

CAREER AND TECHNICAL EDUCATION CERTIFICATE

Licensure Requirement Details

MEDICAL LABORATORY TECHNICIAN #4116

Prepared by the Office Career and Technical Education

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INTRODUCTION

The following information is provided by the Department of Education to serve as a self-evaluation guide for individuals interested in applying for a career and technical education teaching certificate in the State of New Jersey using the alternate route program. The guide provides information about eligible degrees, employment experience, and self-employment experience that can be used to apply for a certificate. It also contains information regarding required state-issued licenses or credentials, when applicable. Note that this guide is not meant to be used to determine actual eligibility to apply, and it does not contain all of the requirements for an actual certificate application. For complete application information, visit the Office of Licensure and Credentials website at <http://www.nj.gov/education/educators/license/>. **Individuals who do not hold the required credentials listed on this detail page should consult Part F: Other Credentials.**

PART A: CAREER AND TECHNICAL EDUCATION CERTIFICATE AND PROGRAM

The holder of a **Medical Laboratory Technician Career and Technical Education Certificate #4116** issued by the New Jersey Department of Education is eligible to teach in the following secondary career and technical education program offered by public school districts in the State of New Jersey:

- ***Clinical/Medical Laboratory Technician, Program CIP Code #511004:*** *A program that prepares individuals, under the supervision of clinical laboratory scientists/medical technologists, to perform routine medical laboratory procedures and tests and to apply preset strategies to record and analyze data. Includes instruction in general laboratory procedures and skills; laboratory mathematics; medical computer applications; interpersonal and communications skills; and the basic principles of hematology, medical microbiology, immunohematology, immunology, clinical chemistry, and urinalysis.*

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PART B: REQUIRED STATE-ISSUED OCCUPATIONAL LICENSE OR CREDENTIAL

Currently, there are no State-issued occupational licenses or credentials required for this teaching certificate.

PART C: APPLICATION FOR CERTIFICATE USING A DEGREE

Option 1: Bachelor's degree or higher

Applicants using this option must meet all of the following requirements, and should review the requirements prior to submitting an application. The requirements include the following:

- Possession of an eligible degree with an eligible grade point average (GPA)
- Successful completion of an examination in physiology, hygiene and substance abuse issues
- Successful completion of a 24-hour introduction to teaching course

Requirements:

1. Applicants must submit the following:
 - a) An official, sealed copy of their transcript(s) for a bachelor's degree or higher in a Department-approved subject area for the certificate. Applicants must have completed at least 30 credits in a coherent sequence of courses in the subject area from a regionally accredited college or university. Examples of eligible subject areas include the following:
 - *Clinical Laboratory Sciences*
 - *Clinical Laboratory Studies*
 - *Clinical and Laboratory Technician*
 - *Clinical and Medical Laboratory Technician*
 - b) The applicant's GPA must be 2.75 or higher. Applicants with a bachelor's degree or higher who graduate on or after September 1, 2004, with a GPA that is below 2.75 in a four-year degree program, but at least 2.50 when a GPA of 4.00 equals an A grade, are eligible to apply for the career and technical education certificate by submitting evidence of a minimum of two years (4,000 hours) of eligible full-time or part-time employment as per the requirements of 1(a) – (c) in **PART D**, below.
2. Applicants must pass an examination in physiology, hygiene and substance abuse issues pursuant to *N.J.A.C. 6A:9-5.9*, including the effects of narcotics and alcohol. The examination is administered at the county offices of education. In lieu of this examination, the applicant may present basic military training or college level study in areas such as biology, health or nutrition. To obtain details regarding this examination, contact a county office of education: <http://www.state.nj.us/education/counties/>
3. Applicants must complete a 24-hour introduction to teaching course through an authorized provider, which serves as an introduction to the teaching profession for those individuals who are exploring career options. Topics include classroom management,

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lesson planning, introduction to New Jersey core curriculum content standards, and assessment of pupil progress. To obtain information regarding this requirement, read the section titled, "New Requirement for Certificate of Eligibility," on the following website:

<http://www.nj.gov/education/educators/license/advisorics/applicant.htm>

Option 2: Associate's degree

Applicants using this option must meet all of the following requirements, and should review the requirements prior to submitting an application. The requirements include the following:

- Possession of an eligible degree with an eligible grade point average (GPA)
- Possession and documentation of an eligible employment experience
- Successful completion of an examination in physiology, hygiene and substance abuse issues
- Successful completion of a 24-hour introduction to teaching course

Requirements:

1. Applicants must submit the following:
 - a) An official, sealed copy of their transcript(s) for an associate's degree in a Department-approved subject area for the certificate. Applicants must have completed at least 30 credits in a coherent sequence of courses in the subject area from a regionally accredited college or university. Examples of eligible subject areas include the following:
 - *Medical Laboratory Technology*
 - *Science Laboratory Technology*
 - *Laboratory Technology*
 - *Biological Laboratory Technology*
 - *Chemical Laboratory Technology*
 - b) Applicants with a GPA that is below 2.75 cannot apply for a certificate using their degree. In such cases, applicants must apply in accordance with the requirements of **Part D** or **Part E**, below.
2. Applicants using an associate's degree must also submit evidence of a minimum of two years (4,000 hours) of full-time or part-time employment in an eligible occupational area as per the requirements of 1(a) – (c) in **Part D**.
3. Applicants must pass an examination in physiology, hygiene and substance abuse issues pursuant to *N.J.A.C. 6A:9-5.9*, including the effects of narcotics and alcohol. The examination is administered at the county offices of education. In lieu of this examination, the applicant may present basic military training or college level study in areas such as biology, health or nutrition. To obtain details regarding this test, contact a county office of education: <http://www.state.nj.us/education/counties/>
4. Applicants must complete a 24-hour introduction to teaching course through an authorized provider, which serves as an introduction to the teaching profession for those individuals who are exploring career options. Topics include classroom management,

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lesson planning, introduction to New Jersey core curriculum content standards, and assessment of pupil progress. To obtain information regarding this requirement, read the section titled, "New Requirement for Certificate of Eligibility," on the following website: <http://www.nj.gov/education/educators/license/advisorics/applicant.htm>

PART D: APPLICATION FOR CERTIFICATE USING EMPLOYMENT EXPERIENCE

NOTICE: This employment option is only available to applicants with an approved degree listed under PART C, Option 1 or Option 2, above. Individuals who do not possess an eligible degree cannot apply for this certificate using employment experience only.

Applicants using this option must meet all of the following requirements, and should review the requirements prior to submitting an application. The requirements include the following:

- Possession and documentation of eligible employment experience*
- Successful completion of an examination in physiology, hygiene and substance abuse
- Successful completion of a 24-hour introduction to teaching course
- Possession of an eligible degree

***NOTICE:** The New Jersey Department of Education uses the federal Occupational Information Network (O*NET) as its standard for determining eligible employment experience. O*NET lists the following additional applicable job titles for the **Medical Laboratory Technician Career and Technical Education Certificate #4116:** *Medical and Clinical Laboratory Technologists, Medical Technologist, Medical Laboratory Technologist, Clinical Laboratory Scientist, Medical Laboratory Technician, Clinical Laboratory Manager, Microbiologist, Clinical Laboratory Technologist, Cytology Laboratory Manager, Medical Technician, and Research Assistant.*

Requirements:

1. Applicants must submit evidence of at least four years (8,000 hours) of eligible fulltime or part-time employment in one or more of the job titles identified above.
 - a) The eligible employment experience must be within 10 years of the date of the application submitted to the New Jersey Department of Education. Employment experience that is older than 10 years will not be accepted.
 - b) The eligible employment experience must be documented by the applicant's employer(s) using the Department of Education's Statement of Employment Experience form. If the applicant's eligible employment experience was obtained from more than one employer during the period of time for which eligible hours will be calculated, then a separate Statement of Employment Experience form must be completed by each employer. Employment experience submitted in any other format will not be accepted. Applicants may download the Statement of Employment Experience form from the Department of Education's website at the following link: http://www.nj.gov/education/educators/license/forms/voc_employer_experience.pdf
 - c) The employer(s) completing a Statement of Employment Experience form(s) will comment on the applicant's work performance and safety practices for the following

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general occupational competencies and tools as identified in the O*NET Job Description for this occupation, as follows:

TASKS:

- *Conduct chemical analysis of body fluids, including blood, urine, and spinal fluid, to determine presence of normal and abnormal components.*
- *Analyze laboratory findings to check the accuracy of the results.*
- *Enter data from analysis of medical tests and clinical results into computer for storage.*
- *Operate, calibrate and maintain equipment used in quantitative and qualitative analysis, such as spectrophotometers, calorimeters, flame photometers, and computer-controlled analyzers.*
- *Establish and monitor quality assurance programs and activities to ensure the accuracy of laboratory results.*
- *Set up, clean, and maintain laboratory equipment.*
- *Provide technical information about test results to physicians, family members and researchers.*
- *Supervise, train, and direct lab assistants, medical and clinical laboratory technicians and technologists, and other medical laboratory workers engaged in laboratory testing.*
- *Collect and study blood samples to determine the number of cells, their morphology, or their blood group, blood type, and compatibility for transfusion purposes, using microscopic techniques.*
- *Analyze samples of biological material for chemical content or reaction.*

TOOLS & TECHNOLOGY:

- *Chemistry analyzers: Automated chemistry analyzers; Automated/semi-automated dipstick analysis systems; Heterologous test systems; Homologous test systems*
- *Coagulation analyzers: Automated coagulation analyzers; Portable coagulation analyzers*
- *Hematology analyzers: 5-part differential automated hematology analyzers; Automated platelet analyzers; Hemaglobinometers; Hematology task-targeted automation TTA systems*
- *Laminar flow cabinets or stations: Laminar flow cabinets; Laminar flow hoods*
- *Phlebotomy trays or accessories: Collection tube holders/adapters; Unopettes*
- *Data base user interface and query software: Database software*
- *Electronic mail software: Email software*
- *Medical software: Laboratory information system LIS software; Specimen tracking software; Test result delivery software; Test routing software*
- *Spreadsheet software*
- *Word processing software*

Applicants will attach the above list of tasks and tools to the Statement of Employment Experience form(s) prior to submitting the form(s) to an employer(s) for

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completion. Based upon the O*NET Information page 29-2011.00 - Medical and Clinical Laboratory Technologists. O*NET website:

<http://online.onetcenter.org/link/summary/29-2011.00>

2. Applicants must pass an examination in physiology, hygiene and substance abuse issues pursuant to *N.J.A.C. 6A:9-5.9*, including the effects of narcotics and alcohol. The examination is administered at the county offices of education. In lieu of this examination, the applicant may present basic military training or college level study in areas such as biology, health or nutrition. To obtain details regarding this test, contact a county office of education: <http://www.state.nj.us/education/counties/>
3. Applicants must complete a 24-hour introduction to teaching course through an authorized provider, which serves as an introduction to the teaching profession for those individuals who are exploring career options. Topics include classroom management, lesson planning, introduction to New Jersey core curriculum content standards, and assessment of pupil progress. To obtain information regarding this requirement, read the section titled, "New Requirement for Certificate of Eligibility," on the following website: <http://www.nj.gov/education/educators/license/advisories/applicant.htm>
4. Applicants must submit an official, sealed copy of their transcript(s) for a degree in a Department-approved subject area for the certificate as identified in PART C, above. Applicants must have completed at least 30 credits in a coherent sequence of courses in the subject area from a regionally accredited college or university.

PART E: APPLICATION FOR CERTIFICATE USING SELF-EMPLOYMENT EXPERIENCE*

***NOTICE:** This employment option is only available to applicants with an approved degree listed under PART C, Option 1 or Option 2, above. Individuals who do not possess an eligible degree cannot apply for this certificate using self-employment experience only. Applicants using this option must meet all of the following requirements, and should review the requirements prior to submitting an application. The requirements include the following:

- Possession and documentation of eligible self-employment experience*
- Successful completion of an examination in physiology, hygiene and substance abuse
- Successful completion of a 24-hour introduction to teaching course
- Possession of an eligible degree

***NOTICE:** The New Jersey Department of Education uses the federal North American Industry Classification System (NAICS) as its standard for determining eligible self-employment experience. NAICS lists the following applicable code for the **Medical Laboratory Technician Career and Technical Education Certificate #4116:**

- *NAICS Code #621511 Medical Laboratories*

NAICS Website: <http://www.naics.com/censusfiles/ND621511.HTM#N621511>

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Requirements:

1. The candidate shall present a notarized letter from a tax preparer and/or an attorney verifying the following:
 - a) The applicant has at least four years (8,000 hours) of eligible self-employment in one or more of the NAICS codes identified above.
 - b) The eligible self-employment experience is within 10 years of the date of the application submitted to the New Jersey Department of Education. Self-employment experience that is older than 10 years will not be accepted.
2. Applicants must pass an examination in physiology, hygiene and substance abuse issues pursuant to *N.J.A.C. 6A:9-5.9*, including the effects of narcotics and alcohol. The examination is administered at the county offices of education. In lieu of this examination, the applicant may present basic military training or college level study in areas such as biology, health or nutrition. To obtain details regarding this test, contact a county office of education: <http://www.state.nj.us/education/counties/>
3. Applicants must complete a 24-hour introduction to teaching course through an authorized provider, which serves as an introduction to the teaching profession for those individuals who are exploring career options. Topics include classroom management, lesson planning, introduction to New Jersey core curriculum content standards, and assessment of pupil progress. To obtain information regarding this requirement, read the section titled, "New Requirement for Certificate of Eligibility," on the following website: <http://www.nj.gov/education/educators/license/advisories/applicant.htm>
4. Applicants must submit an official, sealed copy of their transcript(s) for a degree in a Department-approved subject area for the certificate as identified in PART C, above. Applicants must have completed at least 30 credits in a coherent sequence of courses in the subject area from a regionally accredited college or university.

PART F: OTHER CREDENTIALS

Individuals who possess a degree and/or employment or self-employment experience not listed on this worksheet may submit their degree and/or employment or self-employment experience along with an application for a career and technical education certificate to the Department of Education, which will review the submission in order to determine eligibility. There is a fee associated with this service. However, the Department of Education does not guarantee that credentials submitted will be accepted by the Department of Education as satisfying the requirements for a career and technical education certificate. For more information, visit the Office of Licensure and Credentials homepage at <http://www.nj.gov/education/educators/license/>

PART G: MILITARY SERVICE/TROOPS TO TEACHERS

Individuals with military service may have obtained qualifying employment experience, education, and/or training during their military service via the New Jersey Troops to Teachers

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program. The Troops to Teachers program (TTT) assists eligible military personnel with the transition to a new career as public school teachers. The New Jersey TTT office will provide participants with counseling and assistance regarding certification requirements, routes to state teacher certification and employment leads. For information, contact the New Jersey Department of Education Troops to Teachers office at 800-680-0884 or e-mail ttnj@doe.state.nj.us
New Jersey Troops to Teachers Website: <http://www.nj.gov/njded/ttnj>

PART H: ARE YOU LOOKING FOR A TEACHING JOB IN NEW JERSEY?

Visit NJHire today, the New Jersey Department of Education's free education recruitment website. NJ HIRE Website: <http://www.njhire.com>

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