

**1. TITLE OF THE CERTIFICATE (DE)<sup>(1)</sup>**
**Zeugnis Laborassistenz**
<sup>(1)</sup> in original language

**2. TRANSLATED TITLE OF THE CERTIFICATE (EN)<sup>(2)</sup>**

Certificate Laboratory Assistance

<sup>(2)</sup> If applicable. This translation has no legal status.

**3. PROFILE OF SKILLS AND COMPETENCES**

Performance of automated and simple manual analyses of routine parameters within the framework of standardised laboratory tests on a doctor's orders and under supervision.

The graduate

1. has basic knowledge of anatomy and (patho)physiology, clinical chemistry, immunology, haematology and haemostaseology and understands the relevant biomedical/medical terminology;
2. is able to integrate into a line organisation/hospital;
3. is familiar with typical structural and process organisations in and around the laboratory (including cleaning and waste disposal plan) and the role and function of laboratory assistants in the laboratory sector;
4. is familiar with the work steps of pre-analytics, analytics and post-analytics within the framework of metabolic and organ diagnostics and is able to distinguish and differentiate the related tasks and activities of doctors, biomedical analysts and laboratory assistants;
5. is able to take blood from veins or capillaries;
6. properly handles samples (including handling of highly infectious samples as well as archiving and disposal);
7. is familiar with the basic principles of sample shipment and the shipment methods required for specific types of samples;
8. is able to prepare reagents, calibrators as well as test and control materials and to perform manual and automated analyses of routine parameters based on his/her knowledge of laboratory methods and the learnt operation of (frequently used) equipment;
9. is familiar with reference/control values used in quality control as well as the measures to be taken in case of deviating control values;
10. acts in line with the provisions on sterility and hygiene;
11. acts within the legal and technical limits of his/her profession;
12. recognises the importance of a culturally sensitive and patient-oriented attitude in action situations;
13. applies basic communication skills in contact with patients and in the team.

**4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE<sup>(3)</sup>**

Employment by hospitals; employment by other establishments under medical or nursing management or supervision that specialise in the prevention, diagnosis or treatment of diseases or in follow-up care, nursing of persons needing care or in collecting blood or blood components; employment by medical practitioners and group practices; employment by a self-employed biomedical analyst or radiology technologist; employment by public health authorities or research, science, industry and veterinary services.

<sup>(3)</sup> if applicable

**(\*) Explanatory note**

This document has been developed with a view to providing additional information on individual certificates; it has no legal effect in its own right. These explanatory notes refer to Decision No. 2241/2004/EC of the European Parliament and the Council of 15 December 2004 on a single Community framework for the transparency of qualifications and competences (Europass).

Any section of these notes which the issuing authorities consider irrelevant may remain blank.

More information on transparency is available at: <http://europass.cedefop.europa.eu> or [www.europass.at/](http://www.europass.at/)

<b>5. OFFICIAL BASIS OF THE CERTIFICATE</b>	
<b>Name and status of the body awarding the certificate</b> School for medical assistant professions or course on laboratory assistance; for the address, see the certificate	<b>Name and status of the national/regional authority providing accreditation/recognition of the certificate</b> Federal Ministry of Labour, Social Affairs, Health and Consumer Protection
<b>Level of the certificate (national or international)</b> ISCED 351 Certificate pursuant to Article 11 (b) of Directive 2005/36/EC	<b>Grading scale / Pass requirements</b> Rating of the performance at the final exam before the examination commission "mit ausgezeichnetem Erfolg bestanden" (pass with distinction) "mit gutem Erfolg bestanden" (good pass) "bestanden" (pass) "nicht bestanden" (fail)
<b>Access to next level of education/training</b> Education in qualified medical assistance	<b>International agreements</b>
<b>Legal basis</b> <i>Medizinische Assistenzberufe-Gesetz</i> (Act on Medical Assistant Professions), Federal Law Gazette I No. 89/2012 <i>MAB-Ausbildungsverordnung</i> (Ordinance on Education and Training for Medical Assistant Professions), Federal Law Gazette II No. 282/2013	

<b>6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE</b>
Training in laboratory assistance under the <i>MAB-Ausbildungsverordnung</i> (Ordinance on Education and Training for Medical Assistant Professions)
<p><b>Additional information</b></p> <p><b>Entry requirements:</b> Successful completion of the ninth school grade or passed basic education exam, medical fitness; trustworthiness</p> <p><b>Duration of education:</b> min. 1300 hours</p> <p><b>Theoretical instruction:</b> <u>Subjects:</u> First aid and wound dressing; introduction to the healthcare system, including healthcare professions; ethical aspects of healthcare; introduction to general hygiene; applied ergonomics; health protection and promotion; communication and team work; medical terminology and documentation; anatomy and (patho)physiology: organ systems; general laboratory methods, including sample preparation and automated analytics; general chemical, clinical-chemical and immunological foundations; foundations of infectiology and hygiene, including disinfection and sterilisation; legislation relevant for the profession</p> <p><b>Practical training:</b> Hospital, specialist surgeries, specialist group practices: laboratory sector</p> <p><b>Principles of education and training:</b> <u>Theoretical instruction:</u> Orientation to situations and actions in discussing topics, issues and problems in training; learning from examples to give preference to developing and understanding basic principles and fundamental knowledge over frequently superficial knowledge transfer; consideration of the didactic principle "from simple to complex issues"; promotion of key competences as a prerequisite of the situation-specific application of professional competence in the fields of activities, including situational competence for actions in interpersonal relations; work in teams and small groups in order to practice skills and techniques, to reflect on attitudes, opinions, views, behaviours and experiences and to make them useful for further learning processes; consideration of principles of adult education; application of modern teaching, learning and examination methods; integration of theoretical and practical training to permit an optimal theory-practice transfer. In this context, it has to be ensured that within the framework of practical training, skills are only applied in patient care after the theoretical instruction relevant for the subject field in question.</p> <p><u>Practical training:</u> The course participants/students are integrated in a team in practical training and actively participate in the relevant activities. To ensure an optimal theory-practice transfer, the guidance they receive in the course of traineeships is provided in agreement with and with continuous feedback to the course or school. This requires didactic preparation, implementation, follow-up, reflexion and evaluation. The competences acquired during practical training are documented by the course participants or students and signed off by teachers or healthcare professionals or the person responsible for training. Within the framework of practical training, the course participants or students are only assigned activities that are directly related to their training. Healthcare professionals may provide guidance to a maximum of three course participants or students at the same time in the course of practical training. A sufficient number of suitable in-service training places is to be ensured by appropriate arrangements, such as cooperation agreements or other suitable measures. An in-service training place is suitable if the acquisition of the competences planned for the traineeship in question is ensured. In planning and organising the traineeships, the objective is that practical training is provided at a minimum of two in-service training places. The suitability of an in-service training place has to be ensured with a view to occupational safety and health.</p> <p><b>More information</b> (including a description of the national qualification system) is available at: <a href="http://www.zeugnisinfo.at">http://www.zeugnisinfo.at</a> and <a href="http://www.bildungssystem.at">http://www.bildungssystem.at</a> <b>National Europass Centre:</b> <a href="mailto:europass@oead.at">europass@oead.at</a> Ebendorferstraße 7, A-1010 Vienna; Tel. + 43 1 53408 ext. 684 or 685</p>