

Technical Standards for Medical Assisting Program

In order to provide safe and effective patient care, the medical assisting student must be able to demonstrate, with or without reasonable accommodation, certain abilities in order to satisfactorily complete aspects of the medical assisting program curriculum and clinical agency requirements. These abilities include physical, cognitive, and behavioral attributes. Admission, progression, and completion of the program is contingent upon a student's ability to satisfactorily demonstrate these essential functions.

The following essential functions/technical standards are deemed necessary by the CCC&TI medical assisting program in order to provide safe and effective patient care. The medical assisting program reserves the right to amend these essential functions as deemed necessary according to changes made by the clinical agencies or as dictated by accreditation standards. If an applicant or student feels that these standards cannot be met without accommodations or modifications, the college must determine on an individual basis, whether the necessary accommodations can be reasonable made. Requests for accommodations should be directed to Disability Services in Student Services.

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Functional Ability	Standard	Examples of Required Activities
Observation		
Visual	Normal or corrected visual acuity sufficient for accurate observation and performance of technician duties.	<ul style="list-style-type: none"> • See objects up to 20 feet away • Read and interpret the electronic medical record and/or associated paper medical records. • Visual acuity to read calibrations on 1 ml syringe
Hearing	Normal or assisted ability sufficient for assessment of patients	<ul style="list-style-type: none"> • Hear normal speaking level sounds • Hear auscultatory sounds
Smell	Olfactory ability sufficient to detect significant environmental and patient odors	<ul style="list-style-type: none"> • Detect odors from patient (foul smelling drainage, alcohol breath) • Detect smoke
Tactile	Tactile ability sufficient for physical monitoring and assessment of health care needs	<ul style="list-style-type: none"> • Feel vibrations (pulses) • Detect temperature changes • Palpate veins for cannulation
Communication		
Communication	Oral communication skills sufficient to communicate in English with accuracy, clarity, and efficiency with patients, their families and other members of the health care team, including non-verbal communication, such as interpretations of facial expressions, affect and body language.	<ul style="list-style-type: none"> • Give verbal directions to or follows verbal directions from other members of the healthcare team and participate in health care team discussion of patient care • Elicit and record information about health history, current health state and responses to treatment from patients or family members. • Convey information to patients and others as necessary to teach, direct and counsel individuals in an accurate, effective and timely manner

		<ul style="list-style-type: none"> Recognize and report critical patient information to other caregivers
Motor Function		
Gross Motor Skills	Gross motor skills sufficient to provide the full range of safe and effective patient care	<ul style="list-style-type: none"> Move within confined spaces such as a treatment room, examination room, or OR suite Assist patients with impaired mobility with safe transfers Administer CPR and maintain current certification
Fine Motor Skills	Fine motor skills sufficient to perform manual instrumentation as well as automated instrumentation	<ul style="list-style-type: none"> Pick up and grasp small objects with fingers such as surgical instruments, syringes, pills Perform phlebotomy Perform required laboratory testing
Behavioral and Social		
Emotional/Behavioral Professional Attitudes and Interpersonal Skills	<p>Emotional stability and appropriate behavior sufficient to assume responsibility/accountability for actions</p> <p>Present professional appearance and demeanor; demonstrate ability to communicate with patients, supervisors, physicians, and co-workers to achieve a positive and safe work environment</p> <p>Follow instructions and safety protocols</p> <p>Honesty and integrity above reproach</p>	<ul style="list-style-type: none"> Establish rapport with patients, instructors and colleagues Respect and care for persons whose appearance, condition, beliefs and values may be in conflict with their own Deliver patient care regardless of patient's race, ethnicity, age, gender, religion, sexual orientation or diagnosis Conduct themselves in a composed, respectful manner in all situations and with all persons Work with teams and workgroups Demonstrate emotional skills to remain calm and maintain professional decorum in an emergency/stressful situation Demonstrate prompt and safe completion of all patient care responsibilities Exhibit ethical behaviors and exercise good judgment
Intellectual, Conceptual and Quantitative Abilities		
Cognitive/Quantitative Abilities	Reading comprehension skills and mathematical ability sufficient to understand written documents in English involving measurement, calculation, reasoning, analysis and synthesis	<ul style="list-style-type: none"> Collect subjective and objective data from patients Accurately process information on medication containers, providers' orders, equipment calibrations, medical records and policy and procedure manuals Record measurements such as, but not limited to, blood pressure, pulse, temperature, weight, and laboratory findings

Conceptual/Spatial Abilities	Conceptual/spatial ability sufficient to comprehend three-dimensional and spatial relationships	<ul style="list-style-type: none"> Comprehend spatial relationships in order to properly administer injections, perform phlebotomy, and assess wounds of various depths
Clinical Reasoning	Ability to reason across time about a patient's changing condition	<ul style="list-style-type: none"> Evaluate patient or instrument responses, synthesize data, draw sound conclusions
Physical Ability		
Physical Endurance	Physical stamina sufficient to remain continuously on task for up to a 8 hour clinical shift while standing, sitting, moving, lifting and bending to perform patient care activities	<ul style="list-style-type: none"> Walk/stand for extended periods of time; position and transfer patients. Manually resuscitate patients in emergency situations
Mobility	Physical ability sufficient to move from room to room and to maneuver in small spaces; manual and finger dexterity; and hand-eye coordination to perform medical assistant duties	<ul style="list-style-type: none"> Move around facility and in exam and treatment rooms Position oneself in the environment to render care without obstructing the position of other team members or equipment

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