



# Essential Functions for Phlebotomy Technicians



Students in the Phlebotomy Technician Program at PCC must be capable of providing patient-centered services in a safe manner under the supervision of the course lab instructor or an experienced phlebotomist at an accredited medical lab. As a Phlebotomy Technician student, it is essential that you have the following minimum skills and abilities for successful participation and progression in this program and to gain employment as a phlebotomist.

In accordance with Colorado Community College System Policy, PCC will provide, when requested, reasonable accommodations for students with disabilities. The College and the Phlebotomy Technician program, however, are not required to substantially alter the requirements or nature of the Phlebotomy Technician program due to a student's disability or disabilities. Any student who wishes to request accommodations may do so by contacting the PCC Disability Resources Center in the Davis Academic Building in room 120 or call 719-549-3446.

All students, with or without accommodations, must be able to demonstrate the essential functions that are listed below.

## **Essential Function I: Observation**

- Distinguish red, yellow, and blue colors, distinguish clear from cloudy.

## **Essential Function II: Communication**

- 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.
- See clearly enough to read hand-written and computer-generated communications

## **Essential Function III: Motor**

- 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.
- Work standing on your feet the majority of the day.
- Help patients in and out of phlebotomy chairs.
- Lift a minimum of 25 pounds

## **Essential Function IV: Intellectual-Conceptual, Integrative and Quantitative Abilities**

- 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.
- Interpret instructions furnished in oral, written, diagrammatic, or schedule form.
- Apply safety and infection control standards learned in the program to maintain a safe and clean environment for patients and self.

## **Essential Function V: Behavioral and Social Attributes**

- Function effectively under stress and to adapt to an environment that may change rapidly, without warning, and/or in unpredictable ways. They must accept responsibility for learning, exercising good judgment.
- Work effectively, respectfully and professionally as part of the healthcare team, and to 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; perform varied tasks; and present a professional appearance.

## **Essential Function VI: Ethical and Legal Standards**

- Comprehend and comply the basis and content of both general and medical ethics.
- Possess attributes that include compassion, empathy, integrity, responsibility, and tolerance.
- Recognize limitations in their knowledge, skills and abilities.
- Seek appropriate assistance when confronted with limitations.

## **Essential Function VII: Computer Literacy**

- Have the knowledge and skills to use a computer and other related technology.
- Have the knowledge and skills to operate software products such as an operating system, a software application, or an automated Web design tool.

## **Other Essential Function:**

- Sufficient olfactory (smell) sense to maintain patients' and environment safety.
- Ability to work indoors, be around moving machinery; fumes, gases, odors, irritating particles, possibly be exposed to blood and body fluids, noise, 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.

I have reviewed the essential functions for this program, and I certify that to the best of my knowledge I have the ability to perform these functions. I understand that a further evaluation of my ability may be required and conducted by the Phlebotomy Technician program instructor, if deemed necessary, to evaluate my ability for admission into, retention in, and progression through the program.

I understand that if my health changes during the Phlebotomy Technician program so that I am no longer able to meet, with or without accommodations, the essential functions of the program, I may be withdrawn from the program.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_