



SCHOOL OF HEALTH SCIENCES

# **MEDICAL LABORATORY ASSISTING PROGRAM**

# Career Investigation Report



## Guidelines

It is essential that anyone applying to the Medical Laboratory Assisting Program have a clear understanding of the educational program as well as the responsibilities of Medical Laboratory Assisting professionals. This questionnaire allows you to detail how you came to the decision that you are serious about becoming a member of this profession. Include as much relevant information as possible using ONLY this form and complete all sections.

Please submit a typed Career Investigation Report; handwritten submissions will be rejected. Once you have completed the report, you must send it to the Registrar's Office, along with your official transcripts, to be added to your admissions file. Applications to the Medical Laboratory Assisting program will not be considered for admission until all required supporting documentation has been received in the Registrars' Office, **no later than September 30<sup>th</sup> for the January intake, or March 31<sup>st</sup> for the September intake.**

You can submit your Career Investigation Report by uploading a saved copy through the MyNAIT Portal. For detailed instructions on how to submit your Career Investigation Report online, please visit [www.nait.ca/careerinvestigation](http://www.nait.ca/careerinvestigation). In this case you do not need to sign the last page of the form. Alternatively a printed and signed hard copy of the report can be submitted in person or by mail to the Registrar's Office at the address below:

Office of the Registrar  
11762-106 St. NW, Suite 1000  
Edmonton, AB T5G 3H1

Name: \_\_\_\_\_ Date: \_\_\_\_\_



## Section 1:

In order to prepare your career investigation report, the following activities are *suggested*.

### 1. Program Information Sessions at NAIT

Check the website at <http://www.nait.ca/prospective/info-sessions.htm> to obtain details on Information Session dates and times.

### 2. Tour of Medical Laboratory Facilities

Visit at least one of the Medical Laboratories listed below. To register for a tour, make an appointment with the contact person listed. It would definitely be to your benefit to take advantage of as many tours as you can. *Please cancel your appointment if unable to attend.*

#### Contacts for Clinical Visits/Tours:

DynaLIFE<sub>DX</sub> Medical Laboratories  
#200, 10150 - 102 Street  
Edmonton, Alberta T5J 5E2  
Attention: Administrative Assistant  
(780) 451-3702 ext. 3235

Red Deer Regional Hospital Centre  
3942-50A Avenue  
Red Deer, Alberta T4M 4E7  
Attention: Melode Banks  
(403) 309-2894

Wainwright Regional Health Centre  
530 - 6 Avenue  
Wainwright, Alberta T9W 1R6  
Attention: Kathy Eyben  
(780) 806-2021

St. Mary's Hospital  
4607-53 Street  
Camrose, Alberta T4V 1Y5  
Attention: Lynn Lyseng  
(780) 679-6100

Westlock Hospital and Health Centre  
10220-93 Street  
Westlock, Alberta T7T 2G4  
Attention: Cathy Pon  
(780) 349-3301

Westaskiwin Hospital and Health Centre  
6910 - 47 Street  
Westaskiwin, Alberta T9A 3N8  
Attention: Sherry Krause  
(780) 361-4166

### 3. Additional activities:

Attend a local career fair. Meet with a career/guidance counselor. Visit related laboratory facilities to get as much information on the career as possible.

### 4. For further information, contact the NAIT Medical Laboratory Assisting Program by email at [mla@nait.ca](mailto:mla@nait.ca).



## Section 2 (for scoring):

Please answer all questions in this section.

- 1) As a part of your career investigation, did you visit NAIT within the last 12 months?

Yes

No

If yes, which activities did you attend?

- a. Open House Display Date: \_\_\_\_\_
- b. Career Information Session Date: \_\_\_\_\_
- c. Individual Career Counseling Date: \_\_\_\_\_
- d. Other (please give details):  
(300 Character limit)

- 2) As a part of your career investigation, did you visit a Medical Laboratory Department within the last 12 months?

Yes

No

If yes, please give details. (e.g. location, date, contact person)

Location: \_\_\_\_\_

Date: \_\_\_\_\_

Name and contact information of the facilitator:  
(300 Character limit)



## Section 2 (continued):

- 3) If you have searched internet sites for information on this career, please list the web addresses.  
(400 Character limit)
  
- 4) If you have spoken to healthcare providers regarding this career, please list their names and designations.  
(400 Character limit)
  
- 5) While researching this field, what did you learn? What did the people like most/least about their career?  
(600 Character limit)
  
- 6) What hours of the day are Medical Laboratory Assistant scheduled to work? Do these hours vary from lab to lab, if so why?  
(500 Character limit)
  
- 7) Is this a physical or sedentary career? Explain.  
(400 Character limit)





## Section 2 (continued):

12) What does professionalism in the workplace mean to you, especially in a patient oriented environment?

(800 Character limit)

13) What is expected of students and healthcare workers with regards to patient confidentiality and patient privacy?

(400 Character limit)

14) What qualities / strengths do you possess that would make you successful in this career?

(600 Character limit)

15) I am aware that I will be required to reach a minimum keyboarding score of 30 wpm with 90% accuracy to enter this program.

Yes

No

16) I am aware that to train or be employed as a Medical Laboratory Assistant in Alberta a criminal record check must be obtained and approved by the clinical practicum site or employer.

Yes

No

17) I am aware that the 16 weeks of didactic training will be held at the main NAIT campus and the 7 weeks of clinical training can be held at any one of our 6 clinical sites.

Yes

No



## Section 3:

### APPLICANT'S CHECKLIST

In order for your application to be processed all of the following must be completed and submitted:

- Apply online to the Medical Laboratory Assisting Program through APAS
- Enclose a complete and current Career Investigation Form
- Submit midterm marks (if applicable)
- If you attended high school or a post-secondary institution outside of Alberta, you must request an official transcript to be sent to the Registrar's Office as soon as grades are available. If you attended high school or a post-secondary school within Alberta, your transcripts will automatically be requested through APAS. **Must be submitted to Registrar's office no later than September 30<sup>th</sup> for the January intake, or March 31<sup>st</sup> for the September intake.**
- By checking this box I certify that I completed this form in my own words. I recognize that if I have plagiarized or provided any false information in any part of this document, I will forfeit my admission to the Medical Laboratory Assisting program.*

*A signature is not required if this form is submitted electronically through the [MyNAIT Portal](#)*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_