



## **ESSENTIAL FUNCTIONS OF A MEDICAL LABORATORY TECHNICIAN**

Students enrolling in and graduating from a Medical Laboratory Technician program must meet the essential function requirements of the academic program and of the corresponding MLT profession with or without reasonable accommodations. They must complete programs consisting of academic study, simulated laboratory practice, and clinical laboratory experience. Students must be able to contribute to the progress of their peers, complete tasks assigned by instructors and clinical supervisors, and provide services that contribute to the well-being of patients. Examples of the functions that applicants must be physically able to accomplish are listed below. If you are not sure that you will be able to meet these essential functions, please consult with the program director for further information and to discuss your individual situation.

Grayson College will provide services and training, without discrimination, to academically qualified persons who meet the following essential requirements developed in compliance with the American with Disabilities Act (PL101-336) and the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS):

To be successful in the Medical Laboratory Technology program at the Grayson College, a student must meet the following requirements:

### **Visual and Observational Skills:**

- Observe laboratory demonstrations in which biological specimens are tested for their biochemical, hematological, immunological, and histochemical components.
- Characterize the color, odor, clarity, and viscosity of biological samples and reagents.
- Use a clinical binocular microscope to discriminate among fine structural and color (hue, shading, and intensity) differences of microscopic specimens.
- Read and comprehend text, numbers, and graphs displayed in print and on a video monitor.
- Recognize instrument alarms.

### **Motor and Mobility Skills:**

- Move freely and safely about a laboratory.
- Reach laboratory bench tops and shelves, patients lying in hospital beds or patients seated in specimen collection furniture.
- Perform laboratory tests adhering to existing laboratory safety standards.
- Perform moderately taxing continuous physical work, often requiring prolonged sitting over several hours.
- Maneuver phlebotomy and culture acquisition equipment to safely collect valid laboratory specimens from patients.
- Perform fine motor tasks such as pipetting, inoculating media, withdrawing a blood sample from a patient, handling small tools and/or parts to repair and correct equipment malfunctions, and transferring drops into tubes of small diameter.
- Use a computer keyboard to operate laboratory instruments; to calculate, record, evaluate, and transmit laboratory information; and to prepare reports, presentations, procedures, and spreadsheets.

## **Communication Skills**

- Interact and communicate effectively in English using verbal, non-verbal and written formats with faculty, college employees, other students, patients, patient's families and all members of the healthcare team.
- Communicate confidentially with patients, family, and members of the healthcare team concerning specimen collection or test results.
- Clearly instruct patients prior to specimen collection.
- Read and comprehend technical and professional materials (e.g. textbooks, magazines, journal articles, handbooks, and instruction manuals).
- Follow verbal and written instructions in order to correctly and independently perform laboratory test procedures.
- Effectively use computer software (word processor, spreadsheet, database, information systems), instructional technology and the Internet for communication, education, and professional purposes
- Independently prepare papers, laboratory reports, and take paper, computer, and laboratory practical examinations at the post-secondary level.
- Deliver oral presentations to fellow students and health care professionals

## **Intellectual Requirements:**

- Possess intellectual skills: comprehension, measurement, mathematical calculation, reasoning, integration, analysis, comparison, self-expression, and criticism
- Exercise sufficient judgment to recognize and correct performance deviations.
- Collect, interpret and integrate information, using sound judgment in making decisions
- Apply knowledge to new situations and to problem solving scenarios.

## **Behavioral Skills:**

- Manage the use of time and systematize actions in order to complete professional and technical tasks within realistic constraints.
- Recognize potentially hazardous materials, equipment, and situations, and proceed safely in order to minimize risk of injury to patients, self, and nearby individuals.
- Effectively apply knowledge and exercise appropriate judgment to laboratory and classroom situations.
- Possess the emotional health necessary to effectively employ intellect and exercise appropriate judgment under conditions of physical and emotional stress.
- Provide professional and technical services in a timely manner while under stressful laboratory situations (i.e., instrument malfunction / downtime, ambiguous test orders, unacceptable test specimens, unclear test interpretation), emergent demands (i.e. "stat" test orders), and distracting environment (i.e., high noise levels, crowding, complex visual stimuli.)
- Adapt to working with unpleasant biological specimens.
- Show flexibility and creativity to adapt to professional and technical change.
- Support and promote the activities of fellow students and health care professionals, contribute to the team approach to learning, task completion, problem solving, and patient care.
- Be honest, compassionate, ethical, and responsible.
- Be forthright about errors or uncertainty.
- Critically evaluate his/her own performance, accept constructive criticism, and look for ways to improve performance.
- Fairly evaluate the performance of fellow students and tactfully offer constructive comments.
- Show respect for individuals of different age, ethnic background, religion, and/or sexual orientation.
- Conform to standards of dress, appearance, language, public behavior, and program policy guidelines.



**ACKNOWLEDGEMENT OF ESSENTIAL FUNCTIONS**

I have read, understand, and received a copy of the Grayson College Medical Laboratory Technician program Essential Functions which are necessary for successful completion of the Medical Laboratory Technician program.

My signature below indicates that I currently meet the Essential Functions as written. If at any time I cannot meet the Essential Functions, I understand that my eligibility in the Medical Laboratory Technician program will be reviewed.

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Student's Signature

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Date