

Human Services Technology Programs (A45380 & A4538C)
Technical Standards

The technical standards as stated here reflect performance abilities that are necessary for a student to successfully complete the requirements of the Human Services Technology curriculum. It should be noted that under the Americans with Disabilities Act “A qualified person with a disability is one who can perform the essential function of a job with or without reasonable accommodation.” Please read the standards carefully and seek clarification if necessary. According to the nature of the work required in Human Services, the student must be able to meet the following standards:

FUNCTIONAL ABILITY	TECHNICAL STANDARD	EXAMPLES OF ACTIVITIES/BEHAVIORS (NOT ALL INCLUSIVE)
Physical Demands/ Motor Sensory	Sufficient motor function to execute movements required to provide general care and treatment to patients in health settings Sufficient physical endurance to participate fully in the clinical and academic settings at the appropriate level	<ul style="list-style-type: none"> • Attend class and attend required number of hours during clinical practicum • Attend and perform safely and satisfactorily in the classroom and in a human/social services agency/organization • Meet the physical demands of practicum placement including demands related to the use of sensory and motor skills
Cognitive	Ability to measure, calculate, reason, analyze, integrate and synthesize information	<ul style="list-style-type: none"> • Apply information, evaluate the meaning of data and engage in critical thinking in the classroom and clinical setting • Make correct judgments on seeking consultation or supervision in a timely manner • Respond appropriately to cognitive criticism • Collect subjective and objective data from patients • Accurately process information from medical records and policy and procedure manuals.
Communication skills	Communication skills sufficient to communicate in class and in the clinical setting, both verbally and in writing	<ul style="list-style-type: none"> • Establish and maintain a professional relationship with colleagues and clients/patients • Convey information in a clear, professional and timely manner • Listen and respond to others in an accepting and respectful manner • Write and communicate effectively, including email communication with your instructor and classmates • Human service professionals must be able to write, speak and communicate effectively both written and verbally

<p>Behavioral/Social skills and Professionalism</p>	<p>Capacity to work with individuals, families, and groups as well as colleagues from a variety of social, emotional, cultural, and intellectual backgrounds and the agencies/organizations that support them</p> <p>Demonstrate a willingness to examine self</p> <p>Support the Ethical Standards for Human Services Professionals (NOHS)</p> <p>Demonstrate appropriate confidentiality, timeliness, professionalism, cultural competence, respect and patience</p>	<ul style="list-style-type: none"> • Resolve ethical dilemmas that emerge in class scenarios, clinical placements, and in the practice of human services • Understand how one’s values, beliefs, attitudes, emotions and past experiences affect thinking, behavior and relationships • Demonstrate appropriate use of self-disclosure • Examine and change behavior when appropriate • Work effectively with individuals in subordinate positions as well as those in authority • Comply with ethical and legal standards of privacy and confidentiality as they relate to clients/patients, class activities and clinical placements • Follow confidentiality guidelines (HIPAA) • Be on time for class, clinicals, and appointments with clients • Complete assignments, progress notes, treatment plans, case scenarios, after-care plans, case management, and documentation in a timely manner • Respect different beliefs, opinions and values/ Demonstrating genuineness, compassion and unconditional positive regard for our clients. • Respect cultural differences in class/Respect and support cultural competence in the workplace • Demonstrating genuineness, compassion and unconditional positive regard for clients/ Allow others on the team to express their thoughts without interruption.
<p>Emotional and Mental</p>	<p>Demonstrate emotional stability and mental regulations sufficient to maintain responsibility/accountability for actions</p> <p>Follow instructions and safety protocols</p>	<ul style="list-style-type: none"> • Deal with current life stressors through the use of appropriate coping skills/mechanisms • Use appropriate self-care • Seek professional care when needed regarding mental/emotional well-being • Develop supportive relationships with colleagues, peers and other professionals • Effectively use help for medical or emotional problems that interfere with academic and clinical performance • Use unimpaired judgement in decision making • Work effectively with groups and teams

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| | | <ul style="list-style-type: none">• Demonstrate emotional skills to remain calm and maintain professional decorum in an emergency/stressful situation. |
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