Medical Assisting

The **Medical Assisting** program technical standards have been developed to inform students of the nonacademic essential functions of the program and profession. Examples are not all inclusive.

| **Standard** | **Essential Function** | **Examples** |
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| **Communication****Oral / Written** | * Skills sufficient to communicate information and ideas so others will understand
* Skills sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds
 | * Legibly document relevant patient information (manual or via computer) using correct terminology and spelling
* Interpret doctor’s orders
* Record patient responses to treatments
* Establish rapport with patients, families, and other health care providers
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| **Mobility / Motor Skills** | * Motor skills sufficient to move the hands and use hands to grasp or manipulate objects, pinch with thumb or forefinger
* Mobility sufficient to perform physical activities that require considerable use of arms and legs and moving the whole body
* Mobility sufficient to reach above shoulder height
* Mobility sufficient to bend and retrieve items below waist level
 | * Utilize delicate instruments with patients
* Maneuver in confined spaces
* Twist body to adjust equipment and obtain supplies in various positions
* Physical activities may include:
	+ Bending
	+ Stooping
	+ Lifting
	+ Reaching
	+ Kneeling
	+ Crouching
	+ Squatting
 |
| **Physical Strength and Stamina** | * Ability to stand for extended periods of time
* Ability sufficient to lift and carry up to 50 pounds
* Ability to support and assist patients
* Ability to push 200 pounds
 | * Stand and walk up to 12-hour shifts
* Lift and carry equipment
* Assist patient in and out of a wheelchair and on/off an examination table
* Push a patient weighing 200 pounds in a wheelchair
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| **Sensory*** **Sight**
* **Sound**
* **Taste**
* **Touch**
* **Smell**
 | * Visual skills sufficient to see details at close range and manipulate equipment
* Visual skills sufficient to discriminate shapes and colors
* Listening skills sufficient to communicate with others
* Identify various sounds
* Ability to touch and locate anatomy on patients to perform physical assessments
* Ability to tolerate various odors
 | * Read accurately numbers, letters, and cursive writing on instruments, equipment, computer screens, and paper
* Identify reagents and other materials such as laboratory media and the physical properties of various body fluids
* Observe patient responses to treatment
* Hear verbal communication from patients and other health care team members
* Hear equipment/emergency alarms, call bell, or call for help
* Listen to heart, lung, and blood pressure sounds
* Feel for pulse
* Differentiate between temperature and pressure variations
* Work with patients with poor hygiene
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| **Environmental / Occupational Exposure** | * Exposure to communicable and infectious diseases, secretions, blood, and bodily fluids
* Exposure to environmental hazards
* Possible exposure to X-ray radiation
* Ability to work under high stress situations and respond promptly
* Ability to use personal protective equipment correctly
 | * Possible exposure to HIV, hepatitis, etc.
* Exposure to X-ray radiation, medicinal preparations, latex, and toxic substances
* Respond appropriately in emergency to maintain patient safety and care
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| **Field or Industry Professional Standards** | * Criminal background check
* CPR certification
* Adhere and follow the Medical Assisting Education Review Board technical standards
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