

Chattahoochee Technical College

LABORATORY CLINICAL ASSISTANT 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 the 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 are contingent upon one's ability to demonstrate the required essential functions for the Laboratory Clinical Assistant program at Chattahoochee Technical College with or without reasonable accommodations.
- The essential functions delineated are those deemed necessary by the Laboratory Clinical Assistant 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
Visual Observation	Visual ability to independently and without assistance observe and perform phlebotomy collection including detecting viable veins for venipuncture and differentiation in colors.	<ul style="list-style-type: none"> • Distinguish red, yellow, and blue colors, distinguish clear from cloudy, distinguish and discriminate objects in the range of 1 micron through the microscope. • Observe demonstrations and exercises in which biological fluids are assessed. • Perceive pertinent detail in objects or in pictorial or graphic material; to make visual comparisons and discriminations and see slight differences in shapes and shadings of figures, and widths and lengths of line; to comprehend forms in space and understand relationships of plane and solid objects; the ability to visualize objects of two or three dimensions.
Communication	Communication ability to independently and without assistance use verbal and written professional interactions by means of English as the primary language	<ul style="list-style-type: none"> • Communicate effectively and sensitively with patients, their families, and members of the health team. • Communicate effectively with patients from different social and cultural backgrounds, as well as develop effective professional rapport with patients and co-workers. • Record diagnostic results clearly, accurately, and efficiently. • Communicate effectively in English with patients, family, and other health care professionals in a variety of patient settings. • Comprehend English when spoken in person or via the telephone.
Motor skills	Gross and fine motor abilities to independently and without assistance perform manual phlebotomy tasks required within the scope of practice in the workplace.	<ul style="list-style-type: none"> • Maneuver in the laboratory, around instruments, in confined spaces, and in patient rooms. Movement includes utilizing shoulders, arms, and neck; bending; twisting the body; standing; reaching and grasping overhead, in front of the body, and down. • Manipulate small objects and control adaptive devices with gloved hands. • Manipulate instruments, perform manual procedures, and have sufficient eye/hand and eye/hand/foot coordination to perform required duties in a laboratory.

Requirements	Standards	Examples
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"> • Demonstrate through a variety of modalities including, but not limited to, classroom instruction; small group, team, and collaborative activities; individual study; preparation and presentation of reports; and use of computer technology. • Assimilate a large amount of complex, technical, and detailed information. • Discern abstract and concrete variables, define problems, collect data, establish facts, and draw valid conclusions. • Interpret instructions furnished in oral, written, diagrammatic, or schedule form. • Perceive pertinent detail in verbal or tabular material; observe differences in copy, proofread words and numbers, and avoid perceptual errors in arithmetic computation. • Synthesize, coordinate, analyze, compile, compute, copy, and compare data.
Behavioral and 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"> • Function effectively under stress and to adapt to an environment that may change rapidly, without warning, and/or in unpredictable ways. • Accept responsibility, exercise good judgment, and promptly complete all responsibilities attendant to the diagnosis and care of patients. They must understand the legal and ethical standards of the medical profession. • Work effectively, respectfully, and professionally as part of the healthcare team, and interact with patients, their families, and health care personnel in a courteous, professional, and respectful manner. • Contribute to collaborative, constructive learning environments; accept constructive feedback from others; and take personal responsibility for making appropriate positive changes. • Interact with individuals and / or groups from a range of social, cultural, emotional, and intellectual backgrounds. • Comprehend and follow instructions; perform simple and repetitive tasks; maintain a work pace appropriate to a given work load; relate to other people beyond giving and receiving instructions, perform complex or varied tasks, make generalizations, evaluations or decisions without immediate supervision, accept and carry out responsibility for directions, control and planning, maintain own health and safety, and present a professional appearance.
Ethical and Legal Standards	Comprehend and comply with the legal and ethical standards of the medical profession	<ul style="list-style-type: none"> • Possess attributes that include compassion, empathy, altruism, integrity, responsibility, and tolerance. • Recognize limitations in their knowledge, skills, and abilities and to seek appropriate assistance with their identified limitations.
Other		<ul style="list-style-type: none"> • Ability to work indoors, be around moving machinery; fumes, gases, odors, irritating particles, possibly be exposed to toxic or caustic chemicals, blood and body fluids, noise, radiation or electrical energy, vibration; work in confined spaces, use a computer monitor; work alone, with others, and/or around others. • Ability to wear safety glasses, face mask/shield, protective clothing, and protective gloves in the laboratory.

Reference: www.nvcc.edu/dist/files/sites/academics/programs/mla/MLA-EssentialFunctions.pdf

Please review these carefully to determine whether you can meet the 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