REPUBLIC OF KENYA
MINISTRY OF HEALTH

KENYA MEDICAL LABORATORY TECHNICIANS AND TECHNOLOGISTS BOARD

MEDICAL LABORATORY SCIENCES PRACTICAL ROTATION/ATTACHMENT REPORT.

Pursuant to the Medical Laboratory Technicians and Technologists Act CAP 253 A Laws of Kenya

	Medical Laboratory Sciences practical rotation/attachment report.		DOCUMENT CONTROL CODE: KMLTTB/TRN/03A Version: 001
	OWNERSHIP	REGISTRAR	Revision Date: 21ST, September, 2026

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1.0 INTRODUCTION

The Kenya Medical Laboratory Technicians and Technologists Board (KMLTTB) is a statutory body mandated to oversee the training, practice, business, and employment of medical laboratory technicians and technologists, as stipulated under Cap 253A of the Laws of Kenya. The Board also provides government advisories on related matters, including the validation of in vitro diagnostics through Legal Notice No. 113 of 2011.

The Act gives the Board the responsibility of ensuring that students undertaking medical laboratory science (MLS) training acquire the desired knowledge and skills that are necessary for the delivery of medical laboratory services.

These standards will ensure the development of a robust human resource for health necessary to meet national and international health obligations that include sustainable development goals and universal health coverage. The implementation of these guidelines will no doubt contribute to achievement of the right to the highest attainable standard of health as outlined in the constitution of Kenya 2010 as well as achievement of Vision 2030.

It is anticipated that compliance with the standards will enable training institutions run and sustain their training programs thereby equipping medical laboratory scientists with the necessary skills and competencies to provide medical laboratory services in diverse settings. All medical laboratory training institutions and other key actors are required to adhere to these standards ensure their training programmes and institutions are accredited to provide holistic training of students with requisite skills, competences and professionalism that guarantees the public of their right to highest attainable standards of health, patient safety as well as safety for medical laboratory professionals and the environment

Any institution offering a diploma or degree (BSc, MSc, Doctor of MEDICAL Laboratory Sciences, PhD or Post-Doctoral) shall do so under the auspices of KMLTTB. The training leading to the award of a diploma or degree in MLS shall be designed in a way to meet the diagnostic and health needs of the people of Kenya as well as the professional needs of the practitioners.

1.1 VISION, MISSION AND CORE VALUES

Our Vision: "That the Health of every Kenyan will be fully protected through effective regulation of the practice of laboratory medicine."
Our Mission: "To Exercise General Control and Supervision over training, business, employment and practice of Laboratory Medicine and Advise the Government on all related matters."
Our Core Values: Integrity; Selfless service; Innovation and open-mindedness; Sense of belonging; Pride in what we do.

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1.2 SCOPE

This standard sets the minimum requirements for any Medical Laboratory STUDENTS seeking to be considered for KMLTTB registration examination after completing the prescribed practical rotation, internship or probation for those trained outside Kenya services as a Blood Transfusion Unit.

No candidate shall be presented for KMLTTB registration examinations before presenting a duly filed form **KMLTTB/TRN/03A**

STUDENTS PARTICULARS				
Name of student. (First,Midile,Last)				
KMLTTB Index Number				
Name of Approved Medical Laboratory Training Institution				
MLS Course Level of Study				
Stage/year of study				
Type of attachment	16Weeks	Three months	12months	indeterminate
Name and address of Medical Laboratory attached				
Medical Laboratory Reg No.				
Medical Laboratory KMLTTB Classification.				
Name of Medical Laboratory Based Supervisor.				

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Designation of the supervisor.		
KMLTTB Registration Number		
Mobile of the supervisor		
Practical attachment Duration.	From: Date:	To:

The attachment program is considered as an examinable unit that the students are supposed to undertake and be examined on. 16 weeks for Kenyan students, three months for remedial training and 12 months for trained outside kenya(Probation).

PARTICULARS OF THE TRAINING INSTITUION					
NAME OF INSTITUTION					
P.O BOX ADDRESS					
MOBILE NUMBER	EMAIL	STREET/ROAD			
COUNTY	SUB-COUNTY	CONSTITUENCY			
WARD	LONGTUDE AND LATITUDE				
INSTITUTION TYPE	GOK	PRIVATE	FAITH BASED ORGANIZATION		
TRAINING GATEGORY	DIPLOMA	DEGREE	MSc	PhD	MULTIPLE

A student is expected to start and finish his/her attachment in one establishment. If it becomes absolutely necessary that he/she must change his/her place of attachment, the student should first secure permission in writing from the Approved Medical Laboratory sciences Training institutions.

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His/her application for change of place of attachment should indicate the name and address (not just post-office box) Medical Laboratory to which he/she wishes to transfer. Any attachment not properly authorized will be canceled

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CHANGE OF ATTACHMENT

A student is expected to start and finish his/her attachment in one establishment. If it becomes absolutely necessary that he/she must change his/her place of attachment, the student should first secure permission in writing from the Approved Medical Laboratory sciences Training institutions.

His/her application for change of place of attachment should indicate the name and address (not just post-office box) Medical Laboratory to which he/she wishes to transfer. Any attachment not properly authorized will be canceled.

Approved Medical Laboratory sciences Training institutions Supervisor's Visit

The Approved Medical Laboratory sciences Training institutions supervisor will check the logbook when he/she visits the student to ensure that proper training is being received, and record his/her comment on the page provided for that purpose, toward the end of the in logbook.

NAME OF THE MEDICAL LABORATORY SCIENCES LECTURER WHO VISITED/ SUPERVISED THE ATTACHÉ/STUDENT AT THE SITE.	
KMLTTB Reg. No	
Comments	
Signature	
Date	

Medical Laboratory Based Supervisor

The Medical Laboratory -Based Supervisor(s) will make comments at the end of practical rotation of every student. This is to ensure that if the student is to rotate to several departments and units each unit supervisor will be able to comment on the student performance.

Medical Laboratory Based Supervisor's Evaluation

Towards the end of the attachment program, the Medical Laboratory Based Supervisor will undertake an overall assessment. These should be filled and sent to the Approved Medical Laboratory sciences Training institutions and/ or Kenya Medical laboratory Technicians and Technologist Board.

The Log Book and the attached documents are to be filled appropriately and the trainees are expected to submit the completed document to the Chair/Head of department, medical laboratory Sciences when they report back to their KMLTTB approved training institutions at the end of the attachment.

TO BE FILLED BY THE ATTACHING MEDICAL LABORATORY DIRECTOR / IN CHARGE	
Name of Medical Laboratory	
P.O. Box	
Town	
Postal code	

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Telephone	
Email	
Signature	
Date	
OFFICIAL SPTAMP	

NOTE TO THE TRAINEE

1. The Log Book provided to indexed students is a mandatory document for their training. The information entered there will contribute to part of their Course Work assessment.

2. They should take good care of the Log Book and ensure they present it to the assessing lecturer during assessment.

3. Make Daily entries in the Log Book of all activities/work done.

4. Ensure your immediate supervisor inspects and make comments in the Log Book on a daily basis.

5. You may use a separate note book where you need to write notes, procedures or drawings related to your assignments.

NOTE TO THE SUPERVISORS

6. The Log Book should be inspected regularly by the trainee's immediate supervisor and comments entered, accompanied by a signature.

7. The trainee is expected to abide by all the rules and regulations of your firm/organization and any other instruction deemed necessary.

8. Cases of absence from duty without permission and any misconduct should be reported to approve medical sciences training institutions and Kenya Medical Laboratory Technicians and Technologist Board.

9. The management of your medical laboratories is at liberty to make any comment relevant to the trainee's performance.

TO BE FILLED BY THE IMMEDIATE MEDICAL LABORATORY SUPERVISOR

	PLEASE RATE THE STUDENT ON SCALE OF 1 – 5 WITH 5 BEING BEST 4 GOOD, 3, AVERAGE, 2 BELOW AVERAGE AND 1 BEING POOR	
S.No.		1 2 3 4 5
1.	GROOMING	
2.	ABILITY TO INTERACT	
3.	TEAM WORK	
4.	COMMUNICATION	

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5.	PATIENCE	
6.	OBSERVANCE OF SAFETY	
7.	PUNCTUALITY/ATTENDANCE	
8.	RELIABILITY	
9.	DIRECT OBSERVATION	
10.	DISCIPLINE	
11.	INNOVATIVENESS /CREATIVITY	
12.	WILLINGNESS TO LEARN	
13.	KNOWLEDGE AND SKILLS COMPETENCES IN THE TECHNICAL /PROFESSIONAL AREA	
14.	LEADERSHIP POTENTIAL	
15.	WORK PERFORMANCE	
16.	RESOURCE MANAGEMENT AND UTILIZATION	
17.	OTHERS SPECIFY	
18.	OVERALL PERFAMANCE	
NAME OF IMMEDIATE SUPERVISOR:		
KMLTTB REGISTRATION NUMBER		
SIGNATURE		
DATE		

PLEASE INDICATE BRIEFLY DUTIES AND THE FUNTIONAL AREAS/ UNITS IN WHICH THE STUDENT ROTATED DURING THE PRACTICAL ATTACHMENT PERIOD.

A IS EXCELLENT, B IS ABOVE AVERAGE, C IS AVERAGE, D IS BELOW AVERAGE			
S/No	AREA/ UNIT OF ROTATION	SKILLS ACQUIRED	SCORES ATTAINED A, B, C, D
1.	(MICROBIOLOGY)BACTERIOLOGY		
2.	VIROLOGY		
3.	MYCOLOGY		
4.	IMMUNOLOGY		
5.	MOLECULAR DIAGNOSTICS		
6.	CLINICAL CHEMISTRY		
7.	HEMATOLOGY		
8.	COAGULATION STUDIES/ HAEMOSTATIS		
9.	BLOOD TRANSFUSION SCEINCE		
10.	BLOOD DONOR IDENTIFICATION, RECRUITMENT AND BLOOD COLLECTION		
11.	PARASITOLOGY		

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12.	ENTOMOLOGY		
13.	MARACOLOGY		
14.	MYIASIS		
15.	HISTOPATOLOGY		
16.	CYTOLOGY		
17.	BIOSAFETY AND BIOSECURITY		
18.	PHLEBOTOMY		
19.	OTHER SPECIMEN COLLECTION AND MANAGEMENT		
20.	OTHERS (SPECIFY)		
21.	OVERALL PEROMANCE		
NAME OF IMMEDIATE SUPERVISOR:			
KMLTTB REGISTRATION NUMBER			
SIGNATURE			
DATE			

TO BE SIGNED BY THE PRACTICAL ATTACHEE

I ……As a Medical Laboratory Professional, do hereby pledge to uphold my duty to Patients, the Profession and Society by:

1. Placing patients' welfare above my own needs and desires.

2. Ensuring that each patient receives care that is safe, effective, efficient, timely, equitable and patient-centered.

3. Maintaining dignity and respect for my profession.

4. Promoting the advancement of my profession.

5. Ensuring collegial relationships within the medical laboratory and with other patient care providers.

6. Improving access to Medical laboratory services.

7. Promoting equitable distribution of healthcare resources.

8. Complying with laws and regulations and protecting patients from others' incompetent or illegal practice

9. Changing conditions where necessary to advance the best interests of patients.

SIGNED BY	
KMLTTB REGISTRATION NUMBER	
DATE	

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WITNESSED BY:NAME	
KMLTTB REGISTRATION NUMBER	
SIGN	
DATE	
NAME OF THE MEDICAL LABORATORY SCIENCES HOD/COD (LECTURER) SUPERVISING THE ATTACHÉ/STUDENT	
KMLTTB REGISTRATION NUMBER	
SIGN	
DATE	

FOR OFFICILA USE ONLT

TO BE FILED BY KMLTTB EXAMINATIONS DEPARTMENT	
NAME OF OFFICER BOOKING THE REGISTRATION EXAMINATION	
SIGNATURE	
DATE	
TO BE FILED BY KMLTTB EXAMINATIONS DEPARTMENT	
NAME OF OFFICER BOOKING THE REGISTERING PROFESSIONAL	
SIGNATURE	
DATE	

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