

TECHNOLOGIST IN MICROBIOLOGY

EXPERIENCE DOCUMENTATION FORM (Routes 2 & 4)

PART I (TO BE COMPLETED BY APPLICANT)

Applicant's Name	ASCP Customer ID #
Address	Email Address
City, State, Zip Code	Last Four Digits of Applicant's Social Security #

PART II (MUST BE COMPLETED AND SIGNED BY THE IMMEDIATE SUPERVISOR OR LABORATORY MANAGEMENT* IN ORDER TO BE ACCEPTABLE)

SUBJECT: VERIFICATION OF EXPERIENCE FOR EXAMINATION ELIGIBILITY

This individual, identified above, has applied for the Board of Certification Technologist in Microbiology examination. In order to establish this applicant's eligibility for certification, the following information is necessary:

1. PLEASE COMPLETE: EXPERIENCE (INCLUDING ON-THE-JOB TRAINING)

Date experience **started** in Microbiology: Month _____ Day _____ Year _____
Date experience **ended** in Microbiology: Month _____ Day _____ Year _____
How many hours per week in Microbiology? _____

2. **DIRECTIONS:** Please review the experience of this applicant. A Technologist in Microbiology must demonstrate competency in moderate and high complexity testing. Please place an **X** by each area in which this applicant has demonstrated competency under your supervision by using **The Guidelines for Evaluating Experience of a Candidate for Technologist in Microbiology**. (NOTE: It is the applicant's responsibility to ensure experience is documented in **3** of the 6 areas listed below.)

_____ Bacteriology	_____ Mycobacteriology
_____ Molecular Microbiology	_____ Parasitology
_____ Mycology	_____ Virology

3. BY SIGNING THIS FORM, I AS THE IMMEDIATE SUPERVISOR OR LABORATORY MANAGEMENT* VERIFY THAT THIS APPLICANT HAS PERFORMED SATISFACTORILY IN THE MICROBIOLOGY AREAS CHECKED ON THIS FORM.

(Please Print) Immediate Supervisor or Laboratory Management* Name & Credential(s)	Title
Immediate Supervisor or Laboratory Management* Signature	Date
Telephone Number	Email Address
Institution	
City, State	Zip Code

BE SURE TO INCLUDE A LETTER OF AUTHENTICITY FROM YOUR IMMEDIATE SUPERVISOR OR LABORATORY MANAGEMENT* WITH THIS EXPERIENCE DOCUMENTATION FORM. THE LETTER OF AUTHENTICITY MUST BE PRINTED ON ORIGINAL LETTERHEAD. IT MUST STATE THAT THE EXPERIENCE DOCUMENTATION FORM WAS COMPLETED, SIGNED AND DATED BY YOUR IMMEDIATE SUPERVISOR OR LABORATORY MANAGEMENT*.

**Management is defined as someone in a management role who can verify technical experience.*

See www.ascp.org/boc/us-documentation for submission instructions.

GUIDELINES FOR EVALUATING EXPERIENCE OF A CANDIDATE

TECHNOLOGIST IN MICROBIOLOGY

To qualify for certification as a Technologist in Microbiology, the applicant should be competent in **ALL** of the tests and procedures indicated in **3** of the 6 areas of experience listed below. The Technologist in Microbiology should have the equivalent microbiology knowledge of a graduate of an accredited Medical Laboratory Scientist program.

AREA OF EXPERIENCE	EXTENT OF EXPERIENCE
BACTERIOLOGY	• Specimen evaluation and processing • Microscopic examination of specimens • Media selection • Culture evaluation • Manual, automated, and/or molecular methods for detection and identification of microorganisms • Antibiotic susceptibility testing • Instrument preventive maintenance and troubleshooting • Quality control / assurance • Laboratory safety • Problem solving / troubleshooting
MOLECULAR MICROBIOLOGY	• Specimen evaluation and processing • Prevention of nucleic acid contamination • Nucleic acid extraction methods (manual and automated)* <i>* Competency may be demonstrated through performance, observation, or simulation.</i> • Manual and/or automated detection and identification methods • Instrument preventative maintenance and troubleshooting • Quality control / assurance • Laboratory safety • Problem solving / troubleshooting
MYCOLOGY	• Specimen evaluation and processing • Microscopic examination of specimens • Media selection • Culture evaluation to include the recognition of yeasts and molds in bacteriology cultures • Manual, automated, and/or molecular methods for detection and identification of microorganisms* <i>* Competency may be demonstrated through performance, observation, or simulation.</i> • Instrument preventive maintenance and troubleshooting* <i>* Competency may be demonstrated through performance, observation, or simulation.</i>

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	• Quality assurance / control • Laboratory safety • Problem solving / troubleshooting
MYCOBACTERIOLOGY* <i>*Competency may be demonstrated through performance, observation, or simulation.</i>	• Specimen evaluation and processing • Microscopic examination of specimens • Media selection • Culture evaluation • Manual, automated, and/or molecular methods for detection and identification of microorganisms • Instrument preventive maintenance and troubleshooting • Quality assurance / control • Laboratory safety • Problem solving / troubleshooting
PARASITOLOGY* <i>*Competency may be demonstrated through performance, observation, or simulation.</i>	• Specimen evaluation and processing • Microscopic and macroscopic examination of specimens • Manual, automated, and/or molecular methods for detection and identification of microorganisms • Quality assurance / control • Laboratory safety • Problem solving / troubleshooting
VIROLOGY	• Specimen evaluation and processing • Manual, automated, and/or molecular methods for detection and identification of microorganisms • Quality assurance / control • Laboratory safety • Problem solving / troubleshooting