last five years.

ROUTE 7

- High school graduation (or equivalent),
- AND completion of a phlebotomy program approved by the California Department of Public Health within the last five years.

* CMS CLIA certificate of registration, compliance, accreditation;
OR JCI accreditation; OR accreditation under ISO 15189.

Examination Eligibility Requirements

TECHNOLOGIST CERTIFICATION

Medical Laboratory Scientist, MLS(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- Baccalaureate degree from a regionally accredited college/university,
- AND successful completion of a NAACLS accredited Medical Laboratory Scientist program within the last five years.
The education received from a NAACLS accredited MLS program is acceptable for a period of five (5) years from the date of completion of that program. After five years, the applicant's eligibility will be based on clinical laboratory experience as stated in the current examination eligibility requirements.

ROUTE 2

- MLT(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited college/university, including 16 semester hours (24 quarter hours) of biological science (with one semester in microbiology), 16 semester hours (24 quarter hours) of chemistry (with one semester in organic or biochemistry),
- AND two years of full time acceptable clinical laboratory experience in blood banking, chemistry, hematology, microbiology, immunology, and urinalysis/body fluids in the U.S., Canada or an accredited laboratory* within the last four years.

ROUTE 3

- CLA(ASCP)** certification,
- AND a baccalaureate degree from a regionally accredited college/university, including 16 semester hours (24 quarter hours) of biological science (with one semester in microbiology), 16 semester hours (24 quarter hours) of chemistry (with one semester in organic or biochemistry)
- AND four years of full time acceptable clinical laboratory experience in blood banking, chemistry, hematology, microbiology, immunology, and urinalysis/body fluids in the U.S., Canada or an accredited laboratory* within the last eight years.

ROUTE 4

- Baccalaureate degree from a regionally accredited college/university, including 16 semester hours (24 quarter hours) of biological science (with one semester in microbiology), 16 semester hours (24 quarter hours) of chemistry (with one semester in organic or biochemistry),
- AND five years of full time acceptable clinical laboratory experience in blood banking, chemistry, hematology, microbiology, immunology, and urinalysis/body fluids in the U.S., Canada or an accredited laboratory* within the last ten years.

ROUTE 5

- MT/MLS(ASCP¹) certification,
- AND five years of full time acceptable clinical laboratory experience in blood banking, chemistry, hematology, microbiology, immunology, and urinalysis/body fluids in the U.S., Canada or an accredited laboratory* within the last ten years.

It will not be required for MLS(ASCP¹) certificants to retake the certification exam.

This transition does not circumvent federal work and state licensure regulations and individuals seeking employment in the U.S. will still need to meet all the U.S. immigration visa requirements.

Applicants successfully completing Route 5 will be permanently certified as MLS(ASCP) rather than MLS(ASCP¹). There will not be an option to revert back to MLS(ASCP¹). This means that, moving forward, your previous MLS(ASCP¹) certification will not be able to be used to meet the eligibility requirements for additional certifications.

* CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR Accreditation under ISO 15189.

** CLA(ASCP) certification was discontinued in 1982. Only applicants previously certified as CLA(ASCP) may apply under Route 3.

Technologist in Blood Banking, BB(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- MT/MLS(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited college/university.

ROUTE 2

- Baccalaureate degree from a regionally accredited college/university with a major in biological science or chemistry, or a baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology and/or chemistry,
- AND one year of full time acceptable clinical laboratory experience in blood banking in the U.S., Canada or an accredited laboratory* within the last five years.

ROUTE 3

- Baccalaureate degree from a regionally accredited college/university with a major in biological science or chemistry, or a baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology and/or chemistry,
- AND successful completion of a structured program in blood banking under the auspices of a NAACLS accredited Medical Laboratory Scientist Program within the last five years. The structured program in blood banking must be equivalent to the curriculum for blood banking in the Medical Laboratory Scientist Program.

*Applicants should not apply until **after** successful completion of the structured program.*

ROUTE 4

- Master's degree or Doctorate in chemistry, biology, immunology, immuno-hematology, microbiology, allied health, medical laboratory science or an appropriately related field, from a regionally accredited college/university,
- AND six months of full time acceptable clinical laboratory experience in blood banking in the U.S., Canada or an accredited laboratory* within the last five years.

ROUTE 5

- Baccalaureate degree or post baccalaureate degree in medical laboratory science from a regionally accredited college/university, or a baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology and/or chemistry,
- AND successful completion of a program accredited by NAACLS as a Medical Laboratory Scientist Program within the last five years.

The education received from a NAACLS accredited MLS program is acceptable for a period of five (5) years from the date of completion of that program. After five years, the applicant's eligibility will be based on the clinical laboratory experience as stated in the current examination eligibility requirements.

* CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR accreditation under ISO 15189

CLINICAL LABORATORY EXPERIENCE

To fulfill the experience requirement for the Technologist in Blood Banking examination, you must have clinical laboratory experience within the last five years in **ALL** of the following procedures:

SEROLOGIC AND/OR MOLECULAR TESTING

- ABO and Rh typing
- Direct antiglobulin tests
- Antibody detection and identification
- Tests for other blood group antigens
- Crossmatching



ROUTINE PROBLEM SOLVING

- Transfusion reactions
- Immune hemolytic anemias
- Hemolytic disease of the fetus and newborn (HDFN)
- Rh immune globulin studies
- Indications for transfusion

QUALITY CONTROL/QUALITY ASSURANCE

- Reagents, equipment

LABORATORY OPERATIONS

DONOR COLLECTION, PROCESSING AND TESTING

(Proficiency may be demonstrated through performance, observation or simulation)

- Donor selection, preparation and collection
- Processing and donor testing
- Component preparation for storage and administration

Technologist in Chemistry, C(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- MT/MLS(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited college/university.

ROUTE 2

- Baccalaureate degree from a regionally accredited college/university with a major in biological science or chemistry, or a baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology and/or chemistry,
- AND one year of full time acceptable clinical laboratory experience in chemistry in the U.S., Canada or an accredited laboratory* within the last five years.

ROUTE 3

- Baccalaureate degree from a regionally accredited college/university with a major in biological science or chemistry, or a baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology, chemistry and/or medical science,
- AND successful completion of a structured program in chemistry under the auspices of a NAACLS accredited Medical Laboratory Scientist Program within the last five years. The structured program in chemistry must be equivalent to the curriculum for chemistry in the Medical Laboratory Scientist Program.

*Applicants should not apply until **after** successful completion of the structured program.*

ROUTE 4

- Master's degree in chemistry or an appropriately related field, from a regionally accredited college/university,
- AND six months of full time acceptable clinical laboratory experience in chemistry in the U.S., Canada or an accredited laboratory* within the last five years.

ROUTE 5

- Baccalaureate degree or post baccalaureate degree in medical laboratory science from a regionally accredited college/university, or a baccalaureate degree from a regionally accredited college/university with 30 semester hours (45 quarter hours) in biology and/or chemistry,
- AND successful completion of a program accredited by NAACLS as a Medical Laboratory Scientist Program within the last five years.

The education received from a NAACLS accredited MLS program is acceptable for a period of five (5) years from the date of completion of that program. After five years, the applicant's eligibility will be based on the clinical laboratory experience as stated in the current examination eligibility requirements.

** CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR accreditation under ISO 15189*

CLINICAL LABORATORY EXPERIENCE

To fulfill the experience requirement for the Technologist in Chemistry examination, you must have clinical laboratory experience within the last five years in **8** of the 15 procedures listed:

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

Cytogenetics, CG(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- Baccalaureate degree from a regionally accredited college/university
- AND successful completion of a NAACLS accredited cytogenetics education program within the last five years.

The education received from a NAACLS accredited CG program is acceptable for a period of five (5) years from the date of completion of that program. After five years, the applicant's eligibility will be based on clinical laboratory experience as stated in the current examination eligibility requirements.

ROUTE 2

- Baccalaureate degree from a regionally accredited college/university with a major in biological science or chemistry, or a baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology and/or chemistry,
- AND one year of full time acceptable work experience in a clinical cytogenetics laboratory* in the U.S., Canada or an accredited laboratory** within the last three years.

ROUTE 3

- Master's degree or Doctorate in genetics or molecular biology from a regionally accredited college/university,
- AND nine months of full time acceptable work experience in a clinical cytogenetics laboratory* in the U.S., Canada or an accredited laboratory** within the last three years.

** A clinical cytogenetics laboratory is defined as one capable of providing individuals with knowledge and practical experience in clinical cytogenetics such as primary cell culture and harvest, slide preparation and staining, chromosome analysis, microscopic and image analysis, and molecular techniques (e.g., fluorescence in situ hybridization (FISH) and microarray).*

*** CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR accreditation under ISO 15189*

Examination Eligibility Requirements

TECHNOLOGIST CERTIFICATION

Cytotechnologist, CT(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- Baccalaureate degree from a regionally accredited college/university,
- AND successful completion of a CAAHEP accredited Cytotechnology program within the last five years.

The education received from a CAAHEP accredited CT program is acceptable for a period of five (5) years from the date of completion of that program.

Technologist in Hematology, H(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- MT/MLS(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited college/university.

ROUTE 2

- Baccalaureate degree from a regionally accredited college/university with a major in biological science or chemistry, or a baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology and/or chemistry,
- AND one year of full time acceptable clinical laboratory experience in hematology in the U.S., Canada or an accredited laboratory* within the last five years.

ROUTE 3

- Baccalaureate degree from a regionally accredited college/university with a major in biological science or chemistry, or a baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology, chemistry, and/or medical science,
- AND successful completion of a structured program in hematology under the auspices of a NAACLS accredited Medical Laboratory Scientist Program within the last five years. The structured program in hematology must be equivalent to the curriculum for hematology in the Medical Laboratory Scientist Program.

*Applicants should not apply until **after** successful completion of the structured program.*

ROUTE 4

- Master's degree in biology, chemistry or an appropriately related field, from a regionally accredited college/university,
- AND six months of full time acceptable clinical laboratory experience in hematology in the U.S., Canada or an accredited laboratory* within the last five years.

ROUTE 5

- Baccalaureate degree or post baccalaureate degree in medical laboratory science from a regionally accredited college/university, or a baccalaureate degree from a regionally accredited college/university with 30 semester hours (45 quarter hours) in the biological, chemical and/or medical sciences,
- AND successful completion of a program accredited by NAACLS as a Medical Laboratory Scientist program within the last five years.

The education received from a NAACLS accredited MLS program is acceptable for a period of five (5) years from the date of completion of that program. After five years, the applicant's eligibility will be based on clinical laboratory experience as stated in the current examination eligibility requirements.

* CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR accreditation under ISO 15189

CLINICAL LABORATORY EXPERIENCE

To fulfill the experience requirement for the Technologist in Hematology examination, you must have clinical laboratory experience within the time frame required in **ALL** of the following procedures:

- Blood smear, evaluation and differential
- Complete blood count
- Quality Control: performance and evaluation
- Routine coagulation tests (e.g., PT, APTT, D-dimer)

Experience is also required within the last ten years in **2** of the 3 procedures listed:

- Instrument maintenance/troubleshooting
- Miscellaneous tests (e.g., ESR, sickle screen, manual cell count, reticulocyte)
- Other coagulation tests (e.g., fibrinogen, factor assays, hypercoagulability)

Histotechnologist, HTL(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- Baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology and chemistry (**must include credit hours in both**),
- AND successful completion of a NAACLS accredited Histotechnician or Histotechnology program within the last five years.

The education received from a NAACLS accredited HT/HTL program is acceptable for a period of five (5) years from the date of completion of that program. After five years, the applicant's eligibility will be based on laboratory experience as stated in the current examination eligibility requirements.

ROUTE 2

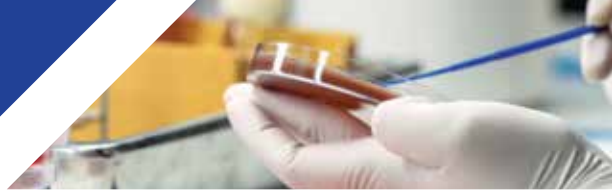
- Baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology and chemistry (**must include credit hours in both**),
- AND one year of full time acceptable experience in a histopathology (clinical*, veterinary, industry or research) laboratory in the U.S., Canada or an accredited laboratory* within the last five years.

* CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR accreditation under ISO 15189

LABORATORY EXPERIENCE

To fulfill the experience requirement for the Histotechnologist examination, you must have laboratory experience, within the time frame required in **ALL** of the following areas:

- Fixation
- Embedding/Microtomy
- Processing
- Staining
- Laboratory Operations



Technologist in Microbiology, M(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- MT/MLS(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited college/university.

ROUTE 2

- Baccalaureate degree from a regionally accredited college/university with a major in biological science or chemistry, or a baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology and/or chemistry,
- AND one year of full time acceptable clinical laboratory experience in microbiology in the U.S., Canada or an accredited laboratory* within the last five years.

ROUTE 3

- Baccalaureate degree from a regionally accredited college/university with a major in biological science or chemistry, or a baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology and/or chemistry,
- AND successful completion of a structured program in microbiology under the auspices of a NAACLS accredited Medical Laboratory Scientist Program within the last five years. The structured program in microbiology must be equivalent to the curriculum for microbiology in the Medical Laboratory Scientist Program.

*Applicants should not apply until **after** successful completion of the structured program.*

ROUTE 4

- Master's degree in microbiology, or an appropriately related field, from a regionally accredited college/university,
- AND six months of full time acceptable clinical laboratory experience in microbiology in the U.S., Canada or an accredited laboratory* within the last five years.

ROUTE 5

- Baccalaureate degree or post baccalaureate degree in medical laboratory science from a regionally accredited college/university or a baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology and/or chemistry,
- AND successful completion of a program accredited by NAACLS as a Medical Laboratory Scientist program** within the last five years.

The education received from a NAACLS accredited MLS program is acceptable for a period of five (5) years from the date of completion of that program. After five years, the applicant's eligibility will be based on clinical laboratory experience as stated in the current examination eligibility requirements.

* CMS CLIA certificate of registration, compliance, accreditation;
OR JCI accreditation; OR accreditation under ISO 15189

CLINICAL LABORATORY EXPERIENCE

To fulfill the experience requirement for the Technologist in Microbiology examination, you must have experience, within the last five years, in **3** of 6 of the following areas:

- Bacteriology
- Molecular Microbiology
- Mycobacteriology
- Mycology
- Parasitology
- Virology

Technologist in Molecular Biology, MB(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- ASCP certified as a technologist/scientist or specialist,
- AND a baccalaureate degree from a regionally accredited college/university.

ROUTE 2

- Baccalaureate degree from a regionally accredited college/university
- AND successful completion of a NAACLS accredited diagnostic molecular science program within the last five years.

The education received from a NAACLS accredited diagnostic molecular science program is acceptable for a period of five (5) years from the date of completion of that program. After five years, the applicant's eligibility will be based on clinical laboratory experience as stated in the current examination eligibility requirements.

ROUTE 3

- Baccalaureate degree from a regionally accredited college/university with a major in biological science or chemistry, or a baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology, and/or chemistry,
- AND one year of full time acceptable experience (clinical**, veterinary, industry or research) in a molecular biology laboratory* in the U.S., Canada or an accredited laboratory** within the last five years.

ROUTE 4

- Master's degree or Doctorate in molecular biology, chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field from a regionally accredited college/university,
- AND six months of full time acceptable experience (clinical**, veterinary, industry or research) in a molecular biology laboratory* in the U.S., Canada or an accredited laboratory** within the last five years.

* A molecular biology laboratory is defined as one capable of providing individuals with knowledge and practical experience in all aspects of molecular methods including, but not limited to, nucleic acid isolation, amplification, detection, sequencing, hybridization techniques, and data analysis.

** CMS CLIA certificate of registration, compliance, accreditation;
OR JCI accreditation; OR accreditation under ISO 15189

LABORATORY EXPERIENCE

To fulfill the experience requirement for the Technologist in Molecular Biology examination, you must have laboratory experience, within the time-frame required, in **one** of the following areas:

- Genetics/Genomics (e.g., genotyping, genetic disorders, pharmacogenomics, genome-wide analysis)
- Oncology (e.g., hematologic lymphoid neoplasms/neoplasia, solid tumor gene markers)
- Histocompatibility (DNA-based)
- Infectious Disease (e.g., molecular microbiology/virology)
- Molecular Identity Testing (e.g., bone marrow engraftment, paternity, forensic)

Examination Eligibility Requirements

SPECIALIST CERTIFICATION

Pathologists' Assistant, PA(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- A minimum of a baccalaureate degree from a regionally accredited college/university,
- AND successful completion of a NAACLS accredited Pathologists' Assistant program within the last five years.

The education received from a NAACLS accredited PA program is acceptable for a period of five (5) years from the date of completion of that program.

Specialist in Blood Banking, SBB(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- Baccalaureate degree from a regionally accredited college/university including biological science and chemistry courses,
- AND successful completion of a CAAHEP accredited Specialist in Blood Bank Technology program within the last five years.

The education received from a CAAHEP accredited SBB program is acceptable for a period of five (5) years from the date of completion of that program. After five years, the applicant's eligibility will be based on clinical laboratory experience as stated in the current examination eligibility requirements.

ROUTE 2

- MT/MLS(ASCP) certification or BB(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited college/university,
- AND three years of full time acceptable experience in the clinical laboratory in blood banking in the U.S., Canada or an accredited laboratory* within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 3

- Master's degree or Doctorate in chemistry, biology, immunology, immunohematology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND three years of full time acceptable experience in the clinical laboratory in blood banking in the U.S., Canada or an accredited laboratory* within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 4

- Doctorate in chemistry, biology, immunology, immunohematology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND two years of post-doctoral fellowship** in clinical blood banking in the U.S. or Canada within the last five years.

ROUTE 5

- MT/MLS(ASCP) certification or BB(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited college/university,
- AND three years of full time acceptable experience as an academic educator in clinical blood banking at a regionally accredited college/university in the U.S., Canada or an accredited laboratory* within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 6

- Master's degree or Doctorate in chemistry, biology, immunology, immunohematology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND three years of full time acceptable experience as an academic educator in clinical blood banking in a regionally accredited college/university in the U.S., Canada or an accredited laboratory* within the last six years. These three years of experience must be acquired post baccalaureate degree.

* CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR accreditation under ISO 15189

** A copy of the certificate of completion of the post-doctoral fellowship is required.

LABORATORY OR TEACHING EXPERIENCE

To fulfill the experience requirement for the Specialist in Blood Banking examination, you must have clinical laboratory experience within the time frame required in **ALL** of the following procedures:

SEROLOGIC AND/OR MOLECULAR TESTING

- ABO and Rh typing
- Antibody detection and identification
- Crossmatching
- Direct antiglobulin tests
- Tests for other blood group antigens

ROUTINE PROBLEM SOLVING

- Transfusion reactions
- Immune hemolytic anemias
- Hemolytic disease of the fetus and newborn (HDFN)
- Rh immune globulin evaluation
- Indications for transfusion

QUALITY CONTROL/QUALITY ASSURANCE

- Reagents, equipment

LABORATORY OPERATIONS

DONOR COLLECTION, PROCESSING AND TESTING

(Proficiency may be demonstrated through performance, observation or simulation)

- Donor selection, preparation and collection
- Processing and donor testing
- Component preparation for storage and administration

Specialist in Chemistry, SC(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- MT/MLS(ASCP) certification or C(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited college/university,
- AND three years of full time acceptable experience in the clinical laboratory in chemistry in the U.S., Canada or an accredited laboratory* within the last six years. These three years of experience must be acquired post baccalaureate degree.



Examination Eligibility Requirements

SPECIALIST CERTIFICATION

ROUTE 2

- Master's degree in chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND three years of full time acceptable experience in the clinical laboratory in chemistry in the U.S., Canada or an accredited laboratory* within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 3

- Doctorate in chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND two years of post-doctoral fellowship** in clinical chemistry in the U.S. or Canada or two years of full time acceptable experience in the clinical laboratory in chemistry in the U.S., Canada or an accredited laboratory* within the last five years. These two years of experience must be acquired post baccalaureate degree.

ROUTE 4

- MT/MLS(ASCP) certification or C(ASCP) certification,
- AND a Doctorate in chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND one year of full time acceptable laboratory experience in chemistry (clinical or research) in the U.S. or Canada or an accredited laboratory* within the last five years.

ROUTE 5

- MT/MLS(ASCP) certification or C(ASCP) certification,
- AND a baccalaureate or Master's degree from a regionally accredited college/university,
- AND three years of full time acceptable experience as an academic educator in clinical chemistry at a regionally accredited college/university in the U.S., Canada or an accredited laboratory* within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 6

- MT/MLS(ASCP) certification or C(ASCP) certification,
- AND a Doctorate in chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND one year of full time acceptable experience as an academic educator in clinical chemistry at a regionally accredited college/university in the U.S. or Canada or an accredited laboratory* within the last five years.

* CMS CLIA certificate of registration, compliance, accreditation;
OR JCI accreditation; OR accreditation under ISO 15189

** A copy of the certificate of completion of the post-doctoral fellowship is required.

LABORATORY OR TEACHING EXPERIENCE

To fulfill the experience requirement for the Specialist in Chemistry examination, you must have clinical laboratory experience within the time frame required in **8** of the 15 procedures listed:

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

Laboratory or teaching experience is also required in **2** of the 5 areas listed:

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

Specialist in Hematology, SH(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- MT/MLS(ASCP) certification or H(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited college/university,
- AND three years of full time acceptable experience in the clinical laboratory in hematology in the U.S., Canada or an accredited laboratory* within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 2

- Master's degree in chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND three years of full time acceptable experience in the clinical laboratory in hematology in the U.S., Canada or an accredited laboratory* within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 3

- Doctorate in chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND two years of post-doctoral fellowship** in clinical hematology in the U.S. or Canada; or, two years of full time acceptable experience in the clinical laboratory in hematology in the U.S., Canada or an accredited laboratory* within the last five years. These two years of experience must be acquired post baccalaureate degree.

ROUTE 4

- MT/MLS(ASCP) certification or H(ASCP) certification,
- AND a Doctorate in chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND one year of full time acceptable laboratory experience in hematology (clinical or research) in the U.S. or Canada or an accredited laboratory* within the last five years.

ROUTE 5

- MT/MLS(ASCP) certification or H(ASCP) certification,
- AND a baccalaureate or Master's degree from a regionally accredited college/university,
- AND three years of full time acceptable experience as an academic educator in clinical hematology at a regionally accredited college/university in the U.S., Canada or an accredited laboratory* within the last six years. These three years of experience must be acquired post baccalaureate degree.



ROUTE 6

- MT/MLS(ASCP) certification or H(ASCP) certification,
- AND a Doctorate in chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND one year of full time acceptable experience as an academic educator in clinical hematology at a regionally accredited college/university in the U.S. or Canada or an accredited laboratory* within the last five years.

* CMS CLIA certificate of registration, compliance, accreditation;
OR JCI accreditation; OR accreditation under ISO 15189

** A copy of the certificate of completion of the post-doctoral fellowship is required.

LABORATORY OR TEACHING EXPERIENCE

To fulfill the experience requirement for the Specialist in Hematology examination, you must have clinical laboratory experience within the time frame required in **ALL** of the following procedures:

- Blood smear, evaluation and differential
- Complete blood count
- Instrument maintenance/troubleshooting
- Miscellaneous tests (e.g., ESR, sickle screen, manual cell count, reticulocyte)
- Quality control: performance and evaluation
- Routine coagulation tests (e.g., PT, APTT, and D-dimer)
- Other coagulation tests (e.g., fibrinogen, factor assays)

Experience in performing, supervising or teaching **5** of the 12 procedures listed is also required:

- Advanced coagulation (e.g., inhibitor assays, hypercoagulability)
- Body fluid evaluation
- Bone marrow prep or evaluation
- Budgeting/inventory control/purchasing
- Cytochemical stains
- Flow cytometry
- Hemoglobinopathy evaluation
- Method evaluation
- Personnel management
- Platelet function studies
- PT/APTT mixing studies
- QA/QI

Specialist in Microbiology, SM(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- MT/MLS(ASCP) certification or M(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited college/university,
- AND three years of full time acceptable experience in the clinical laboratory in microbiology in the U.S., Canada or an accredited laboratory* within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 2

- Master's degree in chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND three years of full time acceptable experience in the clinical laboratory in microbiology in the U.S., Canada or an accredited laboratory* within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 3

- Doctorate in chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND two years of post-doctoral fellowship** in clinical microbiology in the U.S. or Canada or two years of full time acceptable experience in the clinical laboratory in microbiology in the U.S., Canada or an accredited laboratory* within the last five years. These two years of experience must be acquired post baccalaureate degree.

ROUTE 4

- MT/MLS(ASCP) certification or M(ASCP) certification,
- AND a Doctorate in chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND one year of full time acceptable laboratory experience in microbiology (clinical or research) in the U.S. or Canada or an accredited laboratory* within the last five years.

ROUTE 5

- MT/MLS(ASCP) certification or M(ASCP) certification,
- AND a baccalaureate or Master's degree from a regionally accredited college/university,
- AND three years of full time acceptable experience as an academic educator in clinical microbiology at a regionally accredited college/university in the U.S., Canada or an accredited laboratory* within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 6

- MT/MLS(ASCP) certification or M(ASCP) certification,
- AND a Doctorate in chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND one year of full time acceptable experience as an academic educator in clinical microbiology at a regionally accredited college/university in the U.S. or Canada or an accredited laboratory* within the last five years.

* CMS CLIA certificate of registration, compliance, accreditation;
OR JCI accreditation; OR accreditation under ISO 15189

** A copy of the certificate of completion of the post-doctoral fellowship is required.

LABORATORY OR TEACHING EXPERIENCE

To fulfill the experience requirement for the Specialist in Microbiology examination, you must have experience, within the time frame required in **4** of 6 of the following areas:

- Bacteriology
- Molecular Microbiology
- Mycobacteriology
- Mycology
- Parasitology
- Virology

Examination Eligibility Requirements

SPECIALIST CERTIFICATION

Specialist in Cytotechnology, SCT(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- CT(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited college/university,
- AND three years of full time acceptable laboratory experience in cytology in the U.S., Canada or an accredited laboratory* within the last six years. These three years of experience must be obtained following CT(ASCP) certification.

ROUTE 2

- CT(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited college/university,
- AND three years of full time acceptable experience as an academic educator in cytology at a regionally accredited college/university in the U.S., Canada, or an accredited laboratory* within the last six years. These three years of experience must be obtained following CT(ASCP) certification.

* CMS CLIA certificate of registration, compliance, accreditation;
OR JCI accreditation; OR accreditation under ISO 15189

Specialist in Cytometry, SCYM(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- Baccalaureate degree from a regionally accredited college/university with a major in biological/life science, physics, engineering, or an appropriately related field or a baccalaureate degree from a regionally accredited college/university with a combination of 30 semester hours (45 quarter hours) of biology, chemistry, and/or physics,
- AND four years of full time acceptable laboratory experience in cytometry (clinical*, research, industry, or veterinary) in the U.S., Canada or an accredited laboratory* within the last eight years.

ROUTE 2

- ASCP certified as a technologist/scientist or specialist,
- AND a baccalaureate degree from a regionally accredited college/university,
- AND three years of full time acceptable laboratory experience in cytometry (clinical*, research, industry, or veterinary) in the U.S., Canada or an accredited laboratory* within the last six years.

ROUTE 3

- Master's degree in biological/life science, physics, engineering, or an appropriately related field, from a regionally accredited college/university,
- AND three years of full time acceptable laboratory experience in cytometry (clinical*, research, industry, or veterinary) in the U.S., Canada or an accredited laboratory* within the last six years.

ROUTE 4

- Doctorate in biological/life science, physics, engineering, or an appropriately related field, from a regionally accredited college/university,
- AND two years of full time acceptable laboratory experience in cytometry (clinical*, research, industry, or veterinary) in the U.S., Canada or an accredited laboratory* within the last four years.

ROUTE 5

- ASCP certified as a technician,
- AND an associate degree from a regionally accredited college/university,
- AND 4.5 years (54 months) of full time acceptable laboratory experience in cytometry (clinical*, research, industry, or veterinary) in the U.S., Canada or an accredited laboratory* within the last nine years.

EFFECTIVE OCTOBER 1, 2019 Route 5 for the SCYM certification will be discontinued. Applications for Route 5 must be submitted by July 1, 2019.

ROUTE 6

- An associate degree with a major in biological/life science, physics, engineering, or an appropriately related field from a regionally accredited college/university, or 60 semester hours (90 quarter hours) of academic credit from a regionally accredited college/university with a combination of 15 semester hours (22 quarter hours) of biology, chemistry, and/or physics,
- AND five years of full time acceptable laboratory experience in cytometry (clinical*, research, industry, or veterinary) in the U.S., Canada or an accredited laboratory* within the last ten years.

EFFECTIVE OCTOBER 1, 2019 Route 6 for the SCYM certification will be discontinued. Applications for Route 6 must be submitted by July 1, 2019.

* CMS CLIA certificate of registration, compliance, accreditation;
OR JCI accreditation; OR accreditation under ISO 15189

LABORATORY EXPERIENCE

To fulfill the experience requirements for the Specialist in Cytometry, you must have experience in flow cytometry applications, cytometric analysis, and quality assurance as described below.

FLOW CYTOMETRY APPLICATIONS

Experience is required in at least **one** of the following:

- Immunophenotyping (e.g., CD4, leukemia/lymphoma, transplant)
- Cell sorting
- Cell cycle analysis/ DNA Ploidy
- Apoptosis
- Red blood cell analysis (e.g., PNH, fetal hemoglobin)
- Progenitor cells
- Therapeutic drug monitoring
- Microorganism and/or microparticle analysis
- Functional assays
- Multiplex bead assays
- Imaging cytometry
- Rare event analysis

CYTOMETRIC ANALYSIS

Experience is required in at least **three** of the following:

- Specimen processing
- Instrument set-up
- Specimen analysis
- Data management
- Interpretation of results



QUALITY ASSURANCE

Experience is required in at least **three** of the following:

- Specimen collection, processing, storage
- Reagent selection, preparation, storage, disposal
- Assay selection, validation, documentation
- Instrument operation and maintenance
- Quality control and proficiency testing
- Safety

Specialist in Molecular Biology, SMB(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- MB(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited college/university,
- AND three years of full time acceptable experience (clinical**, veterinary, industry or research) in a molecular biology laboratory* in the U.S., Canada or an accredited laboratory** within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 2

- Master's degree in molecular biology, chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND three years of full time acceptable experience (clinical**, veterinary, industry or research) in a molecular biology laboratory* in the U.S., Canada or an accredited laboratory** within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 3

- Doctorate in molecular biology, chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND two years of post-doctoral fellowship*** in a molecular biology laboratory* in the U.S. or Canada or two years of full time acceptable experience (clinical**, veterinary, industry or research) in a molecular biology laboratory* in the U.S., Canada or an accredited laboratory** within the last five years. These two years of experience must be acquired post baccalaureate degree.

ROUTE 4

- MB(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited college/university,
- AND three years of full time acceptable experience as an academic educator in clinical molecular biology at a regionally accredited college/university in the U.S., Canada or an accredited laboratory** within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 5

- MB(ASCP) certification,
- AND a Doctorate in molecular biology, chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field, from a regionally accredited college/university,
- AND one year of full time acceptable experience as an academic educator in clinical molecular biology at a regionally accredited college/university in the U.S. or Canada or an accredited laboratory** within the last five years.

* A molecular biology laboratory is defined as one capable of providing individuals with knowledge and practical experience in all aspects of molecular methods including, but not limited to, nucleic acid isolation, amplification, detection, sequencing, hybridization techniques, and data analysis.

** CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR Accreditation under ISO 15189

***A copy of the certificate of completion of the post-doctoral fellowship is required.

LABORATORY OR TEACHING EXPERIENCE

To fulfill the experience requirement for the Specialist in Molecular Biology examination, you must have laboratory or teaching experience within the time frame required in **one** of the following areas:

- Genetics/Genomics (e.g., genotyping, genetic disorders, pharmacogenomics, genome-wide analysis)
- Oncology (e.g., hematologic lymphoid neoplasms/neoplasia, solid tumor gene markers)
- Histocompatibility (DNA-based)
- Infectious Disease (e.g., molecular microbiology/virology)
- Molecular Identity Testing (e.g., bone marrow engraftment, paternity, forensic)

Experience is also required in **two** of the following procedures:

- Test development/validation
- Procurement of laboratory equipment
- Quality management
- Regulatory compliance)
- Supervisory experience
- Education/training

Examination Eligibility Requirements

DIPLOMATE CERTIFICATION

Diplomate in Laboratory Management, DLM(ASCP)

To be eligible for this examination category, an applicant must satisfy the requirements of at least one of the following routes:

ROUTE 1

- MBA or MHA or other management related Master's degree from a regionally accredited college/university,
- AND two years of full time acceptable experience in clinical laboratory supervision or management in the U.S., Canada or an accredited laboratory* within the last five years.

ROUTE 2

- Master's degree from a regionally accredited college/university,
- AND ASCP certified as a technologist/scientist or specialist,
- AND two years of full time acceptable experience in clinical laboratory supervision or management in the U.S., Canada or an accredited laboratory* within the last five years.

ROUTE 3

- Baccalaureate degree from a regionally accredited college/university,
- AND ASCP certified as a technologist/scientist or specialist,
- AND four years of full time acceptable experience in clinical laboratory supervision or management in the U.S., Canada or an accredited laboratory* within the last eight years.

ROUTE 4

- Doctorate in medicine, chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field from a regionally accredited college/university,
- AND two years of full time acceptable experience in clinical laboratory supervision or management in the U.S., Canada or an accredited laboratory* within the last five years.

EFFECTIVE JANUARY 1, 2021 the Diplomate in Laboratory Management Eligibility Route 4 will be revised as follows:

- Doctorate in medicine, chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field from a regionally accredited college/university,
- AND **four** years of full time acceptable experience in clinical laboratory supervision or management in the U.S., Canada or an accredited laboratory* within the last **eight** years.

ROUTE 5

- Baccalaureate degree in a management or business related field from a regionally accredited college/university,
- AND four years of full time acceptable experience in clinical laboratory supervision or management in the U.S., Canada or an accredited laboratory* within the last eight years.

ROUTE 6

- Baccalaureate degree from a regionally accredited college/university,
- AND five years of full time acceptable experience in clinical laboratory supervision or management in the U.S., Canada or an accredited laboratory* within the last ten years.

* CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR Accreditation under ISO 15189.

ADDITIONAL DOCUMENTS REQUIRED FOR THE DLM EXAMINATION

If you own your own business, you must submit incorporation papers or other form of ownership documentation.

EXPERIENCE REQUIREMENTS FOR MANAGEMENT

To fulfill the experience requirements for the Diplomate in Laboratory Management examination, you must have experience, within the time frame required, in **25** of the 38 areas listed below.

FINANCIAL MANAGEMENT

- Budgets (e.g., preparation, management)
- Capital Equipment Acquisition (e.g., return on investment (ROI), net present value, depreciation)
- Cost Analysis (e.g., new tests, setting charges)
- Materials Management (e.g., purchasing and inventory)
- Financial Accounting (e.g., general ledger, accounts receivable/payable, financial ratios)
- Utilization Management
- Labor Resource Management (e.g., FTEs, productivity)
- Contract Negotiations (e.g., third-party payer, vendor, GPO)
- Cash Flow Analysis (e.g., balance sheet, income statement)
- Revenue Cycle Management (e.g., coding, billing, reimbursement)

OPERATIONS MANAGEMENT

- Safety and Emergency Management
- Intra/Interdepartmental Relations (e.g. Physician or Safety Committees)
- Laboratory Information System (LIS)/Hospital Information System (HIS) (e.g., development, validation, implementation, interfaces, maintenance, and security)
- Facilities Management (e.g., space allocation, laboratory design, utilities)
- Equipment Management
- Data Analytics
- Verification and Validation of Methods/Tests
- Strategic Planning
- Communication Management
- Marketing and Outreach

HUMAN RESOURCE MANAGEMENT

- Recruitment/Hiring and Separation
- Engagement (e.g., motivation, employee recognition, continuing education)
- Staffing and Scheduling
- Performance Management (e.g., on-boarding, training, behavioral expectations competency assessments, evaluations, coaching, counseling, disciplinary action)
- Succession Planning and Staff Development
- Organization Structure / Job Descriptions
- Wage and Salary Administration
- Regulatory Compliance (e.g., CLIA, FMLA, ADA, FLSA, EEOC)
- Conflict Resolution

QUALITY MANAGEMENT

- Process Improvement (e.g., workflow mapping, Six Sigma, Lean)
- Regulatory Compliance and Licensure (e.g., federal and state)
- Accreditation
- Risk Assessment
- Risk Management/Medical-Legal Issues (e.g., root-cause analysis, failure mode effects analysis (FMEA))
- Auditing
- Quality Assurance (e.g., quality planning, quality control)
- Document Management
- Nonconforming Events / Corrective Action and Preventative Action (CAPA)



OFFICIAL DOCUMENTS REQUIRED

Documentation Required

Eligibility to take a certification examination is established by:

- Meeting all the requirements for certification category and route (pages 4 – 15)
- Submission of the online application
- Payment of the application fee
- Submission of all required documentation

Before your examination eligibility can be determined, you must submit documentation verifying that you meet the current ASCP Board of Certification requirements.

Verification of Academic Education

1. Applicants from NAACLS/CAAHEP/ABHES* accredited program (MLS, MLT, CG, CT, HT, HTL, MB, PA and SBB)

All degree requirements must be completed before sitting for the examination. If you pass the examination, an official transcript from a regionally accredited college/university bearing the seal of the college/university, the signature of the Registrar and the date your degree was conferred must be submitted to ASCP Board of Certification to become certified. If you do not appear OR fail the examination and wish to reapply, you must submit an official transcript verifying degree and date of degree conferral.

Applicants from NAACLS accredited programs outside of the United States should contact their program director for the appropriate documentation for verification of your degree.

Note: The education received from a NAACLS, CAAHEP or ABHES accredited program is acceptable for a period of five (5) years from the date of completion of that program. After five years, the applicant's eligibility will be based on clinical laboratory experience (except Cytotechnologist and Pathologists' Assistant) as stated in the current examination eligibility requirements.

- * NAACLS—National Accrediting Agency for Clinical Laboratory Sciences
- * CAAHEP—Commission on Accreditation of Allied Health Education Programs
- * ABHES—Accrediting Bureau of Health Education Schools

2. Applicants from regionally accredited colleges/universities in the United States and Canada

An official transcript(s) from the regionally accredited colleges/universities, bearing the embossed seal of the college/university, the signature of the Registrar and the date the degree was conferred, must be submitted to ASCP Board of Certification office in order to determine eligibility.

If the academic requirements state courses are required in biology and chemistry, the courses listed on the official transcript must be in the biology and/or chemistry departments.

Regionally accredited colleges or universities are accredited by one of the following associations:

- **HLC**—Higher Learning Commission
- **MSCHE**—Middle States Commission on Higher Education
- **NWCCU**—Northwest Commission on Colleges and Universities
- **NEASC-CIHE**—New England Association of Schools and Colleges, Inc.
- **SACS/COC**—Southern Association of Colleges and Schools/Commission on Colleges
- **WASC-ACCJC or WSCUC**—Western Association of Schools and Colleges; WASC Senior College and University Commission

Note: A three-year baccalaureate degree from a Canadian University is not acceptable for the technologist/scientist level examinations or higher. A minimum four-year US equivalent baccalaureate degree is required for ALL technologist/scientist and specialist level examination categories.

Canadians applying for a Medical Laboratory Science (MLS) or Cytotechnologist (CT) certification examination must have completed a CMA Accredited Medical Laboratory Technology Training Program.

3. Applicants from regionally accredited college/university outside of the United States and Canada

A foreign academic transcript(s) must be evaluated by an acceptable evaluation agency listed in Appendix A, on page 25. Only evaluations from these listed agencies will be accepted. Contact the agency directly for information on obtaining an evaluation verifying U.S. degree equivalency and a course by course evaluation. The original or notarized copy of the evaluation showing U.S. degree equivalency and course by course evaluation must be submitted when you apply for examination.

IMPORTANT NOTE: Continuing Education courses are not acceptable in fulfilling the academic requirements.

Verification of Experience (if required)

If required for the route under which you are applying, laboratory experience must be completed and documented before you will be determined eligible for examination. Experience must be completed in United States, Canada or an accredited laboratory*.

- * CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR accreditation under ISO 15189.

To document your clinical laboratory experience (if required):

- **STEP 1:** Download and print the experience documentation form (and Employer Guidelines if applicable) corresponding to your certification category and route from the ASCP website at **www.ascp.org/certification**.
- **STEP 2:** Experience documentation forms must be completed by your immediate supervisor or laboratory director and attached to a letter of authenticity signed by this individual verifying the authenticity of the form. This letter must be printed on original letterhead and state that the experience documentation form was completed by the immediate supervisor or laboratory director, with the date and signature.
Documentation forms and letters of authenticity must be completed and signed by your immediate supervisor or laboratory director at each place of employment to establish the required clinical laboratory experience within the time limits of the specific route of eligibility. Experience documentation forms will be audited to verify authenticity.
- **STEP 3:** Submit your experience documentation form(s) and letter(s) of authenticity once you complete your online application to:

ASCP Board of Certification
33 W. Monroe Street, Suite 1600
Chicago, IL 60603



FULL AND PART-TIME EXPERIENCE DEFINED

Full-time experience is defined as a minimum of thirty-five (35) hours per week. Individuals who have part-time experience may be permitted to utilize prorated part-time experience to meet the work experience requirements.

For example, if you are employed 20 hours per week for one year, your experience would be computed as 20 divided by 35 multiplied by 52 weeks, or the equivalent of 29.7 weeks of full-time employment.

The number of years of experience required must be completed within the time frame specified in the requirements and it will be calculated from the date of application (e.g., application submitted 3/1/2019; experience acceptable from 3/2009 for a ten-year time frame).

FOREIGN MEDICAL LABORATORY SCIENCE CLINICAL TRAINING PROGRAMS

Foreign medical laboratory science clinical training programs are recognized as equivalent to one year of full time clinical laboratory experience obtained in the United States and may be applied toward one of the five (5) years required for eligibility for the MLS examination or three (3) years required for the MLT examination (provided the training was completed within the required time frame).

The other four years of acceptable clinical laboratory experience for the MLS examination or the other two years of acceptable clinical laboratory experience for the MLT examination must be completed in the United States, Canada or an accredited laboratory*. For all other examination categories, experience must be completed in the United States, Canada or in an accredited laboratory.*

* CMS CLIA certificate of registration, compliance, accreditation;
OR JCI accreditation; OR accreditation under ISO 15189

Verification of Training

If required for the route under which you are applying, training must be completed and documented before you will be determined eligible for examination.

- **STEP 1:** Download the training program documentation form corresponding to your certification category and route from the ASCP website at www.ascp.org/certification.
- **STEP 2:** Training program documentation forms must be completed by your program director (as defined in the eligibility requirements) and attached to a letter of authenticity signed by this individual verifying the authenticity of the form. This letter must be printed on original letterhead and state that the training program documentation form was completed by the program director, with the date and signature. Training program documentation forms will be audited to verify authenticity.
- **STEP 3:** Submit your training documentation form(s) and letter(s) of authenticity once you complete your online application to:
ASCP Board of Certification
33 W. Monroe Street, Suite 1600
Chicago, IL 60603

IMPORTANT NOTE: Applicants applying for BB, C, H, M Route 3 should not submit an application until after successful completion of the structured program. Once completed, follow the above mentioned steps to submit your training documentation form and letter of authenticity.

INSTRUCTIONS FOR PHLEBOTOMY TECHNICIAN TRAINING

ROUTE 2: You must download the appropriate training documentation form from the ASCP web site at: www.ascp.org/certification. The training documentation form must be completed by your program director and attached to a letter of authenticity, on letterhead, signed by the program director verifying the accuracy of the information on the form.

ROUTE 4: You must download and print the appropriate training documentation form to be signed by the program official of the accredited allied health program from the BOC website, www.ascp.org/certification. You must also submit a notarized copy of your current state/provincial license for RN or LPN or a notarized copy of certificate of completion from the accredited allied health program you completed.

ROUTE 6: You must download and print the appropriate experience documentation form from the BOC website, www.ascp.org/certification. The experience documentation form must be completed by your immediate supervisor or laboratory director and attached to a letter of authenticity, on letterhead, signed by this individual verifying the authenticity of the form.

ROUTE 7: If you are applying from a California Department of Public Health approved program completed in the State of California, you must download and print the appropriate training documentation form from the BOC website, www.ascp.org/certification. The training documentation form must be completed by your program official and attached to a letter of authenticity, on letterhead, signed by the program official verifying the accuracy of the information on the form.

INSTRUCTIONS FOR MILITARY TRAINED MLT APPLICANTS

Official or notarized documentation of your military code (NEC, MOS or AFSC code or 68K), certificate verifying completion of training or letter from Program Director documenting completion date or notarized copy of your DD214 form or ER.B must be mailed to the BOC upon completion of the online application. Refer to page 6 for complete eligibility requirements.

INSTRUCTIONS FOR DONOR PHLEBOTOMY TECHNICIAN

If you are an LPN or RN, you must submit a notarized copy of your current state or provincial license.

ASCP CERTIFIED APPLICANTS

IMPORTANT INFORMATION: Your certification must be current. If you have a 3 year time-limited certification and you do not complete the Credential Maintenance Program (CMP) to maintain your certification, your ASCP certification will no longer be valid. You will be ineligible to apply for a certification examination under a route which requires certification.

Although you may be certified in another category, you must resubmit all required documentation necessary to establish your eligibility for the current examination category. Official transcripts must be submitted each time you apply for a new category of certification with the following exception.

If you are applying for one of the following certifications, Specialist in Blood Banking (SBB), Specialist in Chemistry (SC), Specialist in Cytotechnology (SCT), Specialist in Hematology (SH), Specialist in Microbiology (SM), Specialist in Molecular Biology (SMB) or Technologist in Molecular Biology (MB) and were previously certified as a U.S. technologist (MT/MLS, CG, CT, BB, C, H, HTL, I, M) beginning January 2000, you are not required to submit an official transcript verifying your baccalaureate degree.

APPLICATION AND SCHEDULING

Application Form Completion

1. DETERMINE CATEGORY AND ROUTE

Review all the eligibility requirements for the certification category and route you have chosen (pages 4 – 16) to ensure that you meet all the requirements as specified. (Application fees are non-refundable). The BOC Eligibility Assistant found at this link on the BOC website can help you determine if you meet the current requirements: www.ascp.org/certification.

2. SUBMIT ONLINE APPLICATION AND PAYMENT

Submit an online application and payment by credit card or by mail with a check or money order within 30 days from the date your started the application. If you are unable to submit your application fee online with a credit card, pay by mail instructions will be available upon the completion of the online application process. Applications are not considered complete until payment has been received and processed.

- The first name and the last name you enter on the application must match your valid government ID that you present at the test center to take the examination. (See page 22 for acceptable forms of ID).
- Incomplete applications can be saved and completed later.

3. SUBMIT REQUIRED DOCUMENTATION

Submit all documentation required to establish your eligibility i.e. experience documentation form(s), training documentation form(s), letter(s) of authenticity, official transcript(s) verifying the appropriate degree, notarized or official certificate(s) of training (if required) and foreign transcript evaluations (if your education is outside of the U.S.) The required documents must be mailed to our office at the time of application. Faxed experience documentation form(s) and letter(s) of authenticity will not be accepted.

Submit all documentation required to establish your eligibility to:

ASCP Board of Certification
33 W. Monroe Street, Suite 1600
Chicago, IL 60603

DO NOT submit documentation forms and/or transcripts in advance of application.

Application fees are non-refundable. Be sure you choose the correct category of examination and you meet the eligibility requirements as stated and are able to provide the appropriate documentation when submitting your application and application fee. If you determine that you have applied for an incorrect certification examination, our office will be unable to change the category of examination.

CHANGE OF EMAIL ADDRESS, MAILING ADDRESS AND/OR NAME CHANGE

EMAIL ADDRESS CHANGE

All notifications from the ASCP Board of Certification are delivered via email. It is your responsibility to keep your email address current. Failure to keep the Board of Certification informed of your current email address will result in non-receipt of important information.

To update your email address:

- Go to www.ascp.org/login
- Click on “Profile & Settings”
- Update email address and save

MAILING ADDRESS CHANGE

A valid mailing address must be provided prior to the examination in order to receive your wall certificate at the correct address. If current address is not valid at the time of examination, it will be your responsibility to order and pay for a replacement wall certificate if necessary.

To update your mailing address:

- Go to www.ascp.org/login
- Click on “Profile & Settings”
- Update mailing address and save

NAME CHANGE REQUEST

Name change requests must be accompanied by a photo copy of official documentation (i.e., marriage license or court order).

The first name and last name you enter on the application must match your valid driver’s license/state ID that you present at the test center to take the examination.

To request a name change:

- Go to: www.ascp.org/login
- Click on the “Profile & Settings”
- Click on “Request Name Change” button
- Fill out the online form
- Attach name change document and submit

Please allow 7-10 business days for processing. You will be notified when your name change request has been completed.

IMPORTANT NOTE: Name and/or address changes may not be made at the test center. Name changes or name corrections received in the ASCP Board of Certification office after the day you take the examination will not be reflected on your wall certificate. A fee will be charged if you request a new wall certificate.



Application Processing

REVIEW OF DOCUMENTS

Applications will be processed within forty-five (45) business days of receipt. In order to determine your eligibility for examination, all required documentation must be submitted to our office within forty-five (45) business days of submission of your application. If you are unable to submit the required documentation you will be determined ineligible for paid application and deleted from the examination process. Application fees are non-refundable.

APPLICATION STATUS

When the status of your examination application changes (i.e. determined deficient, ineligible, eligible, etc.) you will receive an email notification informing you to login to your ASCP account for specific information regarding the status of your application. **All notifications regarding the status of your application (from submission to examination results) are accessed by logging into your ASCP account.**

To access your ASCP account:

1. Go to **www.ascp.org/login**
2. Login using your ASCP Customer User ID (8 digit number) & Password (for login assistance contact ASCP Customer Service 800.267.2727)
3. Click under BOC Activities
4. Click on Completed BOC Exam Applications link
5. Click on the Show Details button to view the current status of your application

DETERMINATION OF ELIGIBILITY

Upon review of all required documentation, you will be notified of your eligibility status. If you are determined eligible for examination, you will receive Admission Notification with instructions for scheduling an appointment to take the examination within the three-month period following the date of this notification. All ASCP Board of Certification examinations are administered by computer at Pearson Professional Centers. You may schedule an appointment at the Pearson Professional Center of your choice.

INELIGIBILITY

If you are not determined eligible for examination, you will receive email notification regarding your ineligibility. Reapplication information is provided on page 21. Application fees are non-refundable.

If you wish to appeal the decision regarding your ineligibility, please follow the appeals process located at: **www.ascp.org/boc**.

STUDY MATERIALS

Study materials and recommended reading lists are available to prepare for examination. Visit the ASCP website at **www.ascp.org/examprep** for details.

Scheduling Your Examination

SCHEDULING YOUR APPOINTMENT

When you receive your email notification to login to view your Admission Notification, verify all information for accuracy. You may schedule an appointment to take the examination at your convenience Monday through Saturday within the chosen three-month examination period.

It is strongly recommended that you contact Pearson Vue as early as possible to make your appointment within the three-month examination period.

You must take the examination within the three-month examination period indicated on your Admission Notification. Personal/family-related responsibilities or lack of study opportunity will not be considered reasons to not make an appointment, cancel, or miss your scheduled appointment date. *Applicants are solely responsible for making and keeping their scheduled examination appointment date. To verify your appointment, call Pearson Vue.*

RESCHEDULING APPOINTMENTS

If you wish to reschedule your testing appointment, within the three-month examination period, you must contact Pearson Vue at least one full business day (24 hours) prior to the date and time of the test to reschedule another date within the same period.

Scheduling changes must be made and confirmed by direct contact with Pearson Vue.

If you have successfully rescheduled your test date online, you will receive a confirmation email from Pearson Vue within 24 hours.

If you do not receive an email, you have not successfully rescheduled.

If you call **less than 24 hours** (one full business day) before your appointment, you will not be permitted to reschedule.

CANCELLATION POLICY

You will not receive any refund of your application fee nor can it be transferred to another examination period if you do not make an appointment, cancel your appointment or miss your scheduled appointment within the three-month examination period. **A full fee will be required to reschedule the examination.**

Test Day

Last Cancel/Change Day

(at least 24 hours before time of appointment)

Monday	Friday of the preceding week
Tuesday	Monday of the same week
Wednesday	Tuesday of the same week
Thursday	Wednesday of the same week
Friday	Thursday of the same week
Saturday	Friday of the same week

REAPPLYING FOR EXAMINATION

You must login to your existing online account. You do not need to resubmit your documentation if you reapply within the period your eligibility is valid. You are permitted to take the examination five times under one examination category and route. If after five unsuccessful attempts, you must meet the current requirements for eligibility under an alternate route for that particular examination category. If you do not meet the requirements under an alternate route of eligibility, you will no longer be eligible to apply for that particular examination category.

EXAMINATION AND CERTIFICATION

Examination Administration

BOARD OF CERTIFICATION EXAMINATIONS— COMPUTER ADAPTIVE TESTING

The ASCP Board of Certification uses computer adaptive testing (CAT), which is criteria referenced. This means that an examinee's score on the exam is not influenced by the scores of other examinees who take the exam. With CAT, when a person answers a question correctly, the next test question has a slightly higher level of difficulty. The difficulty level of the questions presented to the examinee continues to increase until a question is answered incorrectly. Then a slightly easier question is presented. In this way the test is tailored to the individual's ability level.

Each question, in the test bank is calibrated for level of difficulty, and is assigned a content area that matches with the subtest area of the content outline for a particular examination. The weight (value) given to each question is determined by the level of difficulty. Therefore, the examinee must answer enough difficult questions to achieve a score above the pass point. To pass the certification examination, the examinee's scores must exceed the minimum pass score, previously established by the examination committee.

The examinations (with the exception of PBT and DPT) are scheduled for 2 hours and 30 minutes with 100 questions. The PBT examination is scheduled for 2 hours with 80 questions. The DPT exam is 2 hours and 30 minutes with 90 questions.

Your preliminary test results (pass/fail) will appear on the computer screen. You will receive notification of your examination score within four business days after the examination administration, provided all required documents have been received. Examination results cannot be released by telephone, to anyone.

Your official score report will indicate "pass" or "fail" status and the scaled score on the total examination. A scaled score is mathematically derived from the raw score (number of correctly answered questions). Because each examinee has taken a different form of the examination, scaled scores are used so that tests may be compared on the same scale. The minimum passing score is 400. The highest attainable score is 999.

If you were unsuccessful in passing the examination, your scaled scores on each of the subtests will be indicated on this report as well. These subtest scores cannot be calculated to obtain your total score. These scores are provided as a means of demonstrating your areas of strengths and weaknesses in comparison to the minimum pass score.

WHAT TO BRING TO THE EXAMINATION CENTER

A valid government ID* with photo and signature. Your first and last name on the valid government ID must match your first and last name registered at Pearson VUE. Your identification must be valid (not expired) or it will not be accepted. If you appear at the Pearson VUE Test Center without an acceptable form of identification or the first and last names do not match the names registered at Pearson VUE, you will not be permitted to take the examination. You will be required to reapply with a full fee for another examination period.

You must report to the test center 30 minutes prior to your scheduled time. Upon check-in Pearson VUE will collect your signature, photographic image, and fingerprint/palm vein image. This

is a standard procedure at all Pearson Professional Centers. You will be given a checklist of rules to read. Another fingerprint/palm vein image will be taken before you are seated in the examination room and if you leave the room at any time during your examination.

ID with Embedded Signatures: If the ID presented has no visible signature or one that is difficult or impossible to read, the ASCP candidate is required to present another form of identification from the primary list which contains a visible signature.

*ACCEPTABLE FORMS OF IDENTIFICATION

- A driver's license
- Identification card (national/state/province identity card)
- International travel passport
- Alien registration card (permanent resident card)

INAPPROPRIATE CONDUCT

If the test proctor determines that you have engaged in inappropriate conduct during the examination (such as giving or obtaining unauthorized information or aid; looking at notes/reference books/study guides), your examination session will be terminated and you will be unable to complete your examination. You will need to appeal to the Board of Certification. The Board will review your case and determine the appropriate course of action.

EXAMINATION IRREGULARITIES

Please view the appeals procedure regarding examination content irregularities and/or examination administration irregularities at www.ascp.org/boc under What to Bring to the Examination Center.

Taking the Test

At the beginning of the examination, you must verify that your name and examination category are correct as shown on the computer screen. Next, the directions for entering responses will appear. You should read these directions carefully before beginning the test.

The examinations in all categories consist of multiple choice questions, presented one at a time on the computer screen. Visual material such as graphs or photographs, appear on the computer screen with the question. You answer each question by pressing the letter key (A, B, C or D) corresponding to the letter of the response you select. You may also use the computer mouse to choose and record your answers. Responses may be changed as many times as you wish by pressing the key for a different response number or by using the mouse. When you are satisfied with the response, press the "ENTER" key or click the NEXT key to record it. The next question will then appear.

You must answer each question to the best of your ability when it is presented. However, at the end of the test, you may review some or all of your responses and change them if you wish.

When you have completed reviewing the exam, you will use the END EXAM (E) button on the screen. A message will appear on the screen, asking you to verify that you wish to exit the examination. If you respond using the YES button, your test will be complete.



Examination Results

EXAMINATION SCORE

Notification to view your examination score post login will be emailed to you four business days after you have taken the examination provided all official transcripts verifying the appropriate degree have been received.

Note: Examination results cannot be released by telephone or fax to anyone.

RE-EXAMINATION

If you are unsuccessful in passing the examination, information on re-testing will be enclosed with your examination scores. Do not submit an application fee to retake the examination until you receive your examination scores. Once processed, your new three-month examination period will start after your original three-month examination period.

RELEASE OF SCORE TO PROGRAM OFFICIALS

If you completed a NAACLS, CAAHEP or ABHES accredited program, your examination score will be released to the officials of the program in which you were enrolled unless you instruct the ASCP Board of Certification by mail, no later than 10 days before your examination administration, to withhold your score. Requests received after this time cannot be honored. Mail your request to:

ASCP Board of Certification
33 W. Monroe Street, Suite 1600
Chicago, IL 60603

WATCH FOR YOUR CERTIFICATE

You'll receive your wall certificate approximately four (4) to eight (8) weeks after your examination date. This certificate is valid for three years. To maintain valid certification, completion of the Credential Maintenance Program (CMP) is required every three years. Please visit www.ascp.org/cmp for program details.

REQUEST FOR VERIFICATION OF CERTIFICATION SUBMITTED TO A THIRD PARTY

A Third Party Verification Request link will be made available on the online examinee score report providing instruction for requesting verification of certification to be submitted to a third party, such as State licensing board or employer. Third party verification requests may also be made by going to this link www.ascp.org/verification. Do not place a third party verification request until successful completion of the examination and receipt of your score report. There is a \$16 service fee (payable by credit card) associated with requesting verification of ASCP certification.

ASCP certification is public record. The certification category, number and valid dates will be provided when an individual's current ASCP certification status is requested.

IMPORTANT INFORMATION: For NAACLS/CAAHEP/ABHES accredited candidates you will not be able to complete Verification of BOC Certification until after you have received your online score report with your Certification Number.

Results for California and New York **Licensure examination only** are automatically submitted to the appropriate state licensing board upon completion of the examination. It is not necessary to place a verification order through the ASCP website to submit your licensure exam results to the California or New York State licensing boards.

VERIFICATION OF EXAMINATION RESULTS

If you wish to question your examination results, you must notify our office in writing within 30 days from the date of receipt of scores. A \$25.00 fee is required. The check or money order must be enclosed with your request. The ASCP Board of Certification does not release or disclose the content or answers for specific test items. Incorrect responses will not be reported when requesting a review.

REVOCAION OF CERTIFICATION

Certification, if granted, may be revoked at any time and the applicant may be barred from admission to take future certification examinations if it is established that the information contained in, or supplied in support of, an application for examination is inaccurate in any material respect, if the applicant engages in any inappropriate conduct during the examination (such as giving or obtaining unauthorized information or aid) or if the applicant misrepresents or misuses the applicant's certification status at any time.

CREDENTIAL MAINTENANCE PROGRAM (CMP)

For details and instructions on completing the CMP, please visit www.ascp.org/cmp.

Certification

After successful completion of the examination, in approximately four (4) to eight (8) weeks, you will receive a wall certificate valid for a three year period.

To maintain your certification, you are required to complete the Credential Maintenance Program (CMP) every three years. Details and instructions for completing the CMP can be found at this link: www.ascp.org/cmp.

The designation "CM" in superscript is required after your certification credential to indicate your certification is under credential maintenance. (i.e., MLS(ASCP)^{CM}).

If you passed the Specialist (SBB, SC, SCT, SCYM, SH, SM, SMB) or Diplomate (DLM) level examinations, you will also be awarded 25 CMLE credits. You will be notified via email of the receipt of 25 CMLE credits. These credits cannot be used for recertification points in the category for which they are received.

CERTIFICATION EXPIRATION

If you allow your certification to expire* and then seek reinstatement, you must submit a completed Declaration Form documenting all continuing education earned within the previous three years as required by your certification category. You must also pay the reinstatement fee in addition to the current CMP application fee.

* Individual who allow their certification to expire for ten or more years will be required to retake and pass the certification examination in order to reinstate their certification.

CREDENTIAL MAINTENANCE PROGRAM

Credential Maintenance Program (CMP)

Individuals certified in all categories will be required to participate in the BOC Credential Maintenance Program (CMP) as indicated in the table on page 31 in order to maintain their certification status.

The Credential Maintenance Program (CMP) requires individuals to accrue points as shown in this table. Acceptable activities to document continued competence may include some or all of the following:

- Formal continuing education courses—continuing education credits awarded by AACME accredited programs, ASCP CMLE approved programs, AACC ACCENT approved programs, ASCLS PACE approved programs, CE programs sponsored by other professional societies and courses taken at regionally accredited colleges/universities.
- Employer offered courses (in-service, instrument training, vendor-sponsored)
- Successful completion of an ASCP Specialist or Diplomate certification (PA, SBB, SC, SCT, SH, SM, SLS or DLM).

Note: The 25.00 CMLE credits awarded you for your successful completion of a specialist, PA or DLM certification cannot be used towards meeting the requirements for the Credential Maintenance Program (CMP) for this same certification.

- Competence assessment from employer (documentation of continued competency in specific laboratory areas).
- Subscription or online self-instructional courses for which CMLE, ACCENT or PACE credits are awarded.
- Other educational activities—such as research and preparation for presenting a workshop or course, authoring journal articles, presenting posters, etc.

CMP REQUIREMENTS

As a first step for completing the CMP process, please view the video posted on the BOC website. Learn more about the CMP declaration process and pick-up some useful tips, www.ascp.org/cmp.

Once you have completed your required continuing education, an online declaration form documenting your CEs must be submitted to the Board of Certification once every three years.

Certification Category	CMP Required for Individuals Certified Beginning in the Year Indicated	Total Number of Points Required	Points Distribution
MT/MLS, MLT	2004	36	<ul style="list-style-type: none"> • 1 point laboratory or patient safety • 2 points in each of the following: blood banking, chemistry, hematology, microbiology • Remaining points in area(s) of lab specialty, immunology, molecular diagnostics, management, education or other related laboratory areas of interest
AT, BB, C, CG, CT, H, HT, HTL, I, M, MB	2004	36	<ul style="list-style-type: none"> • 1 point laboratory or patient safety • 2 points in areas in which you are certified • Remaining points in area(s) of specialty, management, education or other related laboratory areas of interest
PBT, DPT, MLA	2004	9 9	<ul style="list-style-type: none"> • 1 point laboratory or patient safety • 2 points in area in which you are certified • Remaining points in area(s) of specialty, management, education or other related laboratory areas of interest
PA	All ASCP Certified	45	<ul style="list-style-type: none"> • 1 point laboratory or patient safety • 20 points in anatomic pathology • Remaining points in the area(s) of anatomic pathology, management, education or other clinical specialties
SBB, SC, SCT, SCYM, SH, SMB, SI, SLS, SV, SM, HP, DLM	2006	36	<ul style="list-style-type: none"> • 1 point laboratory or patient safety • 10 points in area of specialty • Remaining points in area(s) of laboratory specialty, management, education or other related laboratory areas of interest

APPENDIX A

Acceptable Evaluation Agencies for Foreign Transcripts

Education Evaluators International, Inc.

3000 Marcus Ave, Suite 1E6
Lake Success, NY 11042
401-521-5340
718-425-9929 FAX
Email: eval@edupei.com
Website: www.edupei.com

Educational Credential Evaluators, Inc.

PO Box 514070
Milwaukee, WI 53202
414-289-3400
Email: eval@ece.org
Website: www.ece.org

Educational Perspectives

PO Box A3462
Chicago, IL 60690-3462
312-421-9300
Email: info@edperspective.org
Website: www.edperspective.org

Foreign Academic Credentials Services, Inc.

105 West Vandalia St, Suite 120
Edwardsville, IL 62025
618-656-5291
Email: hello@facusa.com
Website: www.facusa.com

Foreign Credentials Service of America

1910 Justin Lane
Austin, TX 78757-2411
512-459-8428
512-459-4565 FAX
Email: info@foreigncredentials.org
Website: www.foreigncredentials.org

Foundation for International Services, Inc.

505 5th Avenue South, Suite 101
Edmonds, WA 98020
425-248-2255
425-248-2262 FAX
Email: info@fis-web.com
Website: www.fis-web.com

Globe Language Services

305 Broadway Suite 401
New York, NY 10007
212-227-1994
212-693-1489 FAX
Email: info@globelanguage.com
Website: www.globelanguage.com

International Consultants of Delaware, Inc.

3600 Market St, Suite 450
Philadelphia, PA 19104-2651
215-243-5858
215-349-0026 FAX
Email: icd@icdel.com
Website: www.icdeval.com

International Education Evaluators, Inc.

7900 Matthews Mint Hill Rd, Suite 300
Charlotte, NC 28227
704-545-2485
Email: info@foreigntranscripts.com
Website: www.foreigntranscripts.com

International Education Research Foundation, Inc.

PO Box 3665
Culver City, CA 90231-3665
310-258-9451
310-342-7086 FAX
Email: infor@ierf.org
Website: www.ierf.org

International Evaluation Service Center for Applied Research, Evaluation & Education, Inc.

PO Box 18358
Anaheim, CA 92817
714-237-9272
Email: info@iescaree.com
Website: www.iescaree.com

Josef Silny & Associates, Inc.

International Education Consultants
7101 SW 102 Avenue
Miami, FL 33173
305-273-1616
305-273-1338 FAX
Email: info@jsilny.com
Website: www.jsilny.com

World Education Services, Inc.

Main Office
PO Box 5087
Bowling Green Station
New York, NY 10274-5087
212-966-6311
212-739-6100 FAX
Email: info@wes.org
Website: www.wes.org

OR

Attention: Documentation Center

64 Beaver St, #146
New York, NY 10004

A foreign transcript evaluation with course by course evaluation is required. Information on this page is subject to change without notice. For the most current information, visit the ASCP web site at www.ascp.org.

ASCP Board of Certification EXAMINATIONS

JANUARY 2019

General Certification

Medical Laboratory Scientist (MLS)

Medical Laboratory Technician (MLT)

Categorical Certification

Technologist in Blood Banking (BB)

Technologist in Chemistry (C)

Technologist in Cytogenetics (CG)

Cytotechnologist (CT)

Donor Phlebotomy Technician (DPT)

Technologist in Hematology (H)

Histotechnician (HT)

Histotechnologist (HTL)

Medical Laboratory Assistant (MLA)

Technologist in Microbiology (M)

Technologist in Molecular Biology (MB)

Phlebotomy Technician (PBT)

Specialist Certification

Specialist in Blood Banking (SBB)

Specialist in Chemistry (SC)

Specialist in Cytotechnology (SCT)

Specialist in Cytometry (SCYM)

Specialist in Hematology (SH)

Specialist in Microbiology (SM)

Specialist in Molecular Biology (SMB)

Pathologists' Assistant (PA)

Diplomate Certification

Diplomate in Laboratory Management (DLM)



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