



ASCP
BOARD OF
CERTIFICATION®

IMPORTANT
NEW INFORMATION ENCLOSED

JANUARY 2022

U.S. Procedures for Examination & Certification



#0688
ISO/IEC 17024
Personnel Certification Body

Cytologist (CT)^{CM}
Diplomate in Laboratory Management (DLM)^{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 Cytology (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.

All requirements, processes and fees as stated in this booklet are subject to change without notice.

TABLE OF CONTENTS

ASCP BOARD OF CERTIFICATION

About the Board of Certification	2
Accreditation	2
Certification and Credential Maintenance	2
Certification Process	3
Certification Categories and Application Fees	3

EXAMINATION ELIGIBILITY REQUIREMENTS

Technician Certification 4-7

Histotechnician, HT(ASCP).....	4-5
Medical Laboratory Assistant, MLA(ASCP).....	5
Medical Laboratory Technician, MLT(ASCP).....	6
Phlebotomy Technician, PBT(ASCP).....	6-7

Technologist Certification 8-15

Medical Laboratory Scientist, MLS(ASCP)	8-9
Technologist in Blood Banking, BB(ASCP)	9-10
Technologist in Chemistry, C(ASCP)	10-11
Technologist in Cytogenetics, CG(ASCP)	11
Cytologist, CT(ASCP).....	12
Technologist in Hematology, H(ASCP)	12-13
Histotechnologist, HTL(ASCP).....	13
Technologist in Microbiology, M(ASCP).....	14
Technologist in Molecular Biology, MB(ASCP)	15

Specialist Certification 16-23

Pathologists' Assistant, PA(ASCP).....	16
Specialist in Blood Banking, SBB(ASCP)	16-17
Specialist in Chemistry, SC(ASCP).....	17-18
Specialist in Hematology, SH(ASCP).....	18-19
Specialist in Microbiology, SM(ASCP)	19-20
Specialist in Cytology, SCT(ASCP).....	21
Specialist in Cytometry, SCYM(ASCP)	21-22
Specialist in Molecular Biology, SMB(ASCP)	22-23
Diplomate in Laboratory Management, DLM(ASCP)	24-25

OFFICIAL DOCUMENTS REQUIRED

ASCP BOC Information Regarding COVID-19..... 26

Documentation Required 26

Verification of Academic Education 26-27

Verification of Experience 28

Full and Part-Time Experience Defined	28
Foreign Medical Laboratory Science	
Clinical Training Programs	28

Verification of Training 29

Instructions for Phlebotomy Technician Training	29
Instructions for Military Trained MLS, MLT and MLA Applicants	29
Instructions for Donor Phlebotomy Technician	29
ASCP Certified Applicants.....	29

APPLICATION AND SCHEDULING

Completion of Online Application..... 30

Change of Email Address, Mailing Address and/or Name Change	30
--	----

Application Processing 31-32

Review of Documents	31
Application Status	31
Determination of Eligibility	31
Ineligibility.....	32
Applicants with a Disability.....	32
Study Materials.....	32

Scheduling Your Examination 32

Scheduling Your Appointment	32
Rescheduling Appointments	32
Cancellation Policy	32

EXAMINATION AND CERTIFICATION

Examination Administration..... 33

Board of Certification Examinations—	
Computer Adaptive Testing	33
What to Bring to the Examination Center.....	33
Acceptable Forms of Identification.....	33

Taking the Test..... 34

Inappropriate Conduct	34
Examination Irregularities	34

Examination Results..... 34-35

Examination Score Report	33
Reapplying for Examination.....	33
Release of Score to Program Officials.....	33
Watch for Your Certificate	35
Request for Verification of Certification	
Submitted to a Third Party	35
Verification of Examination Results	35
Revocation of Certification	35

CREDENTIAL MAINTENANCE PROGRAM

Credential Maintenance Program (CMP)..... 36

CMP Requirements.....	36
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APPENDIX A – ACCEPTABLE EVALUATION AGENCIES

Foreign Transcript Evaluation Agencies.....	37
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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 nearly 600,000 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

The ASCP Board of Certification (BOC) represents the gold standard for certification of pathologists' assistants and laboratory professionals.

Through their work on various scientific and examination committees, nearly 100 volunteer technologists and technicians, specialists, laboratory scientists, physicians, professional researchers, and experts in psychometrics ensure that BOC examination processes and certification credentials continue to maintain the highest standards of the laboratory medicine profession. BOC examination committees are responsible for examination development and review, determining accuracy and relevancy of the examinations, and establishing the competence level for each area of laboratory medicine.

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:

- Cytologist, CT(ASCP)^{CM}
- Diplomate in Laboratory Management, DLM(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 Cytology, 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 (BOC) 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 36.

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.

The ASCP BOC does not consult with a candidate, review documentation, or determine a candidate's eligibility prior to application. Eligibility is determined only after a candidate's application, fee, and all required documentation has been received and all items have been reviewed by an evaluator. Application fees cover the administrative costs of processing applications, including the review of all documentation; **application fees are not refundable**.

STEP 2: Complete the online application (see page 30) and submit:

- Application fee (credit card or check)
Application fees are non-refundable
- Required documentation to verify your eligibility (see page 26).

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

STEP 4: Schedule an appointment to take the examination within the **eligibility 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.

CATEGORY OF EXAMINATION	APPLICATION FEE
Phlebotomy Technician, PBT(ASCP)	\$135
Histotechnician, HT(ASCP)	\$215
Medical Laboratory Assistant, MLA(ASCP)	\$135
Medical Laboratory Technician, MLT(ASCP)	\$215
Medical Laboratory Scientist, MLS(ASCP)	\$240
Cytologist, 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 Cytology, 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.

Examination Eligibility Requirements

TECHNICIAN CERTIFICATION

Histotechnician, HT(ASCP)

Prepares and processes tissue samples for routine histologic techniques to be examined under a microscope by a pathologist. The histologic techniques include the following: fixation, processing, embedding, microtomy, and staining of human and animal tissue for evaluation.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

- Successful completion of a NAACLS accredited Histotechnician program within the last five years.

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

ROUTE 2

- 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) in 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) in biology and chemistry (must include credit hours in both), which may be obtained within, or in addition to, the associate degree,
- AND one year of full time acceptable clinical** experience in a histopathology laboratory within the last five years OR one year of full time acceptable veterinary, industry or research experience in a histopathology laboratory in the U.S. or Canada within the last five years.

ROUTE 3

- 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) in 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) in biology and chemistry (**must include credit hours in both**), which may be obtained within, or in addition to, the associate degree,
- AND successful completion of a 50 week U.S. military histotechnician training course*** within the last ten years.

* [Regionally Accredited Colleges and Universities](#)

** [Acceptable Clinical Laboratory](#): CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR Accreditation under ISO 15189.

***Official documentation of your military code (NEC, MOS, AFSC code or 68K), official certificate verifying completion of training, or an official copy of your DD214 form or ER.B must be mailed to the BOC upon completion of the online application.

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
- Embedding/Microtomy
- Processing
- Staining
- Laboratory Operations

Medical Laboratory Assistant, MLA(ASCP)

Works in various areas of the laboratory, registering patients, collecting samples, and assessing the acceptability of samples for testing. Processes samples for testing including centrifugation, aliquoting, storage, and shipping. Provides support for clinical testing including preparation of slides, loading instruments, and result reporting. Performs waived and point-of-care testing.

An applicant must be able to verify that they meet all eligibility requirements, including proof of high school graduation or equivalent. All applicants are required to submit official transcripts to verify high school graduation or equivalency in order to meet the eligibility requirements. Acceptance into a program or institution does **not** verify the meeting of this academic requirement. For complete information, see **Verification of Education for PBT and MLA** applicants.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) 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 years from the date of completion of that program.

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** experience as a laboratory assistant in an acceptable laboratory within the last five years.

ROUTE 4

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

ROUTE 5

- Valid PBT(ASCP) certification,
- AND one year of full time acceptable clinical** experience as a laboratory assistant in an acceptable 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 (MLA) program within the last five years which consists of classroom training and clinical laboratory training,
- AND six months of full time acceptable clinical** experience as a laboratory assistant in an acceptable laboratory within the last five years.

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

* Official documentation of your military code (NEC, MOS, AFSC code or 68K), official certificate verifying completion of training, or an official copy of your DD214 form or ER.B must be mailed to the BOC upon completion of the online application.

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

*** Regionally Accredited Colleges and Universities

CLINICAL LABORATORY EXPERIENCE

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

- Specimen Preparation and Processing
- Support for Clinical Testing
- Laboratory Operations

Examination Eligibility Requirements

TECHNICIAN CERTIFICATION

Medical Laboratory Technician, MLT(ASCP)

Collects, processes, and performs routine laboratory tests in blood banking, chemistry, hematology, immunology, microbiology, molecular biology, and/or urinalysis on biologic specimens to provide information necessary for the diagnosis and treatment of disease.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

- Associate degree or 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 years from the date of completion of that program.

IMPORTANT INFORMATION: Effective January 1, 2023, the MLT Eligibility Route 2 will be discontinued.

The last certification examination for MLT(ASCP) under Route 2 will be administered December 30, 2022, with a deadline date of September 30, 2022 for receipt of **all** application materials, including required documentation.

ROUTE 2

- Valid CLA(ASCP)* certification,
- AND an associate degree or 60 semester hours (90 quarter hours) of academic credit from a regionally accredited** college/university with 6 semester hours (9 quarter hours) in chemistry and 6 semester hours (9 quarter hours) in biology.

ROUTE 3

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

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

** [Regionally Accredited Colleges and Universities](#)

*** Official documentation of your military code (NEC, MOS, AFSC code or 68K), official certificate verifying completion of training, or an official copy of your DD214 form or ER.B must be mailed to the BOC upon completion of the online application.

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

***** Successful completion of a NAACLS accredited MLS program, NAACLS or ABHES accredited MLT program, or a foreign medical laboratory science clinical training program within the last five years can be used in lieu of one year of full time acceptable clinical experience.



Phlebotomy Technician, PBT(ASCP)

Works face-to-face with patients to draw blood samples. Collects, transports, and processes blood and other specimens to be analyzed in the laboratory.

An applicant must be able to verify that they meet all eligibility requirements, including proof of high school graduation or equivalent. All applicants are required to submit official transcripts to verify high school graduation or equivalency in order to meet the eligibility requirements. Acceptance into a program or institution does not verify the meeting of this academic requirement. For complete information, see **Verification of Education for PBT and MLA** applicants.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

- High school graduation or equivalent,
- AND successful 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 years from the date of completion of that program.

ROUTE 2

- High school graduation or equivalent,
- AND successful completion of an acceptable two-part formal structured phlebotomy program 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 (including venipuncture and skin punctures), specimen processing and handling, and laboratory operations (e.g. safety, quality control, etc.), and 100 clock hours of clinical* training and orientation in an acceptable laboratory with a minimum performance of 100 successful unaided venipunctures.

*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 clinical* experience as a phlebotomy technician in an acceptable 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 acceptable laboratory* with a minimum performance of 100 successful unaided blood collections including venipunctures and skin punctures within the last five years..

Applicants must submit a copy of their current state/provincial license for RN or LPN or copy of a certificate of completion from the accredited allied health program they completed.

ROUTE 5

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

ROUTE 6

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

ROUTE 7

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

* *Acceptable Clinical Laboratory: 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)

Conducts a full range of laboratory tests, from routine to complex, in blood banking, chemistry, hematology, immunology, microbiology, molecular biology, and/or urinalysis on biologic specimens to provide information necessary for the diagnosis and treatment of disease. Problem solves issues with specimens, testing, and instrumentation. Evaluates, develops, and validates diagnostic testing and instrumentation.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) 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 years from the date of completion of that program.

ROUTE 2

- Valid MLT(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited* college/university with 16 semester hours (24 quarter hours) in biology including one semester in microbiology and 16 semester hours (24 quarter hours) in chemistry including one semester in organic or biochemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- AND two years of full time acceptable clinical** experience*** in blood banking, chemistry, hematology, microbiology, immunology, and urinalysis/body fluids in an acceptable laboratory within the last five years.

ROUTE 3

IMPORTANT INFORMATION: Effective January 1, 2023, the MLS Eligibility Route 3 will be discontinued.

The last certification examination for MLS(ASCP) under Route 3 will be administered December 30, 2022, with a deadline date of September 30, 2022 for receipt of **all** application materials, including required documentation.

- Valid CLA(ASCP)**** certification,
- AND a baccalaureate degree from a regionally accredited* college/university with 16 semester hours (24 quarter hours) in biology including one semester in microbiology and 16

semester hours (24 quarter hours) in chemistry including one semester in organic or biochemistry, which may be obtained within, or in addition to, the baccalaureate degree,

- AND four years of full time acceptable clinical** experience*** in blood banking, chemistry, hematology, microbiology, immunology, and urinalysis/body fluids in an acceptable laboratory within the last eight years.

ROUTE 4

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

ROUTE 5

- Valid MT/MLS(ASCPⁱ) certification,
- AND a transcript evaluation verifying equivalency to a U.S. baccalaureate degree from a regionally accredited* college/university,
- AND five years of full time acceptable clinical** experience in blood banking, chemistry, hematology, microbiology, immunology, and urinalysis/body fluids in an acceptable laboratory within the last ten years.

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

If a course by course transcript evaluation from an [acceptable evaluation agency](#) was submitted with your original MT/MLS(ASCPⁱ) application you do not need to re-submit it unless specifically requested by the ASCP BOC office.

Once transitioned from MT/MLS(ASCPⁱ) to MLS(ASCP) there will not be an option to revert back to MT/MLS(ASCP). Previous MT/MLS(ASCP) certification will not be able to be used to meet the eligibility requirements for additional certifications. Moving forward, your MLS(ASCP) certification will be used to meet the eligibility requirements for additional U.S. certifications.

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.

ROUTE 6

- Successful completion of a 50-week U.S. military medical laboratory training course^{*****} within the last ten years,
- AND a baccalaureate degree from a regionally accredited* college/university with 16 semester hours (24 quarter hours) in biology including one semester in microbiology and 16 semester hours (24 quarter hours) in chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- AND one year of full time acceptable clinical** experience in blood banking, chemistry, hematology, microbiology, immunology, and urinalysis/body fluids in an acceptable laboratory within the last ten years.

* [Regionally Accredited Colleges and Universities](#)

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

*** Successful completion of a NAACLS accredited MLS program, NAACLS or ABHES accredited MLT program, or a foreign medical laboratory science clinical training program within the last five years can be used in lieu of one year of full time acceptable clinical experience. In addition, this will count as completion of one semester of organic or biochemistry.

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

***** Official documentation of your military code (NEC, MOS, AFSC code or 68K), official certificate verifying completion of training, or an official copy of your DD214 form or ER.B must be mailed to the BOC upon completion of the online application.

Technologist in Blood Banking, BB(ASCP)

Performs routine and specialized tests in blood banking and transfusion services to determine blood types, identify antibodies, and select blood components to support providers in blood transfusion therapy.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

- Valid 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) in biology and chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- AND one year of full time acceptable clinical** experience in blood banking in an acceptable 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) in biology and chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- 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.*

Examination Eligibility Requirements

TECHNOLOGIST CERTIFICATION

ROUTE 4

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

ROUTE 5

- Baccalaureate degree from a regionally accredited* college/university in medical laboratory science, OR a baccalaureate degree from a regionally accredited* college/university with a combination of 30 semester hours (45 quarter hours) in biology and chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- 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 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.

* [Regionally Accredited Colleges and Universities](#)

** [Acceptable Clinical Laboratory](#); 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 grouping & Rh typing
- Direct antiglobulin tests
- Antibody detection and identification
- Tests for other blood group antigens
- Crossmatching

ROUTINE PROBLEM SOLVING

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

QUALITY CONTROL/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)

Performs analysis on blood and body fluids to determine the quantity of chemical and/or hormonal content in the specimen to aid in the diagnosis and treatment of diseases.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

- Valid 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) in biology and chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- AND one year of full time acceptable clinical** experience in chemistry in an acceptable 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) in biology and chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- 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 from a regionally accredited* college/university in chemistry or an appropriately related field,
- AND six months of full time acceptable clinical** experience in chemistry in an acceptable laboratory within the last five years.

ROUTE 5

- Baccalaureate degree from a regionally accredited* college/university in medical laboratory science, OR a baccalaureate degree from a regionally accredited* college/university with 30 semester hours (45 quarter hours) in biology and chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- 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 years from the date of completion of that program.

* [Regionally Accredited Colleges and Universities](#)

** [Acceptable Clinical Laboratory](#): 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

Technologist in Cytogenetics, CG(ASCP)

Performs various techniques for the diagnosis, prognosis, and treatment of inherited and acquired genetic diseases. Responsibilities include culturing, harvesting, slide preparations, and analysis of biologic samples including peripheral blood, amniotic fluid, tissue, bone marrow, and tumors. Performs chromosome analysis, fluorescence in-situ hybridization, and other molecular assays.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) 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 years from the date of completion of that program.

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) in biology and chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- AND one year of full time acceptable clinical** experience in an acceptable cytogenetics*** laboratory within the last three years.

ROUTE 3

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

* [Regionally Accredited Colleges and Universities](#)

** [Acceptable Clinical Laboratory](#): CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR Accreditation under ISO 15189.

*** A 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).

Examination Eligibility Requirements

TECHNOLOGIST CERTIFICATION

Cytologist, CT(ASCP)

Prepares and evaluates human cellular samples from all body sites, under the direction of a pathologist, to detect pre-cancerous changes, cancer, benign tumors, infectious agents, and inflammatory processes. May also prepare specimens, attend fine needle aspirations, and assist in quality assurance activities.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of the following route:

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 years from the date of completion of that program.

* [Regionally Accredited Colleges and Universities](#)

Technologist in Hematology, H(ASCP)

Performs tests to identify coagulation disorders and studies morphology of blood constituents to aid in the diagnosis and treatment of diseases of the blood.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

- Valid 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) in biology and chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- AND one year of full time acceptable clinical** experience in hematology in an acceptable 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) in biology and chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- 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 from a regionally accredited* college/university in biology, chemistry or an appropriately related field,
- AND six months of full time acceptable clinical**experience in hematology in an acceptable laboratory within the last five years.

ROUTE 5

- Baccalaureate degree from a regionally accredited* college/university in medical laboratory science, OR a baccalaureate degree from a regionally accredited* college/university with a combination of 30 semester hours (45 quarter hours) in biology and chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- 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 years from the date of completion of that program.

* [Regionally Accredited Colleges and Universities](#)

** *Acceptable Clinical Laboratory: 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 last five years 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 five 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)

Performs both routine and complex histologic techniques such as enzyme histochemistry, immunohistochemistry, in-situ hybridization, and immunofluorescence on tissue samples for microscopic examination by a pathologist to diagnose disease. Knowledgeable in the areas of pathology, management, education, and regulations that impact the field of histotechnology.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) 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) in biology and chemistry (must include credit hours in both), which may be obtained within, or in addition to, the baccalaureate degree,
- AND successful completion of a NAACLS accredited Histotechnician or Histotechnologist program within the last five years.

The education received from a NAACLS accredited HT/HTL program is acceptable for a period of five 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 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) in biology and chemistry (must include credit hours in both), which may be obtained within, or in addition to, the baccalaureate degree,
- AND one year of full time acceptable clinical** experience in a histopathology laboratory within the last five years OR one year of full time acceptable veterinary, industry or research experience in a histopathology laboratory in the U.S. or Canada within the last five years.

ROUTE 3

- Valid HT(ASCP) certification,
- AND a baccalaureate degree from a regionally accredited* college/university,
- AND six months of full time acceptable clinical** experience in a histopathology laboratory within the last five years OR six months of full time acceptable veterinary, industry or research experience in a histopathology laboratory in the U.S. or Canada within the last five years.

ROUTE 4

- Baccalaureate degree from a regionally accredited* college/university with a combination of 30 semester hours (45 quarter hours) in biology and chemistry (**must include credit hours in both**), which may be obtained within, or in addition to, the baccalaureate degree,
- AND successful completion of a 50 week U.S. military histotechnician training course*** within the last ten years.

* [Regionally Accredited Colleges and Universities](#)

** [Acceptable Clinical Laboratory](#): CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR Accreditation under ISO 15189.

***Official documentation of your military code (NEC, MOS, AFSC code or 68K), official certificate verifying completion of training, or an official copy of your DD214 form or ER.B must be mailed to the BOC upon completion of the online application.

LABORATORY EXPERIENCE

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

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

Examination Eligibility Requirements

TECHNOLOGIST CERTIFICATION

Technologist in Microbiology, M(ASCP)

Identifies bacteria and microorganisms in tissue samples and body fluids to aid in the diagnosis and treatment of infectious diseases.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

- Valid 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) in biology and chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- AND one year of full time acceptable clinical** experience in microbiology in an acceptable 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) in biology and chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- 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 from a regionally accredited* college/university in microbiology or an appropriately related field,
- AND six months of full time acceptable clinical** experience in microbiology in an acceptable laboratory within the last five years.

ROUTE 5

- Baccalaureate degree from a regionally accredited* college/university in medical laboratory science OR a baccalaureate degree from a regionally accredited* college/university with a combination of 30 semester hours (45 quarter hours) in biology and chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- 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 years from the date of completion of that program.

* [Regionally Accredited Colleges and Universities](#)

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

CLINICAL LABORATORY EXPERIENCE

To fulfill the experience requirements 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)

Uses molecular biologic methods to diagnose and characterize acquired and inherited diseases, including the diagnosis of malignant, metabolic, and infectious diseases. Uses advanced techniques, including sequencing and proteomic analysis, with applications in personalized medicine.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

- Valid ASCP technologist/scientist or specialist certification,
- 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 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 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) in biology and chemistry, which may be obtained within, or in addition to, the baccalaureate degree,
- AND one year of full time acceptable clinical** experience in a molecular biology laboratory*** within the last five years, OR one year of full time acceptable veterinary, industry or research experience in a molecular biology laboratory*** in the U.S. or Canada within the last five years.

ROUTE 4

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

* [Regionally Accredited Colleges and Universities](#)

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

****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.*

LABORATORY EXPERIENCE

To fulfill the experience requirement for the Technologist in Molecular Biology examination, you must have laboratory experience within the timeframe required in at least **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, epidemiology)
- Molecular Identity Testing (e.g., engraftment, paternity, forensic)
- Informatics for clinical laboratory test interpretation and reporting (e.g., genetics/genomics, oncology, histocompatibility, infectious disease, or molecular identity testing)

Pathologists' Assistant, PA(ASCP)

Provides anatomic pathology services under the direction and supervision of an anatomic pathologist. Performs a variety of tasks including gross examination and dissection of surgical pathology specimens and performance of postmortem examinations. Additional roles may include biobanking, pathology resident education and training, as well as administrative and supervisory responsibilities.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of the following route:

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 years from the date of completion of that program.

* [Regionally Accredited Colleges and Universities](#)

Specialist in Blood Banking, SBB(ASCP)

Performs all operations in blood banking and transfusion services, from routine testing to the most advanced procedures, to determine blood types, identify antibodies, and select blood components to support providers in blood transfusion therapy. Specialists are often technical supervisors and laboratory managers who serve as leaders, educators, and advisors.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

- Baccalaureate degree from a regionally accredited* college/university including biology 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 years from the date of completion of that program.

ROUTE 2

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

ROUTE 3

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

ROUTE 4

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

ROUTE 5

- Valid MT/MLS(ASCP) 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 or an acceptable laboratory** within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 6

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

* [Regionally Accredited Colleges and Universities](#)

** *Acceptable Clinical Laboratory: 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 laboratory or teaching experience, within the time frame required, in **ALL** of the following procedures:

SEROLOGIC AND/OR MOLECULAR TESTING

- ABO grouping 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

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

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

ROUTE 7

- Valid MT/MLS(ASCP) or BB(ASCP) certification,
- AND a Doctorate from a regionally accredited* college/university in chemistry, biology, immunology, immunohematology, microbiology, allied health, medical laboratory science, or an appropriately related field,
- AND one year of full time acceptable clinical** experience in blood banking in an acceptable laboratory within the last five years OR one year of full time acceptable research experience in blood banking in the U.S. or Canada within the last five years. This year of experience must be acquired post baccalaureate degree.

Specialist in Chemistry, SC(ASCP)

Performs analysis on blood and body fluids to determine the quantity of chemical and/or hormonal content in the specimen to aid in the diagnosis and treatment of diseases. Specialists have advanced knowledge, skills, and abilities; they serve as leaders, educators, and advisors within their specialty area.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

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

ROUTE 2

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

ROUTE 3

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

ROUTE 4

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

Examination Eligibility Requirements

SPECIALIST CERTIFICATION

ROUTE 5

- Valid MT/MLS(ASCP) or C(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 chemistry at a regionally accredited* college/university or an acceptable laboratory** within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 6

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

* [Regionally Accredited Colleges and Universities](#)

** *Acceptable Clinical Laboratory: 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 laboratory or teaching 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:

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

Specialist in Hematology, SH(ASCP)

Performs analyses of blood and body fluids to identify hematologic and coagulation disorders aiding in the diagnosis and treatment of diseases. Specialists have advanced knowledge, skills, and abilities; they serve as leaders, educators, and advisors within their specialty area.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

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

ROUTE 2

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

ROUTE 3

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

ROUTE 4

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

ROUTE 5

- Valid MT/MLS(ASCP) or H(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 hematology at a regionally accredited* college/university or an acceptable laboratory** within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 6

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

* [Regionally Accredited Colleges and Universities](#)

** *Acceptable Clinical Laboratory: 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 laboratory or teaching experience within the time frame required in **ALL** of the following procedures:

- Blood smear, evaluation and differential
- Complete blood count
- Instrument maintenance / troubleshooting (laboratory)
- Instrument methodology / troubleshooting (teaching)
- Miscellaneous tests (e.g., ESR, sickle screen, manual cell count, reticulocyte)
- Quality control: performance and evaluation
- Routine coagulation tests (e.g., PT, APTT, 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)

Identifies bacteria and microorganisms in tissue samples and body fluids to aid in the diagnosis and treatment of infectious diseases. Specialists have advanced knowledge, skills, and abilities; they serve as leaders, educators, and advisors within their specialty area.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

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

ROUTE 2

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

ROUTE 3

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

ROUTE 4

- Valid MT/MLS(ASCP) or M(ASCP) certification,
- AND a Doctorate from a regionally accredited* college/university in chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field,
- AND one year of full time acceptable experience in microbiology in an acceptable laboratory** within the last five years. This year of experience must be acquired post baccalaureate degree.

Examination Eligibility Requirements

SPECIALIST CERTIFICATION

ROUTE 5

- Valid MT/MLS(ASCP) or M(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 microbiology at a regionally accredited* college/university or an acceptable laboratory** within the last six years. These three years of experience must be acquired post baccalaureate degree.

ROUTE 6

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

* [Regionally Accredited Colleges and Universities](#)

** Acceptable Clinical Laboratory: 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 laboratory or teaching experience, within the time frame required, in 4 of 6 of the following areas:

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

Specialist in Cytotechnology, SCT(ASCP)

Skilled in examining cellular specimens from all body sites including rapid on-site evaluation of needle aspirates, endoscopic/bronchoscopic ultrasound-guided fine needle aspirations, use of fluorescence in-situ hybridization, and advanced cancer diagnostics. May also direct quality assurance programs in cytopathology. Specialists have advanced knowledge, skills, and abilities; they serve as leaders, educators, and advisors within their specialty area.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

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

ROUTE 2

- Valid 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 or an acceptable laboratory** within the last six years. These three years of experience must be obtained following CT(ASCP) certification.

ROUTE 3

- Master's degree from a regionally accredited* college/university,
- AND successful completion of a master's level CAAHEP accredited cytology program within the last five years.

* [Regionally Accredited Colleges and Universities](#)

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

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

Specialist in Cytometry, SCYM(ASCP)

Knowledgeable in all aspects of flow cytometry. Performs and/or oversees low and high complexity flow cytometry assays in clinical, research or reference laboratories. Able to lead the development and implementation of new assays. Proficient in all aspects of flow cytometry including technical, quality, and regulatory issues. Specialists have advanced knowledge, skills, and abilities; they serve as leaders, educators, and advisors within their specialty area.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) 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) in biology, chemistry, and/or physics, which may be obtained within, or in addition to, the baccalaureate degree,
- AND four years of full time acceptable clinical** experience in a flow cytometry*** laboratory OR four years of full time acceptable research, industry, or veterinary experience in a flow cytometry*** laboratory in the U.S. or Canada. These four years of experience must be within the last eight years.

ROUTE 2

- Valid ASCP technologist/scientist or specialist certification,
- AND a baccalaureate degree from a regionally accredited* college/university,
- AND three years of full time acceptable clinical** experience in a flow cytometry*** laboratory OR three years of full time acceptable research, industry, or veterinary experience in a flow cytometry*** laboratory in the U.S. or Canada. These three years of experience must be within the last six years.

ROUTE 3

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

ROUTE 4

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

* [Regionally Accredited Colleges and Universities](#)

** [Acceptable Clinical Laboratory](#): CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR Accreditation under ISO 15189.

***A flow cytometry laboratory is defined as one capable of providing individuals with knowledge and practical experience in flow cytometry including sample processing, data acquisition, data analysis, quality assurance/control, instrument operation, and laboratory operations/management.

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

Examination Eligibility Requirements

SPECIALIST CERTIFICATION

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)

Uses molecular diagnostic methods to detect and characterize acquired and inherited diseases, including malignant, metabolic, and infectious diseases. Possesses specialized skills in molecular methodologies and operates at an advanced level, providing support in high complexity testing, test development, and troubleshooting. Has advanced knowledge of molecular testing methods, clinical applications, and regulatory standards. Able to assume supervisory responsibilities; specialists serve as leaders, educators, and advisors within their specialty area.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

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

ROUTE 2

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

ROUTE 3

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

ROUTE 4

- Valid 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 or an acceptable laboratory**. These three years of experience must be acquired post baccalaureate degree and within the last six years.

ROUTE 5

- Valid MB(ASCP) certification,
- AND a Doctorate from a regionally accredited* college/university in molecular biology, biotechnology, chemistry, biology, immunology, microbiology, allied health, medical laboratory science, or an appropriately related field,
- AND one year of full time acceptable experience as an academic educator in clinical molecular biology at a regionally accredited* college/university or an acceptable laboratory**. This year of experience must be acquired post baccalaureate degree and within the last five years.

* [Regionally Accredited Colleges and Universities](#)

** [Acceptable Clinical Laboratory](#): CMS CLIA certificate of registration, compliance, accreditation; OR JCI accreditation; OR Accreditation under ISO 15189.

***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.

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

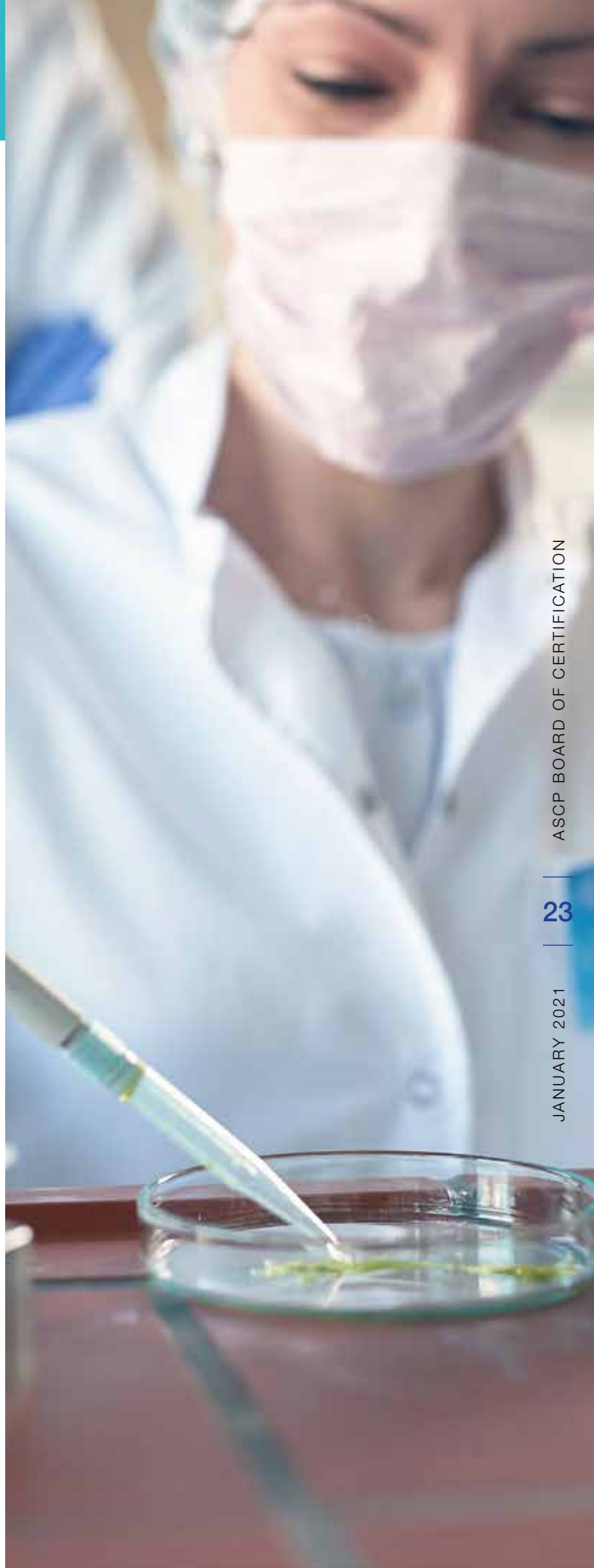
LABORATORY OR TEACHING EXPERIENCE

To fulfill the experience requirement for the Specialist in Molecular Biology examination, you must have laboratory or teaching experience within the timeframe required in at least **two** 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, epidemiology)
- Molecular Identity Testing (e.g., engraftment, paternity, forensic)
- Informatics for clinical laboratory test interpretation and reporting (e.g., genetics/genomics, oncology, histocompatibility, infectious disease, or molecular identity testing)

Experience is also required in at least **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)

Directs, manages or supervises a laboratory with responsibility for finances operations, personnel, and compliance in the clinical laboratory.

To be eligible for this examination category, an applicant must satisfy the minimum requirements (for degrees, the stated degree or higher) of at least **one** of the following routes:

ROUTE 1

- MBA, 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 an acceptable laboratory within the last five years.

ROUTE 2

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

ROUTE 3

- Valid ASCP technologist/scientist or specialist certification,
- AND a baccalaureate degree from a regionally accredited* college/university,
- AND four years of full time acceptable experience in clinical** laboratory supervision or management in an acceptable laboratory within the last eight years.

ROUTE 4

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

ROUTE 5

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

* [Regionally Accredited Colleges and Universities](#)

** *Acceptable Clinical Laboratory: 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 39 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
- Project Management
- 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., onboarding, 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 MANGEMENT

- 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)



ASCP BOC Information Regarding COVID-19

The ASCP BOC takes the health and wellness of our constituents very seriously. We understand that you may be concerned about how the ongoing health crisis may impact your program, eligibility, application, or exam date. The ASCP BOC is working to ensure that appropriate processes are in place, and thank you for your patience as we work to best support all constituents throughout this time. Please check this page often for **COVID-19 BOC PROCESS UPDATES**.

Documentation Required

Eligibility to take a certification examination is established by:

- Meeting all the requirements for certification category and route (pages 4 – 25)
- 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, HTL, MB, AND PA).

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 the ASCP Board of Certification to become certified and your exam score released to you. Your examination score will be held for one year from the date of examination.

An official transcript must be received and processed within one year of your examination date or your score will be invalidated and it will be necessary to reapply. Until an official transcript is received and processed, your score will not be released and you **are not 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 to be eligible to sit for the exam.

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

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.

* 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 FOR PBT AND MLA REQUIRING COMPLETION OF HIGH SCHOOL DEGREE

An applicant must be able to verify that they meet all eligibility requirements, including proof of high school graduation or equivalent. PBT and MLA applicants are required to submit official transcripts to verify high school graduation or equivalency in order to meet the eligibility requirements. Acceptance into a program or institution does not verify the meeting of this academic requirement.

Official transcript(s) must be sent directly from your academic institution (high school, State Department of Education, etc.) OR an acceptable foreign transcript evaluation agency (required for education outside of the U.S. or Canada).

An Associate's degree or higher would meet the minimum requirement of high school graduation or equivalency. College coursework, without a degree conferred, does not verify high school graduation or equivalency.

Students who have completed a NAACLS approved PBT or Clinical Assistant (CA) program are able to sit for the exam one time before an official transcript has been received in the ASCP BOC office. However, it is important to note that you will not have access to your exam score, and **are not certified**, until your official transcript has been received and processed by the BOC office.

3. APPLICANTS FROM REGIONALLY ACCREDITED COLLEGES/UNIVERSITIES IN THE UNITED STATES AND CANADA

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

If the eligibility requirements state courses are required in biology and chemistry, the courses listed on the official transcript must be in the biology and chemistry departments. 100 level or above courses will count towards

the required college course work. This allows those courses with unfamiliar names to be identified as acceptable. Courses which the applicant feels should be considered as biological science or chemistry may be acceptable if the applicant submits proof.

Regionally accredited colleges or universities must be 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** – New England Association of Schools and Colleges, Inc.
- **SACSCOC** – Southern Association of Colleges and Schools Commission on Colleges
- **ACS WASC** – Accrediting Commission for Schools Western Association of Schools and Colleges
- **WSCUC** – Western Association of Schools and Colleges Senior College and University Commission

Submission of Official Transcripts

Official transcript(s) must be sent directly from your academic institution (high school, State Department of Education, etc.) OR an acceptable foreign transcript evaluation (required for education outside of the U.S. or Canada)

An official transcript requires:

- Date degree was conferred (if required)
- Seal of academic institution
- Signature of Registrar

Multiple transcripts may be submitted to verify academic requirements have been met. All academic requirements are a minimum requirement, so a higher degree can be used to verify eligibility. Click [here](#) for official transcript requirements.

The ASCP BOC has partnered with Parchment and National Student Clearinghouse to more quickly and efficiently receive electronic transcripts. Please follow the instructions provided if your institution utilizes one of these third party vendors. If your institution handles electronic transcripts themselves, have them send an electronic transcript to Transcripts.boc@ascp.org.

Canadian Education and Clinical Training Programs

A three-year baccalaureate degree from a Canadian University is not acceptable for technologist/scientist level examinations or higher. A baccalaureate degree equivalent to a U.S. four-year baccalaureate degree is required.

Canadians applying for a Medical Laboratory Scientist (MLS) or Cytologist (CT) certification examination must have completed a CMA accredited Medical Laboratory Technology training program.

Applicants who have completed their education in Quebec must submit original transcripts verifying completion of a CEGEP / DEC program as well as college credits and/ or degree requirements. Otherwise, a foreign transcript evaluation must be submitted as noted above.

The ASCP BOC reserves the right to request a foreign transcript evaluation from any applicant with education outside of the U.S.

4. 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 37. 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 certified copy* of the evaluation showing U.S. degree equivalency and course by course evaluation must be submitted when you apply for examination.

* *Photocopy of the original transcript evaluation, stamped and signed by the evaluation agency.*

IMPORTANT NOTE: Continuing Education courses are not accepted towards fulfilling the academic requirements.

Verification of Experience

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

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

To document your laboratory or teaching experience (if required):

- **STEP 1:** 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.

OFFICIAL DOCUMENTS REQUIRED

- **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. A Letter of Authenticity must:
 - » Be printed on institutional letterhead
 - » Be completed by authorized personnel (i.e. laboratory director, immediate supervisor)
 - » State that the person submitting the Letter of Authenticity also completed the documentation form
 - » Contain a handwritten signature (not typed or electronic) and date

*** The same person must complete and sign the documentation form and complete the Letter of Authenticity. All documentation must be originals, with handwritten signatures.*

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 original experience documentation form(s) and letter(s) of authenticity once you complete your online application.

Submit all documentation electronically. Please click here to see the **ASCP BOC COVID-19** page for complete information.

Documentation Forms and Letters of Authenticity:

All documentation forms and letters of authenticity must contain original, handwritten signatures and be sent as a PDF file. Pictures are not acceptable. Please make sure to include your full name, ASCP Customer ID, and exam category in the body of your email when submitting documents electronically.

All documents are processed by the ASCP BOC in the order that they are received.

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 3/1/2022; experience acceptable from 3/2012 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 acceptable clinical laboratory*.

* *Acceptable Clinical 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:** Print the training program documentation form corresponding to your certification category and route from the ASCP website at **www.ascp.org/certification**.
- **STEP 2:** Training 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. A Letter of Authenticity must:
 - » Be printed on institutional letterhead
 - » Be completed by authorized personnel (i.e. Program Director)
 - » State that the person submitting the Letter of Authenticity also completed the documentation form
 - » Contain a handwritten signature (not typed or electronic) and date

*** The same person must complete and sign the documentation form and complete the Letter of Authenticity. All documentation must be originals, with handwritten signatures. Training program documentation forms will be audited to verify authenticity.*



- **STEP 3:** Submit your original training documentation form(s) and letter(s) of authenticity once you complete your online application.

Submit all documentation electronically. Please click here to see the **ASCP BOC COVID-19** page for complete information.

Training Documentation Forms and Letters of Authenticity:

All training program documentation forms and letters of authenticity must contain original, handwritten signatures and be sent as a PDF file. Pictures are not acceptable. Please make sure to include your full name, ASCP Customer ID, and exam category in the body of your email when submitting documents electronically.

All documents are processed by the ASCP BOC in the order that they are received.

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 steps to submit your training documentation form and letter of authenticity.

INSTRUCTIONS FOR PHLEBOTOMY TECHNICIAN TRAINING

ROUTE 2: You must print the appropriate training documentation form from the ASCP web site at: **www.ascp.org/boc/pbt**. 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 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/boc/pbt**. You must also submit a copy of your current state/provincial license for RN or LPN or a copy of certificate of completion from the accredited allied health program you completed.

ROUTE 6: You must print the appropriate experience documentation form from the BOC website, **www.ascp.org/boc/pbt**. 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/boc/pbt**. 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 MLS, MLT, MLA, HT, AND HTL 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 pages 4 - 13 for complete eligibility requirements.

ASCP CERTIFIED APPLICANTS

IMPORTANT NOTE: 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 Cytology (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 unless specifically requested by the ASCP Board of Certification.

APPLICATION AND SCHEDULING

Completion of Online Application

1. DETERMINE CATEGORY AND ROUTE

Review the eligibility requirements for the certification category and route you have chosen (pages 4 – 25) to ensure that you meet all the requirements as specified. (Application fees are non-refundable). The BOC Eligibility Assistant found on the BOC website can help you determine if you meet the current requirements:

www.ascp.org/certification.

The ASCP BOC does not consult with a candidate, review documentation, or determine a candidate's eligibility prior to application. Eligibility is determined only after a candidate's application, fee, and all required documentation has been received and all items have been reviewed by an evaluator. Application fees cover the administrative costs of processing applications, including the review of all documentation;

application fees are not refundable.

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 you started the application. If you are unable to submit your application fee online with a credit card, pay by mail instructions are available upon completion of the online application process. Applications are not considered complete until payment has been received and processed.

PLEASE NOTE: Documentation verifying eligibility should NOT be mailed with payment. See Step 3 for instructions on submitting documentation.

- 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 33 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, official or certified certificate(s) of training (if required) and foreign transcript evaluations (if your education is outside of the U.S.). Submit all documentation electronically. Please click here to see the **ASCP BOC COVID-19** page for complete information.

If your students are unable to submit transcripts electronically, they should mail them to the address below. Please note that there will be an additional delay of 2 weeks in the processing of all documents submitted by mail.

ASCP Board of Certification
Attn: Jackie Sanders
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 and route of examination, 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 or route 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 in order to receive your wall certificate at the correct address. If current address is not valid, it will be your responsibility to order and pay for a replacement wall certificate. 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 60 business days of receipt. In order to determine your eligibility for examination, all required documentation must be submitted to our office within 60 business days of submission of your application. If you are unable to submit the required documentation you will be determined ineligible and your application will be deleted from the examination process. You would then be required to reapply. 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 Relations 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

IMPORTANT NOTE: The BOC will not grant extensions or reinstate deleted applications due to the non-receipt of BOC application status email notifications.

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 an email notification to login to view your Admission Notification. Your Admission Notification contains instructions for scheduling an appointment to take the examination within your eligibility period. All ASCP Board of Certification examinations are computer based and administered at Pearson Professional Centers. You may schedule an appointment at the Pearson Professional Center of your choice.

APPLICATION AND SCHEDULING

INELIGIBILITY

If you are determined ineligible for examination, you will receive an email notification regarding your ineligibility. Reapplication information is provided on page 32. 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/about_boc.

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. All documentation is requested to be sent electronically. Please review information found at this link on the BOC website [here](#).

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.

PLEASE NOTE: Once a candidate has received their Admission Notification, requests for testing modifications will not be accepted.

STUDY MATERIALS

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

TEST DAY

Monday: Friday of the preceding week
Tuesday: Monday of the same week
Wednesday: Tuesday of the same week

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 your examination date and time at a **Pearson VUE Testing Center** within your assigned examination eligibility period.

It is strongly recommended that you contact Pearson Vue as early as possible to make your appointment within the examination eligibility period. You must take the examination within the examination eligibility 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. To verify your appointment, [contact Pearson VUE](#).

RESCHEDULING APPOINTMENTS

If you wish to reschedule your testing appointment, within the examination eligibility 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. **See chart below.**

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 examination eligibility period. **A new application and full application fee will be required to schedule a new exam date.**

LAST CANCEL/CHANGE DAY

Thursday: Wednesday of the same week
Friday: Thursday of the same week
Saturday: Friday of the same week

(at least 24 hours before time of appointment)

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) are scheduled for 2 hours and 30 minutes with 100 questions. The PBT examination is scheduled for 2 hours with 80 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

You will need to bring a valid government ID* with photo and 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)

VALID IDENTIFICATION

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.

WHAT TO EXPECT AT THE TESTING CENTER

The status of Pearson VUE global test delivery is changing rapidly due to the impact of COVID-19. Please check this page often for the latest updates: **Pearson COVID-19**.

You must report to the test center 30 minutes prior to your scheduled examination 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.

EXAMINATION AND CERTIFICATION

ELECTRONIC DEVICES

Only nonprogrammable calculators may be brought to the test center. Writing material for calculations will be provided for you by the test center. Cell phones will not be permitted in the examination room. Review the [ASCP BOC/Pearson VUE](#) - Candidate Test Center Procedures for full details on prohibited items.

Taking the Test

- Verify your name and examination category at the beginning of the examination.
- Read all directions carefully on entering responses before beginning the test.
- The examinations consist of multiple choice questions.
- Responses may be changed as many times as you like.
- At the end of the test, you may review your responses and change answers if you wish.

EXAM DURATIONS

- Most examinations are scheduled for 2 hours and 30 minutes and have 100 questions.
- The PBT examination is scheduled for 2 hours and has 80 questions.

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, etc.), your examination session will be terminated and you will be unable to complete your examination. You will need to appeal to the ASCP 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/test_center under What to Bring to the Examination Center.

Examination Results

EXAMINATION SCORE REPORT

Notification to view your examination score report post login will be emailed to you within 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.

REAPPLYING FOR EXAMINATION

If you are unsuccessful in passing the examination, you will be able to reapply once you receive your examination score report. You do not need to resubmit your documentation if you meet the current eligibility requirements. Once your application to retake the exam is processed, your new examination period will start at least 90 days after your last eligibility window began. Please check this page for **COVID-19 BOC PROCESS UPDATES** regarding exam scheduling.

You are permitted to take the examination five times under one eligibility route provided that you meet the current eligibility requirements. After five unsuccessful attempts under one route of eligibility, you must meet the current requirements for eligibility for that particular examination category under an alternate route of eligibility. 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. Your laboratory experience must also be within the required time limit from the date of application. And, if it applies, the academic institution and laboratory used to establish eligibility as stated in the requirements must be accredited at the time of reapplication.

RELEASE OF SCORE TO PROGRAM OFFICIALS

If you completed a NAACLS, CAAHEP or ABHES accredited program, your examination score report 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 will not be honored.

At documentation is requested to be sent electronically. Please check this page for **COVID-19 BOC PROCESS UPDATES** regarding exam scheduling.

WATCH FOR YOUR CERTIFICATE

You'll receive your wall certificate approximately four (4) to eight (8) weeks after your wall certificate has been ordered. This certificate is valid for three years. To maintain valid certification, completion of the Credential Maintenance Program (CMP) is required every three years. The designation "CM" in superscript is required after your certification credential to indicate your certification is under credential maintenance (i.e., MLS(ASCP)^{CM}). Please visit www.ascp.org/cmp for program details.

PLEASE NOTE: Your wall certificate will be ordered **after you have verified your mailing address** as part of the process for accessing your online exam score report.

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.

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

IMPORTANT INFORMATION: Students who completed a NAACLS, CAAHEP, or ABHES program should not request verification of certification until their final transcript has been received and processed by the ASCP BOC office. Ensure that you have viewed your online score report with your certification number before requesting verification of certification for a third party.

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.

REVIEW OF EXAMINATION RESULTS

To request a review of your examination due to specific administration or content irregularities, (i.e., technical issues at the test site, irregularities in the display of exam content) you must notify the ASCP Board of Certification office in writing within 30 days from the date of receipt of scores. Requests received after this date will not be accepted. A \$25.00 fee is required. The check or money order must be enclosed with your request.

The review verifies the overall exam administration (i.e., that the examinee viewed the questions, the answers were recorded, the proper amount of time was given, questions were administered according to the content outline percentages, question difficulty increased or decreased appropriately, etc.). The BOC does not rescore examinations or disclose content or answers for specific test items. Incorrect responses will not be reported when requesting a review.

Mail to:

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

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 applicant has participated in inappropriate behavior such as, but not limited to:

- Submitting information contained in, or supplied in support of, an application for examination that is inaccurate in any material respect.
- Engaging in any inappropriate conduct during the examination, such as giving or obtaining unauthorized information or aid.
- Sharing exam items or information from the examination with others.
- Misrepresentation or misuse of the applicant's certification status at any time.

Visit www.ascp.org/boc/about_boc for additional information.



Credential Maintenance Program (CMP)

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 Credential Maintenance Program (CMP) requires individuals to accrue continuing education credits. 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)
- 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 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 \$125 reinstatement fee in addition to the current CMP application fee*.

** Individuals 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.*



EDUCATION EVALUATORS INTERNATIONAL, INC.

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Lake Success, NY 11042
401-521-5340 | 401-515-4065 FAX
Email: eval@educei.com
www.educei.com

EDUCATIONAL CREDENTIAL EVALUATORS, INC.

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Milwaukee, WI 53212-3963
414-289-3400
[Live Chat](#)
www.ece.org

EDUCATIONAL PERSPECTIVES, NFP

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Chicago, IL 60690-3462
312-421-9300 | 312-421-9353 FAX
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www.edperspective.org

FOREIGN ACADEMIC CREDENTIALS SERVICES, INC.

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

FOREIGN CREDENTIALS SERVICE OF AMERICA

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512-459-8428 | 512-459-4565 FAX
Email: info@foreigncredentials.org
www.foreigncredentials.org

FOUNDATION FOR INTERNATIONAL SERVICES, INC.

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INTERNATIONAL EVALUATION SERVICE CENTER FOR APPLIED RESEARCH, EVALUATION & EDUCATION, INC.

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JOSEF SILNY & ASSOCIATES, INC.

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Miami, FL 33173
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WORLD EDUCATION SERVICES, INC.

Attention: Documentation Center
PO Box 5087
Bowling Green Station
New York, NY 10274-5087
212-966-6311 | 212-739-6100 FAX
Email: info@wes.org
www.wes.org

ASCP Board of Certification EXAMINATIONS

JANUARY 2022

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)

Cytologist (CT)

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 Cytology (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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www.ascp.org/BOC