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**SITE TOUR (LAB) FORM – MEDICAL LABORATORY ASSISTANT PROGRAM**

Red Deer College

100 College Blvd.

Box 5005

Red Deer, Alberta

CANADA T4N 5H5

Telephone: 403.342.3400

Fax: 403.357.3660

Web-site: www.rdc.ab.ca

*The personal information**that you provide on this form is being collected under the authority of the Post-Secondary Learning Act and the Freedom of Information and Protection of Privacy Act of Alberta. It will be used to determine your eligibility for admission to the Program. The information will be protected in compliance with the provisions of the Freedom of Information and Protection of Privacy Act of Alberta. The information will be retained by the department in accordance with approved Information Management guidelines, after which it will be destroyed in a secure manner. If you have any questions about the collection and use of this personal information, please contact the Registrar, Red Deer College, 100 College Blvd., Box 5005, Red Deer, Alberta, T4N 5H5, Telephone: 403.342.3593.*

**GUIDELINES**

Applicants must visit a hospital clinical laboratory. Completion of a Site Tour confirmation form must be signed by the tour lead. You must submit your completed Site Tour form to the Office of the Registrar.

It is essential that anyone applying to the Medical Laboratory Assistant Program has a clear understanding of the educational program as well as the responsibilities of Medical Laboratory Assistant professionals. This report allows you to detail your understanding of the profession and appreciate the nature of the career.

You now need to book an appointment to tour one of the three Medical Laboratories listed below: Red Deer Regional Hospital Centre, Rocky Mountain House Hospital and Care Centre or Drumheller Health Centre.

**MEDICAL LABORATORY FACILITIES**

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| Red Deer Regional Hospital Centre (RDRHC) – Medical Laboratory  Red Deer Regional Hospital Centre  3942 50A Ave  Red Deer, AB T4M 4E7  **Call the RDC Registrar’s office at 403.342.3400 to book a tour with the RDRHC – Medical Laboratory** |

To tour one of the facilities below, make an appointment with the contact person listed.

|  |  |
| --- | --- |
| Drumheller Health Centre  351 9 Street NW  Drumheller, Alberta, T0J 0Y1  Attention: Donna Duncalf  403.820.7229 | Rocky Mountain House Hospital and Care Centre  5016 52 Avenue  Rocky Mountain House, Alberta T4T 1T2  Attention: Laura Mitchler  403.844.5275 |

To complete a site tour in your community, you must tour a hospital clinical lab. Please contact the lab supervisor in that facility to arrange a tour.

If you have any additional questions regarding this form please contact the Medical Lab Assistant Program at Red Deer College; Pamela Schlosser – pamela.schlosser@rdc.ab.ca

After your tour, complete this form and ensure it is signed and dated by the Tour Provider. Once completed, submit the form to the Office of the Registrar at RDC. This can be submitted in person, scanned and emailed to [admissions@rdc.ab.ca](mailto:admissions@rdc.ab.ca), by fax (403.357.3660), or by mail to the Office of the Registrar at the address listed below. Please ensure that your application and application fee are submitted prior to or with this form. Applications to the Medical Laboratory Assistant program will not be considered for admission until all required supporting documentation has been received in the Office of the Registrar.

**Office of the Registrar**

**100 College Boulevard**

**Box 5005**

**Red Deer, AB T4N 5H5**

**Fax: 403.357.3660**

# Student CONTACT INFORMATION

|  |  |  |  |
| --- | --- | --- | --- |
| LAST NAME | | FIRST NAME | |
| DATE (YYYY-MM-DD) | | RDC ID NUMBER (IF APPLICABLE) | |
| STREET | | CITY | |
| PROVINCE | POSTAL CODE | | PHONE NUMBER |
| E-MAIL ADDRESS | | | |

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| Please answer the following questions regarding the facility visit for your Site (Lab) Tour. |
| FACILITY NAME |
| FACILITY LOCATION |
| NAME OF TOUR PROVIDER |
| SIGNATURE OF TOUR PROVIDER |
| DATE |

**ACKNOWLEDGEMENT**

|  |  |
| --- | --- |
| APPLICANT’S SIGNATURE | DATE |

Site Tour (Lab) Form– Medical Laboratory Assistant Program Page 2 09/17 