



# Lab Technician



## Lab Technician

Secure your future as a successful and professional Lab Technician, grasping the ropes to practical clinical data management skills, clinical coding, and much more with the help of this comprehensive Lab Technician bundle!

From the fundamentals of Sterilisation, Disinfection and Decontamination to the complexities of time management, clinical coding, and clinical data management, this premium Lab Technician bundle has it all! You'll gain the competency to achieve success effortlessly in no time! On top of that, the skills you gain will immensely benefit you in your personal life. Isn't that a bargain worth the grab?!

Therefore, this exclusive Lab Technician bundle is your ultimate key to success. Ensure you become one of the most prominent Lab Technicians out there by enrolling today!

CPD accredited Lab Technician bundle is the most comprehensive bundle on Lab Technician now available online, offered by Skill up to upskill you with core to advanced Lab Technician ideas for your utmost level proficiency in implying the newly gained knowledge efficiently wherever needed and escalate yourself as a peerless potential in the Lab Technician promising industry.

Sign up for the all-inclusive Lab Technician bundle, and experience relentless development of in-demand knowledge, skills and strategies within you!

### **Learning Objectives of Lab Technician Bundle:**

- Gain in-depth knowledge of medical laboratory services.
- Familiarise yourself with all the necessary laboratory equipment.
- Gain excellent English skills for healthcare.
- Be able to sterilise, disinfect, and decontaminate effectively as a lab technician.
- Raise awareness of European regulations on medical devices.
- Be able to develop Inpatient DRG as a lab technician.
- Gain a solid understanding of root operations.
- Secure solid knowledge of safeguarding as a clinical specialist.
- Familiarise yourself with PCS and much more!



## Lab Technician Specialities

- 38 hours of instant video lectures and downloadable resources.
- Affordable premium-quality E-learning content, you can learn at your own pace.
- You will receive 11 completion certificates upon completing the Lab Technician bundle.
- Internationally recognised Accredited Qualification will boost up your resume.
- You will learn the researched and proven approach of Lab Technician adopted by renowned experts.

## Assessment

After completing all the modules of the Lab Technician your learning will be assessed by an automated multiple-choice based exam. You may choose to participate in a Mock Exam before attending the course completion Final Exam with absolutely no extra cost.

## Certificate

This Lab Technician bundle comes with FREE PDF Certificates, PDF Transcripts, which makes it the perfect value for money. You can also claim a Hard Copy certificate for only £10.99.

Being loaded with up-to-date knowledge and techniques, this self-paced Lab Technician bundle by Skill Up is truly ideal for all the aspiring professionals.

Let your eLearning experience meet the utmost satisfying level by enrolling in our premium Lab Technician now!

## **This Lab technician Bundle Consists of the Following Courses:**

- Course 1: Laboratory Expert Diploma
- Course 2: English for Healthcare
- Course 3: Clinical Coding & Medical Administration
- Course 4: Clinical Data Management – Using SAS Programming
- Course 5: Medical Terminology
- Course 6: European Medical Device Regulations
- Course 7: Clinical Coding Training: Develop Inpatient DRG
- Course 8: Communication Skills in Medical Care
- Course 9: Clinical Coding Inpatient Training: DRG-PCS
- Course 10: Safeguarding Clinical Specialist
- Course 11: Time Management: Step By Step Training

## **Curriculum Breakdown of the Premium Courses:**

### **➤ Laboratory Expert Diploma**

- Module 01: Introduction to the Course
- Module 02: Medical Laboratory Services
- Module 03: Laboratory Equipments (Part-01)
- Module 04: Laboratory Equipments (Part-02)
- Module 05: Microscope and How to Use It
- Module 06: Solutions Used in Clinical/Medical Laboratory
- Module 07: Sterilisation, Disinfection and Decontamination
- Module 08: Basic Haematology
- Module 09: Basic Haemostasis (Coagulation)
- Module 10: Basic Immunology and Immunoematology

- Module 11: Urinalysis
- Module 12: Basic Clinical Chemistry
- Module 13: Basic Clinical Microbiology
- Module 14: Basic Parasitology
- Module 15: Laboratory Accidents and Safety
- Module 16: Quality Assurance

## ➤ English for Healthcare

### Part-1: Basic Vocabulary

- Human Body Vocabulary with Pictures
- Equipment, Instruments and Lab Tests
- Acronyms and Abbreviation

### Part 2- Medical Terminology

- Digestive System
- Cardiovascular System
- Blood and Immunity System
- Respiratory System
- Musculoskeletal System
- Central Nervous System

### Part 3- Medical Communication Skills and Strategies

- Professional Communication and Behaviour
- Interviewing Techniques
- Adapting Communication to a Patient's Ability to Understand

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## ➤ **Clinical Coding & Medical Administration**

- Module 1: Clinical Coding and Billing
- Module 2: Introduction to Medical Administration
- Module 3: Medical Jargon and Terminology
- Module 4: Organise Schedules
- Module 5: Maintaining Medical Records
- Module 6: Effective Filing Systems in Medical Offices
- Module 7: National Clinical Coding Standards ICD-10
- Module 8: OPCS-4
- Module 9: Confidentiality in a Medical Environment
- Module 10: Controlling Stocks and Supplies
- Module 11: Information Technology in Health Care
- Module 12: National Clinical Coding Qualification (UK)
- Module 13: Legal Aspects and Ethics

## ➤ **Clinical Data Management - Using SAS Programming**

### Course Promo

- Course Promo

### Unit 01: Introduction

- 1.1 Components of the Pharma Industry
- 1.2 Phases of Clinical Trials
- 1.3 Data and Reports in Clinical Trials
- 1.4 Types of Data

### Unit 02: Knowledge on Clinical Study Documents

- 2.1 Clinical Study Protocol
- 2.2 Ethical Consent
- 2.3 Inclusion-Exclusion Criteria
- 2.4 Statistical Analysis Plan: SAP, Mockshell and CRF

### Unit 03: Developing the Clinical Study Reports

- 3.1 General SAS Programming Steps
- 3.2 One Search Report: Demographics Table
- 3.3 Understanding the Demographics Table
- 3.4 Programming the Demographics Table
- 3.5 Importing Raw Demographic Data into the SAS
- 3.6 Deciding what Procedure to Use
- 3.7 Deriving the AGE variable
- 3.8 Obtaining Summary Statistics for AGE
- 3.9 Adding the 3rd Treatment Group using Explicit Output
- 3.10 Deriving the SEX variable
- 3.11 Obtaining Summary Statistics for SEX
- 3.12 Concatenating the COUNT and PERCENT Variables
- 3.13 Deriving the RACE Variable
- 3.14 Obtaining Summary Statistics for RACE
- 3.15 Stacking All the 3 Summary Statistics Together
- 3.16 Fixing the Precision Points
- 3.17 Transposing Data
- 3.18 Fixing the Order of Statistical Parameters
- 3.19 Building the Final Report
- 3.20 Putting the Final Touches to the Report

### ➤ Medical Terminology

- Module 1 : Human Body Vocabulary with Pictures

- Module 2 : Equipment, Instruments and Lab Tests
- Module 3 : Acronyms and Abbreviation
- Module 4 : Digestive System
- Module 5 : Cardiovascular System
- Module 6 : Blood and Immunity System
- Module 7 : Respiratory System
- Module 8 : Musculoskeletal System
- Module 9 : Central Nervous System
- Module 10: Professional Communication and Behaviour
- Module 11: Interviewing Techniques
- Module 12: Adapting Communication to a Patient's Ability to Understand

### ➤ **European Medical Device Regulations**

- Module 1: Overview to European Regulations on Medical Devices
- Module 2: Essential Components of EU MDR
- Module 3: Reporting Requirements and Identification
- Module 4: Quality System in Medical Device Regulation

### ➤ **Clinical Coding Training: Develop Inpatient DRG**

#### Unit 01: Introduction

- EPS
- Laparoscopic Appendectomy
- Colonoscopy
- PTCA
- EGD
- ORIF





## Unit 02: PCS 3M Workshop

- Hemodialysis, MV, and CPR
- Delivery Procedure
- Pneumothorax
- Total Hip Arthroplasty and Total Knee Arthroplasty
- Abortion Procedure

## Unit 03: PCS 3M Workshop

- ERCP
- Cardiac Cath
- Ileostomy Takedown
- Laparoscopic Cholecystectomy, converted to open and Robotic Procedures
- D&C

## Unit 04: PCS 3M Workshop

- Spinal Fusion
- New-born
- Cardioversion, Arterial line placement and IVC filter
- Thyroidectomy (near to Total)
- PICC line

## Unit 05: PCS 3M Workshop

- Colostomy formation
- Amputation
- Failed Procedures
- Chemotherapy

## ➤ **Communication Skills in Medical Care**

- Module 1. Introduction to Health and Social Care
- Module 2: Communication and its Relevance

- Module 3: Importance of Communication in Healthcare
- Module 4: Professional Communication and Behaviour
- Module 5: Interviewing Techniques
- Module 6: Adapting Communication to a Patient's Ability to Understand
- Module 7: Confidentiality in a Medical Environment
- Module 8: Human Body Vocabulary with Pictures
- Module 9: Equipment, Instrument and Lab Tests
- Module 10: Legal aspects and Ethics
- Module 11: Medical Jargon and Terminology
- Module 12: Acronyms and Abbreviation

## ➤ **Clinical Coding Inpatient Training: DRG-PCS**

### Unit 01: PCS Introduction

- What is PCS?
- PCS Reasons and Modifications
- PCS step by step
- Quick UNLEARNING before learning IP DRG
- Quick Learning

### Unit 02: Section Relates to Type of Procedure

- Character 1 Section Relates to Type of Procedure

### Unit 03: Body System Refers to General Body System

- Character 2 Body System Refers to General Body System

### Unit 04: Root Operation Part-1

- Root Operations Introduction
- ALTERATION
- BYPASS


- CHANGE
- CONTROL
- 00:02:00
- CREATION
- DESTRUCTION
- DETACHMENT
- DILATION
- DIVISION

#### Unit 05: Root Operation Part-2

- DRAINAGE
- EXCISION
- EXTIRPATION
- EXTRACTION
- FRAGMENTATION
- FUSION
- INSERTION
- INSPECTION
- MAP
- OCCLUSION
- REATTACHMENT

#### Unit 06: Root Operation Part-3

- RELEASE
- REMOVAL
- REPAIR
- REPLACEMENT
- REPOSITION
- RESECTION
- RESTRICTION
- REVISION
- SUPPLEMENT
- TRANSFER
- TRANSPLANTATION



## Unit 07: Body Part

- Character 4 Body Part

## Unit 08: Approach

- Open
- Percutaneous
- Percutaneous Endoscopic
- Via Natural or Artificial Opening
- Via Natural or Artificial Opening Endoscopic
- Via Natural or Artificial Opening with percutaneous endoscopic assistance
- External

## Unit 09: Device

- Character 6 Device

## Unit 10: Qualifier

- Character 7 Qualifier

## Unit 11: Other PCS Root Operations

- Obstetrics
- Placement
- Measurements and Monitoring
- Extracorporeal Assistance and Performance
- Extracorporeal Therapies
- Osteopathic, Other Procedures & Chiropractic

## Unit 12: Conclusion

- 3T Technique
- IP DRG PCS

### ➤ **Safeguarding Clinical Specialist**

- Module 1: Introduction to Safeguarding

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- Module 2: Safeguarding Vulnerable Adults: Policy, Roles and Responsibilities
  - Module 3: Laws and Guidance
  - Module 4: The Mental Capacity Act
  - Module 5: Understanding the Importance of Communication in Care
  - Module 6: Child Abuse
  - Module 7: Sexual Abuse
  - Module 8: Understanding Abuse and Neglect
  - Module 9: Risks and Risk Assessment
  - Module 10: Responding to Disclosure and Reporting
  - Module 11: Record Keeping

## ➤ **Time Management : Step By Step Training**

### Section 01: Welcome & Getting Started


- Introduction to Time Management: Step-by-Step
- Getting Help

### Section 02: Choosing Your Time Tools

- What Tools Will I Need?
- Should I Use Print or Software Time Tools?
- General Factors When Choosing Software
- Choosing a Time Management System
- Choosing a Contact Management System
- Choosing a Calendar
- Choosing a Notes System
- Choosing a Time Tracker
- Make Your Choices

### Section 03: Planning Your Work

- Time for Planning
- What is Your REAL Job?

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- Identifying Your Work Categories
  - Setting Blocks of Time for Each Category
  - The Carousel Method for Projects
  - Goals and Outcome Setting
  - The Power of Outlining
  - Mind Mapping for Planning and Brainstorming

#### Section 04: Reducing Distractions

- How Distractions Cripple Productivity
- Why Time Tracking is Critical to Success
- Reducing Email Distractions
- Social Media & App Distractions
- People Interruptions
- Telephone Distractions

#### Section 05: Creating Focus

- Taming Your Monkey Mind
- Getting It All Out of Your Head
- How Batching Gets More Done
- Using a Countdown Timer to Achieve Focus
- Discipline and Will Power
- Create an Office Power Hour

#### Section 06: Handling Tasks Effectively

- Analyzing Tasks
- How to Prioritize Tasks
- Visualizing and Organizing Your Tasks
- The Power of Checklists
- The Two Minute Rule
- Should I Go Paperless?
- Telephone Time Tips



## Section 07: Delegating Effectively

- Introduction to Delegating Effectively
- Delegating Tasks – Analyze First
- Delegating – Best Practices
- Why Delegating Fails
- Hiring vs. Outsourcing
- Fast Lazy Way to Create PowerPoints

## Section 08: Inbox Zero Email Mastery

- Welcome to Inbox Zero Email Mastery
- Stopping Email Interruptions
- Sorting Your Inbox Daily
- Stop Working in Your Inbox
- Email Analysis
- Dumping Unneeded Emails
- Delegating Emails
- Scheduling Emails
- Finish the Most Important Emails First
- Email Handling & Reply Tips
- Email Replies in Seconds Using Text Expanders
- Second Priority Level Emails
- Stop Digital Filing & Embrace Search
- Handling Reading/Resource Emails
- Reduce Internal Emails with Task Management Systems
- Reducing Customer Emails with Support Ticket Systems
- How to Use Email Filters to Save Time
- Best Practices for Internal Email
- Outsource Your Email with Personal/Virtual Assistants

## Section 09: Effective Meetings

- Introduction to Effective Meetings

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- The Importance of an Agenda
  - Having the Right People at the Meeting
  - Setting Ground Rules for the Meeting
  - Preparing Reports before Meeting
  - Capturing Meeting Notes
  - Starting on Time
  - Getting Attendees Involved
  - Keeping the Meeting on Track
  - Creating an Action Plan
  - No “Anything Else?” Questions
  - End Meetings on Time
  - After Meeting Follow Up
  - Online Meeting Tips
  - Dealing with Controversial Topics

#### Section 10: Automating Your Work

- The Importance of Automation
- Getting Started with Automation
- Automating with Text Expanders

#### Section 11: Work/Life Balance

- Introduction to Work/Life Balance
- Work Life Balance Steps 1-5
- Work Life Balance Steps 6-8

#### Section 12: Student Time Tips

- Student Time Planning
- Creating Focus for Students
- Learning Tips for Students