

**HAGERSTOWN COMMUNITY COLLEGE**  
**MEDICAL ASSISTING PROGRAM**  
**Technical Standards**

Students enrolled in the Medical Assisting Program must meet the following requirements to perform effectively in the educational activities of the program and in the medical assisting profession.

Determination is made on an individual basis as to whether or not accommodations or modifications can be reasonably made.

Students who have special needs are encouraged to identify themselves to the Coordinator of Disability Support Services as early as possible. Reasonable accommodations based on current documentation are provided to qualified students.

<b>ISSUE</b>	<b>STANDARD</b>	<b>EXAMPLES OF REQUIRED ACTIVITIES (Not all inclusive)</b>
Critical Thinking	Critical thinking abilities sufficient for safe and appropriate clinical judgment and situational awareness.	<ul style="list-style-type: none"><li>• Investigate the patient's needs or conditions.</li><li>• Methodically question patients or medical staff to gain information.</li><li>• Analyze patient comments or questions, and respond with appropriate information.</li><li>• Initiate proper emergency care protocols, including CPR, based on assessment data.</li></ul>
Interpersonal, Behavioral, and Social Skills	Interpersonal abilities to interact effectively with patients, families, and the medical care team from diverse cultural, social, emotional, and intellectual backgrounds.	<ul style="list-style-type: none"><li>• Establish rapport with patients, families, and colleagues.</li><li>• Maintain mature, sensitive, and effective relationships with patients and fellow workers (interpersonal skills).</li><li>• Tolerate physically demanding workload.</li><li>• Function effectively under stress.</li><li>• Adaptability to changing environments (flexible schedules, emergency situations).</li><li>• Display compassion, professionalism, empathy, integrity, concern for others, and interest and motivation.</li><li>• Work collaboratively with the physician.</li></ul>
Communication	Communication abilities to perform required written and verbal functions in the program and the medical care environment.	<ul style="list-style-type: none"><li>• Effectively use communication to gather patient history, instruct the patient, relieve patient anxiety, gain patient cooperation, accomplish the procedure,</li></ul>

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		<p>and manage emergency situations.</p> <ul style="list-style-type: none"> <li>• Correctly read the patient's medical chart and follow the physician's objectives.</li> <li>• Obtain pertinent patient history, and legibly write information on the patient's chart or enter to the patient's computerized medical record.</li> <li>• Document treatment performed and patient responses as indicated.</li> <li>• Be able to listen and verbally communicate by telephone.</li> <li>• Effectively communicate with the medical staff in regards to the patient's needs and treatment.</li> </ul>
Mobility	Physical and motor abilities sufficient to safely move the patient and equipment.	<ul style="list-style-type: none"> <li>• Assist all patients, according to individual needs and abilities, in moving, turning, and transferring to and from the examination table.</li> <li>• Be able to push, pull, and lift 50 pounds.</li> </ul>
Motor Skills	Gross and fine motor abilities sufficient to provide safe and effective care.	<ul style="list-style-type: none"> <li>• Transfer and maneuver medical instruments with one and/or both hands.</li> <li>• Correctly perform aseptic procedures, such as disinfection of a medical procedures room, sterilization of medical instruments, management of sharps, and maintenance of proper protocols for management of bloodborne pathogens.</li> <li>• Stand for period of time as long as 30 minutes while holding medical equipment.</li> <li>• Operate medical instruments and equipment and venipuncture equipment.</li> <li>• Recognize and assist the physician in the administration of emergency care, including CPR.</li> <li>• Create a sterile field for surgical asepsis procedures.</li> </ul>
Hearing	Auditory abilities sufficient to monitor and assess patient needs, and provide a safe environment.	<ul style="list-style-type: none"> <li>• Hear patients and staff talk in a normal tone from a distance of 10 feet.</li> <li>• Hear an individual speaking through a telephone receiver and respond appropriately.</li> <li>• Hear alarms, emergency signals, and cries for help.</li> <li>• Hear blood pressure sounds through</li> </ul>

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		the stethoscope.
Visual	Visual abilities sufficient for observation and assessment, for safe operation of equipment, and patient care management.	<ul style="list-style-type: none"> <li>• Distinguish the proper instrument tray set-up for medical procedures.</li> <li>• Visually differentiate medical instruments.</li> <li>• Notice subtle changes in the patient's facial expression and body language.</li> <li>• Differentiate shapes and colors under a microscope, on diagnostic testing materials, or of various body fluids.</li> <li>• Differentiate between unsterile and sterilization monitor strips.</li> <li>• Visualize patient respirations during vital sign assessments.</li> <li>• Observe the patient to assess patient's condition and/or needs from a distance of 10 feet.</li> <li>• Read expiration dates and lot numbers on medical materials, medications, and supplies.</li> <li>• Visualize numbers, letters, and calibrations of various sizes located on diagnostic and patient care equipment.</li> </ul>
Tactile	Tactile ability sufficient to perform required patient assessment and equipment operation functions.	<ul style="list-style-type: none"> <li>• Perform palpation, tactile assessment, and manipulation as required to perform patient care procedures and assessments, such as venipuncture and vital signs.</li> <li>• Operate medical equipment.</li> <li>• Manipulate various medical instruments.</li> <li>• Manipulate various medical materials.</li> <li>• Manipulate dials, buttons, and switches of various sizes.</li> </ul>
Mental	Intellectual and emotional abilities sufficient for patient assessment, safe operation of equipment, performance of duties, and care of patients.	<ul style="list-style-type: none"> <li>• Be able to mentally concentrate and focus attention, thoughts, and efforts on patients and equipment to competently perform patient care and medical treatment procedures.</li> <li>• Be able to respond effectively to patients and medical conditions and/or situations.</li> </ul>
Environmental Requirements	Physical and mental health sufficient enough to tolerate the rigors of the program and the health care environment.	<ul style="list-style-type: none"> <li>• Be able to tolerate risks and discomforts in the clinical setting that require special safety precautions, additional safety education, and health risk monitoring (i.e. bloodborne pathogens; working with sharps, chemicals, and infectious disease).</li> </ul>

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		<ul style="list-style-type: none"><li>• Be able to wear protective clothing, or gear such as masks, goggles, and gloves.</li></ul>
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Adapted from Hagerstown Community College Medical Imaging and Dental Assisting Programs

**Applicants with allergies and sensitivities, especially to latex and nitrile products, put themselves at risk of reaction in the health care environment. Students with allergies and sensitivities must have permission from their physician and follow physician and college guidelines to participate in the Medical Assisting program.**

**Please list allergies and sensitivities:**

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The student must notify the Program Coordinator if there is any change in his/her ability to meet the above physical requirements while enrolled in the Medical Assisting Program.

I, \_\_\_\_\_, have read and understand the requirements  
(print name)  
listed on this form.

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

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