

Chattahoochee Technical College

PHLEBOTOMY PROGRAM ESSENTIAL FUNCTIONS

In accordance with the Technical College System of Georgia policy, when requested, reasonable accommodations may be provided for individuals with disabilities. Physical, cognitive, psychomotor affective domains are required in unique combinations to provide safe and effective care within all health science programs.

- The applicant/student must be able to demonstrate ability to meet the essential functions with or without reasonable accommodations throughout the student’s program of learning. Admission, progression, and completion of this program is contingent upon one’s ability to demonstrate the required essential functions for the Phlebotomy program at Chattahoochee Technical College with or without reasonable accommodations.
- The essential functions delineated are those deemed necessary by the Phlebotomy program and are required as a functional level of ability to perform the duties required by this program with or without reasonable accommodations. Similarly, any reasonable accommodations made will be determined and applied to the CTC Phlebotomy Program and **may vary from reasonable accommodations made by healthcare employers.**

Requirements	Standards	Examples (These are general and not meant to be all inclusive)
Critical and Analytic Thinking	Critical thinking ability to recognize and correct performance and problem solve unexpected observations or outcomes of phlebotomy procedures	<ul style="list-style-type: none"> • Ability to recognize and solve problems in the pre-analytic phlebotomy procedures • Ability to solve problems that arise in patient care and difficult venipunctures.
Mobility	Physical mobility to <i>independently and without assistance</i> move around patient care areas; ability to have full range of motion to twist/bend, reach above and below waist to perform phlebotomy tasks and patient care testing.	<ul style="list-style-type: none"> • Move within confined spaces, in laboratory, clinic and/or patient rooms • Standing, reaching, moving around patient care equipment that cannot be adjusted for height. • Position oneself in the environment to perform phlebotomy procedures and render care to the patient without obstructing the position of other team members or patients.
Motor skills	Gross and fine motor abilities to <i>independently and without assistance</i> perform manual phlebotomy tasks required within the scope of practice in the workplace.	<ul style="list-style-type: none"> • Motor skills to collect blood specimens • Ability to manipulate venipuncture equipment that require eye-hand coordination
Physical Strength/Stamina	Physical strength and stamina to <i>independently and without assistance</i> remain on task for extended lengths of time while standing, sitting, moving, lifting and bending to perform phlebotomy and patient care activities.	<ul style="list-style-type: none"> • Stand/walk/bend/stretch for extended periods of time. • Ability to use arms/legs to access hard to reach areas. • Ability to assist patients in and out of phlebotomy chairs • Ability to move a patient to the floor if fainting. • Ability to perform CPR on a patient
Visual Observation	Visual ability to <i>independently and without assistance</i> observe and perform phlebotomy collection including detecting viable veins for venipuncture and differentiation in colors.	<ul style="list-style-type: none"> • Visual ability to located viable patient veins for successful venipuncture • Visual ability to distinguish colored tubes for blood collection.
Auditory Observation	Auditory ability to <i>independently and without assistance</i> monitor equipment, alarms, timers and access patient health care needs.	<ul style="list-style-type: none"> • Answer phones and converse with health care personnel regarding patient care • Auditory ability to independently and without assistance hear normal human speaking voices to respond to patient and colleague questions and cries for help.

Requirements	Standards	Examples (These are general and not meant to be all inclusive)
Tactile Sense	Tactile ability to <i>independently and without assistance</i> perform patient physical assessment	<ul style="list-style-type: none"> • Ability to palpitate patient veins for venipuncture • Ability to assess patient in distress
Professional Relationships	Interpersonal skills to engage in professional interactions with a diverse population of individuals, families and groups	<ul style="list-style-type: none"> • Conducts self in composed, respectful manner • Establishes rapport with patients/clients and colleagues • Capacity to engage in successful conflict resolution • Peer accountability
Behavioral/Social Attributes	Emotional health to assume responsibility and accountability for actions; work in a noisy, distracting and sometimes stressful setting.	<ul style="list-style-type: none"> • Adapt to change and accept criticism • Ability to be flexible and functionally independent as problems may arise in the workplace. • Ability to work, at times, under extreme pressure with patients and samples that may be difficult to handle (smell, appearance) • Ability to handle a noisy and distracting environment while staying on task
Communication	Communication ability to <i>independently and without assistance</i> use verbal and written professional interactions by means of English as the primary language.	<ul style="list-style-type: none"> • Gives and receives verbal directions • Follows written technical procedures with accuracy and documents results clearly • Communicate critical situations to appropriate health care staff

Sources: NAACLS News, Essential Functions, Volume 76, Fall (2000); Southern Council on Collegiate Education for Nursing (SCCEN) (2004).

Above is the list of essential functions that are required for Phlebotomy Technician. **Please read them carefully to assess your ability to meet these basic requirements.**

If you need accommodations, please contact the Chattahoochee Technical College Section 504 Coordinator, Caitlin Barton, 5198 Ross Road, Building A1320, Acworth, GA 30102, 770-975-4099, or Caitlin.Barton@ChattahoocheeTech.edu

My signature below indicates that I have read and understood the Essential Functions required for Phlebotomy Technician Program at Chattahoochee Technical College. In addition, I understand that if I need accommodation, I am responsible for contacting the 504 Coordinator listed above.

Signature

Date

Print name here