

DEPARTMENT OF HEALTH SERVICES

Laboratory Field Services
1111 Broadway, 19th Floor
Oakland, CA 94607-4036
(510) 873-6328



April 22, 2003

American Medical Technologists
710 Higgins Road
Park Ridge, Ill 60068-5765

Dear Mr. Christopher Damon:

We are pleased to inform you that the Department has approved American Medical Technologists as a certifying organization qualified to offer the Phlebotomy Technician Certification examination to qualified California personnel pursuant to the California Business and Professions Code, Sections 1242, 1242.5, 1246 and 1269 as well as the California Code of Regulations (CCR), Title 17, Sections 1029.31, 1029.32, 1029.33, 1029.34, 1029.108, 1029.116, 1029.124, 1029.132, 1029.133, 1029.154, 1029.195, 1031.4, 1031.5, 1031.7, 1034, and 1035.1.

Your company is fully expected to comply with the above laws in their entirety.

You **must notify this office in writing** of any changes in the 19 provisions described in CCR, Section 1031.7 (a)-(c). Notification must be received within 30 days after the change has occurred. These sections include, **but are not limited to**, the following:

1. Name and address
2. Owners, officers, board of directors, person responsible for overseeing examination
3. Dates and times of the examination
4. Any change of address of the phlebotomy training program
5. How the examination addresses the skills and knowledge that assure the competence of the candidate
6. How the examination is subject to annual review for current relevance
7. Procedures for monitoring the content, quality, validity and relevance of the examination
8. How the examination is developed and persons who participate in that development
9. Psychometric performance standards used to evaluate the examination
10. How the records of the examinees will be made available to the Department

We wish you success in this new partnership with the Department. If you have any questions, please contact me at (510) 873-6449, e-mail gwong2@dhs.ca.gov or Karen Nickel at (510) 873-6360, e-mail knickel@dhs.ca.gov.

Sincerely,

Gwen S. Wong, Examiner
Phlebotomy Program Manager

cc: Karen Nickel, Ph.D., Chief
Laboratory Field Services

Robert Thomas, Supervisor
Personnel Licensing Section