Overview
The Australian Government’s Skilled Migration program is implemented through a partnership between government and industry. The Department of Home Affairs, Department of Education and Training and the Department of Jobs and Small Business, work with industry, represented by professional migration assessing authorities, to ensure that policies and procedures for assessing the skills of prospective migrants are appropriate, transparent and do not pose unreasonable barriers to migration.

The Department of Education and Training and the Department of Jobs and Small Business supported this process through its role in approving migration assessing authorities. Approval is granted to professional bodies which meet established criteria, including a commitment to support the objectives of the General Skilled Migration program and the provision of an appropriate assessment service to prospective migrants.

The Australian Institute of Medical Scientists (AIMS) has been specified in accordance with the Migration Regulations 1994 as the assessing authority for the occupation of Pathology Collector/Phlebotomist (ANZSCO Code 311216).

If you wish to apply to migrate to Australia as a Pathology Collector/Phlebotomist you will need to have your skills assessed by AIMS. AIMS will assess your skills as "suitable" or "not suitable" for your nominated occupation against the requirements it has established.

Pathology Collector/Phlebotomy in Australia
In Australia, most of those engaged in pathology collection are employed in public hospitals or in collection centres for private diagnostic pathology laboratories. They may also be employed elsewhere, for example in doctors’ surgeries, insurance offices, and fertility clinics.

Pathology Collectors/Phlebotomists must be proficient in the collection, handling, transport and, in some instances, the pre-analytical processing of blood and other samples for analysis in diagnostic pathology laboratories. In order to assure the quality of sample provided to the laboratory the Pathology Collector / Phlebotomist must be aware of the importance of specimen collection in the overall patient care system, must be able to select the appropriate collection equipment, and must recognise the factors that affect the specimen collection procedures and test results.

The collector must be aware of infection control and occupational health and safety processes and procedures.

The Pathology Collector/Phlebotomist must recognise the different responsibilities of other healthcare professionals and understand the interactions required with laboratory and other health care personnel. The Pathology Collector/Phlebotomist must be able to demonstrate professional conduct at all times, and have the interpersonal and communication skills required for interacting with patients, the public and professional colleagues.

The Pathology Collector/Phlebotomist should be able to demonstrate an understanding of pathology services requisitioning and the legal implications of the work setting.
Education in Australia
The minimum primary qualification for Pathology Collectors/Phlebotomists in Australia is a Certificate III† in Pathology Collection HLT 37215 or a Certificate IV‡ in Pathology HLT41812 (from an approved educational institution), current senior first aid certification must be included*.  

*See the minimum criteria to be assessed as a Pathology Collector / Phlebotomist.

† Certificate III as specified by the AQF Framework at Level 3
‡ Certificate IV as specified by the AQF Framework at Level 4

Employment in Australia
As in most countries, the practice of a profession in Australia requires evidence of an appropriate level of education and practical experience. There is no statutory registration for Pathology Collectors/Phlebotomists in Australia.

Successfully migrating to Australia as a Pathology Collector/Phlebotomist is no guarantee of employment in Australia as a Pathology Collector/Phlebotomist.

The AIMS assessment process
AIMS can provide advice only on applying for a skills assessment. All other questions relating to migration should be directed to the Department of Home Affairs - visit www.homeaffairs.gov.au for information and contact details.

An applicant’s skills and qualifications will be assessed by AIMS to determine whether the applicant is suitable to work as a Medical Laboratory Scientist or Medical Laboratory Technician. AIMS will assess an applicant as "suitable" or "not suitable" for the nominated occupation against the requirements it has established. The applicant should keep a certified copy of their skills assessment and all other relevant documentation for their own records.

Please note that all applicants are assessed on a case-by-case basis and this information is provided for guidance purposes only. The assessment committee determines the eligibility of the applicant to work as a Pathology Collector/Phlebotomist. The staff at the AIMS National Office have no authority or ability to comment, advise or guarantee any outcomes in your assessment process.

Our timeframe for completion of assessments is between eight (8) weeks (not including delivery time), but please aware delays may occur. We do endeavour to process assessments as quickly as possible. We are unable to offer any express or priority service regardless of your circumstances.

Fees
Please see the AIMS website for current fees. All fees are in Australian Dollars (AUD). All fees are non-refundable.

When paying fees online
The security of personal information is important to us. When sensitive information (such as credit card numbers) is entered on our website, that information is encrypted using secure socket layer technology (SSL). When Credit Card details are collected, we simply pass them on in order to be processed as required. We never permanently store complete Credit Card details. We follow generally accepted industry standards to protect the personal information submitted to us, both during transmission and once we receive it.

Amendment of assessment letter
Once an assessment has been completed it remains valid for three (3) years from the date of the original assessment letter.

An amendment of the original assessment letter will only be made where evidence is submitted of experience/qualifications obtained prior to the date of the original assessment.

If an applicant wishes to submit evidence of additional experience/qualifications obtained after the date of the original assessment, they will be required to make a new application for assessment and pay a new assessment fee.
Reviews and Appeals:
An applicant who believes that his or her case has been wrongly assessed may seek a review of the assessment. The application for the review must be in writing, and should include the reasons for seeking the review. There is no charge for this review, which is conducted by the committee that made the original assessment.

If, after the review, the applicant still believes that he or she has been wrongly assessed, the applicant may appeal the assessment. The appeal must be in writing, stating the reasons for the appeal. The appeal will be conducted by a committee other than that which conducted the original assessment. Fees apply for appeals. Please see the AIMS website for current fees. All fees are in Australian Dollars (AUD). All fees are non-refundable.

To be assessed as a Pathology Collector/Phlebotomist
The general assessment process for the classification of Pathology Collector/Phlebotomist ANZSCO 311216 is detailed below.

The minimum criteria to be met by applicants for a Pathology Collector/Phlebotomist are:
1) completion of an award in pathology practice assessed as comparable to an Australian Certificate III" HLT37215 or Certificate IV" HLT41812 from a Technical and Further Education College, based on the AEI Country Education Profile criteria
2) a minimum of two (2) years full time experience (or equivalent part-time) within the five (5) years prior to applying for assessment.

The assessment process for Pathology Collector/Phlebotomist is in two stages and usually includes a written examination.

" Certificate III as specified by the AQF Framework at Level 3
" Certificate IV as specified by the AQF Framework at Level 4

Stage 1: Document assessment
Applicants who hold a Certificate III HLT 37215" or Certificate IV" HLT 41812 from an approved educational institution within Australia and who hold current senior first aid certification and a minimum of two (2) years full time experience (or equivalent part-time) within the five (5) years prior to applying for assessment will be classified as a Pathology Collector/Phlebotomist (ANZSCO 311216) and will not be required to take a written examination.

For applicants who do not hold an appropriate award (see above) an assessment will be made of their skills and qualifications to determine whether or not they are eligible to sit the examination.

Applicants who have an award/qualification which is determined to be acceptable by the assessment committee and who have at least two (2) years documented full time (or equivalent part-time) professional experience as a pathology collector/phaebotomist within the last five (5) years prior to applying for assessment will usually be assessed as eligible to sit the Examination.

An acceptable qualification is one that delivers the AIMS minimum competency requirements as listed below and is assessed as comparable to an Australian Certificate III based on the AEI Country Education Profile criteria.

AIMS Minimum competency requirements:
- Identify safe work practices and reporting procedures
- Contribute to OHS process
- Comply with infection control policies and procedures in health work
- Apply first aid: requires successful completion of an accredited senior First Aid course
- Interpret and apply basic medical terminology
- Identify and respond to clinical risks associated with pathology specimen collection
- Communicate and work effectively in health
- Contribute to effective workplace relationships
- Operate efficiently within a pathology and specimen collection environment
- Receive and prepare pathology specimens
- Perform blood collection
- Collect pathology specimens other than blood
- Pack and consign blood products
perform electrocardiography (ECG)
• deliver a service to customers

Stage 2: The Pathology Collector / Phlebotomy Examination

Applicants assessed in stage one as eligible may apply to sit the AIMS Pathology Collector / Phlebotomy Examination, which is conducted twice a year in March and September at a number of venues in Australia and overseas.

The AIMS Pathology Collector / Phlebotomy Examination is a one and a half (1.5) hour short answer and multiple choice paper and is set at the expected level of a Pathology Collector / Phlebotomist with at least two years full time (or equivalent part-time) professional experience. The examination will cover the competencies listed above. To pass the examination candidates must obtain a total of 50% or more. Applicants who are successful in the examination will be classified as a Pathology Collector/Phlebotomist (ANZSCO Code 311216).

If you are assessed as eligible to sit the AIMS examination you must apply in writing using an examination application form (which will be provided in the examinations pack once stage 1 has been completed).

Closing dates to receive this exam application form are:

1st December for the March examination
1st June for the September examination

Applications to sit the examination must be received no later than 4pm on the specified date.

Compulsory Requirements for All Applications

All documentation must be certified

Correctly certified supporting documentation

A certified copy is a photocopy that has been stamped and signed by a suitable certifying officer (as stated below) who verifies that they have sighted the original document and that the photocopy that they are certifying is a true copy of that original.

Each photocopied page of all documentation must be certified on the face and must show clearly the words “certified true copy of the original”, the signature of the certifying officer and the name and address or provider/registration number of the certifying officer. It must be possible from the details provided for AIMS to verify the certifications by contacting the certifying officer if necessary.

Who does AIMS accept to certify my documents?

Documents certified in Australia may be certified by a Justice of the Peace or a Notary Public.
Documents certified in a country other than Australia must be certified by a Notary Public or an official of an Australian Embassy or Consulate.

Please note that AIMS DO NOT accept any other form of certification. If incorrectly certified documents are provided with your application it WILL NOT be processed and your fee will NOT BE refunded.

All applicants submitting an application for assessment of their professional skills and qualifications seeking the classification of Pathology Collector/Phlebotomist are required to provide:

1. English Language Requirement
   A valid International English Language Testing System (IELTS) report form showing an overall band score of 7.0 or better (Academic or General). AIMS considers an IELTS report to be current for three years from the date of issue.
   AIMS also accepts the following English language assessments as equivalent to an IELTS overall band score of 7.0: TOEFL (95 points), and Pearson PTE Academic (65 points). A Pearson PTE Academic Test Report must be submitted in hardcopy and online to the Australian Institute of Medical Scientists.

2. Completed signed application form
3. **Supporting documentation**
   Documents submitted in support of your application must include all qualification certificates (or statements of completion issued by the educational institute in which your qualification was obtained) and all corresponding academic transcripts (showing FULL subject names).

4. **Photographic identification**
   Applicants must provide a certified copy of their valid passport.

5. **Work experience (if applicable)**
   Please provide evidence of your post qualification pathology collector/phlebotomist work experience: *employment verification letter* from a current/past employer stating job title, hours of work, duties required and the specific dates of employment (day, month and year). The letter must be on company letterhead, signed and dated by the applicant’s supervisor or HR department officer, with the supervisor’s/HR department officer’s full name and position title listed under their signature.

6. **Three (3) passport sized photographs signed on the back by the applicant**

**Optional Documents that can be provided**

1. **Licences / Registrations**
   Evidence of current or previous licences held

2. **Any documentation you feel relevant to provide in support of your application**

   **DO NOT SUBMIT** payslips, bank statements, tax documents, employment contracts, employment offer or termination letters, high school grade statements, a resume or application cover letter.

**How to Lodge an Application:**

Send **three (3) certified** sets of documents: *(one (1) originally certified set and two (2) duplicate photocopied sets)*

**Checklist:**
- Completed signed application form
- Qualification certificates or completion letters and academic transcripts (showing full subject names)
- Photographic identification (passport)
- Evidence of relevant work experience (verifying your dates of employment)
- Evidence of registrations/licences
- Valid English Language Test Result
- Three (3) passport sized photographs signed on the back by the applicant

**Submit to:**

**Postal address**  
Australian Institute of Medical Scientists  
PO Box 1911  
MILTON QLD 4064 AUSTRALIA

**Courier address**  
Australian Institute of Medical Scientists  
Unit 7 / 31 Black Street  
MILTON QLD 4064  
AUSTRALIA

**Further Information:**

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