PROCEDURE: SCHOOL OF MEDICAL LAB SCIENCE   (MLS.05.04.00.00)
EFFECTIVE DATE: 1/6
REVISION DATE: 2/7, 2/10, 7/13, 3/15, 11/16, 11/17, 12/17, 5/18, 3/19, 6/19, 12/19, 4/21, 3/22, 10/23, 3/24
REVIEW DATE: 1/8, 1/9, 1/11, 2/12, 1/13, 7/14, 5/17, 4/20, 5/23

SUBJECT: BENEFITS AND EXPENSES

BENEFITS:

1.   Professional Membership

    1.1.   Students will become members of the ASCLS (American Society for Clinical Laboratory Science) and the ASCP (American Society of Clinical Pathology) during their clinical internship at no cost to the student.

2.   Scholarships/Loans

    2.1.   Scholarships are available from Saint Francis Health System, ASCP, ASCLS, and API during the clinical year.
    2.2.   Questions concerning student loans should be directed to the University Financial Office.

3.   Health Care

    3.1.   Students who become ill or have a minor injury while on Hospital premises can be treated by Employee Health Services at the cost of the student. In emergency situations, a student can be treated by the Trauma Emergency Center at the cost of the student.
    3.3.   Students without medical insurance coverage may be treated for minor injuries at Xavier Clinic at no cost.

4.   Employment

    4.1.   Student work opportunities serve as positive learning reinforcement in the laboratory.
    4.2.   Employment in the laboratory may be available to students who maintain a satisfactory academic record.
    4.3.   The student will be allowed to work only after they have demonstrated proficiency in the area.
    4.4.   The student will be scheduled to work under qualified supervision no more than eight hours per week and will be paid at the Lab Tech (Student) pay rate.
    4.5.   Refer to *Student Service Work Policy (MLS.03.04.00.00)* for more details.

5.   Printed Educational Materials

    5.1   Presentation materials will be printed for each student at no cost. Students will also have electronic access to educational materials through the program's learning management system.

6.   Liability Insurance

    6.1.   Students receive liability insurance through www.proliability.com, provided by the program. Coverage is for minimum $2,000,000 per incident and $4,000,000 aggregate.

EXPENSES:

1. Books

   1.1. A list of required textbooks will be provided to the students upon acceptance into the program.
   1.2. Students are responsible for having these textbooks before classes begin.
   1.3. Certain supplementary textbooks and workbooks will be checked out to the student; these must be returned prior to graduation.
   1.4. Books are to be purchased prior to the class start date.
   1.5 Refer to *Textbooks Purchase Policy (MLS.05.02.00.00)* for more details.

2. Uniforms

   2.1. Students are required to wear scrubs or business casual dress during lectures, clinical rotations, and program activities.
   2.2. Specific color and style of scrubs are pewter with monogrammed Saint Francis Health System logo and Laboratory Department.
   2.3. Refer to *Dress Code Policy* and *Professional Image Policy* for more details.

3. Certification Examination

   3.1. Students are encouraged to take a national certification exam after successful completion of the clinical training.
   3.2. The fee is regulated by the respective agency and is subject to change.
   3.3. Refer to www.ascp.org for more details.

4. Tuition/Fees/Refund

   4.1. An affiliated university student (3+1) will pay the current university tuition to the university. Tuition refunds are in accordance with university refund policy.
   4.2. A non-affiliated university student (4+1) who possesses a baccalaureate degree will pay an educational fee directly to Saint Francis Hospital, Inc. to cover the expense of the clinical laboratory training, according to the *Contract for Training.* Fees are non-refundable. A 1098-T tax form is not issued for clinical education fees. Amount varies per year. Total educational fee amount for the **2024-2025** academic year, according to the Regional University Systems of Oklahoma, is**: $8,406.90**

REVIEWED BY:
Program Director, School of Medical Laboratory Science