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 |
| **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 |
| **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 |
| **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 |
| **Field or Industry Professional Standards** | * Criminal background check * CPR certification * Adhere and follow the Medical Assisting Education Review Board technical standards |  |