



Dear Employer,

With your cooperation, the Clinical Laboratory Sciences Department at Weber State University is providing a new innovation in clinical laboratory science education (<http://weber.edu/cls>). You are reading this letter because an individual in your employment desires to begin their clinical laboratory education. Prior to this time, an individual wanting to complete their education either had to change jobs, relocate, change employment status, or often all of the above. The Weber State University CLS Online Degree Program allows your employee to remain working full-time, complete a degree, and take national certification exams without enduring any of the scenarios previously mentioned. The program is accredited by NAACLS and offers both A.A.S. and B.S. degrees in Clinical Laboratory Sciences while fulfilling the requirements to take a national certification exam.

The didactic component of this program will be delivered utilizing the Vista WebCT delivery format. The student may access the coursework twenty-four hours a day, seven days a week. The course work adheres to the same rigorous standards as our on campus component. Students typically do best when taking a part time college load, and they need to complete the classes within the semester timeframe. Competencies (clinical rotations) are completed during this time.

The laboratory component of the program is fulfilled at the student's work facility or other approved clinical site. For this to take place, the assistance of a mentor or other approved facilitator is required. The facilitator will not serve as a clinical instructor but should be available to answer questions, serve as an evaluator, and check-off core laboratory competencies. Facilities reserve the right to assign other qualified clinical personnel to assist with the academic efforts of the student on an as needed basis. Educational support facilities (in house or public systems) should serve as proctors for online written examinations.

At the beginning of each course, the student will be given a list of clinical competencies that must be met to successfully complete the course. To view a listing of clinical competencies visit our web site <http://weber.edu/cls/degrees/online/competencies.html> . At the beginning of each semester, the student, mentor and lab manager should discuss scheduling times for the student to participate in the laboratory routine, based on when they can best fit into the workflow and complete their required tasks. To be able to complete the tasks, the student will need access to laboratory procedure manuals and laboratory instruments from your facility. As part of NAACLS accreditation regulations, the student should not work on their clinical competencies as part of their regular work duties.

We have asked each individual desiring to enter the program to procure a statement (Statement of Support) from their employer stating that the employer understands and is supportive of the student's new educational undertaking. Without the support of their employer, a student will not be allowed to enter the program.

We appreciate your support in being able to bring this innovative new program to your employee. It truly is a win-win situation for all parties involved. The student can further their career, while the laboratory can enjoy the benefits of participating in the training of a home grown laboratory professional. If you have any additional questions, please feel free to contact me.

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