

PROCEDURE: SCHOOL OF MEDICAL LAB SCIENCE (MLS.03.08.00.00)
EFFECTIVE DATE: 4/06
REVISION DATE: 5/13, 3/19, 4/20, 5/22
REVIEW DATE: 5/7, 4/8, 4/9, 5/10, 6/11, 4/12, 5/14, 3/15, 3/16, 5/17, 5/18, 4/21, 5/23, 5/24

SUBJECT: ESSENTIAL FUNCTIONS FOR ADMISSION

POLICY:

Essential functions represent the non-academic requirements of the program that students must possess to successfully participate in the program. The following is a list of technical abilities and skills.

1. **Manual Dexterity:** Possess gross/fine motor skills with eye-hand coordination; grasp various-sized objects with one or both hands; twist and turn knobs; maneuver phlebotomy/laboratory equipment; manipulate/adjust pipettes; use computer keyboard and mouse; a sense of touch and temperature discrimination.
2. **Mobility:** Move freely and safely in the clinical laboratory, patient-care areas, corridors, and elevators; able to reach laboratory instruments, equipment, countertops, shelves, and patients lying down or sitting up.
3. **Vision:** Differentiate color shades and fine structural characteristics of specimens by macro/microscopic means; view charts, numbers, and graphs in print or on computer monitor; observe laboratory demonstration of techniques and test procedures; judge distance and depth accurately.
4. **Hearing:** Possess normal or corrected hearing with or without the use of assistive devices.
5. **Speech:** Communicate verbally with clarity in English to laboratory/healthcare staff in a timely manner (stat or critical test results); deliver oral presentations to classmates.
6. **Writing:** Exhibit legible penmanship in English.
7. **Reading:** Read and comprehend technical and professional materials (textbooks, journals, instruction manuals) and practical examinations; follow directions printed in English.
8. **Standing/Sitting:** Tolerate prolonged positioning for several hours due to repetitive tasks.
9. **Lifting:** Lift and handle objects up to 50 pounds.
10. **Behavioral Stability:** Remain calm and accurately perform lab duties during emergency and non-emergency situations; be flexible and adaptable to changes; work with infectious/biohazardous specimens and hazardous chemicals; work independently and with others; and demonstrate a professional image.
11. **Intellectual:** Recall, apply and evaluate laboratory data; prioritize tasks; problem solve and troubleshoot situations; exhibit sound judgment for appropriate corrective actions.

PROCEDURE:

1. If you require special assistance or accommodations in performing the essential functions listed above, please inform the program director by written description of need(s) at the time of application.
2. All applicants must pass a health examination given by the Hospital Employee Health Service after acceptance in the Program prior to beginning the clinical experience.
3. Saint Francis Health System School of Medical Laboratory Science offers equal opportunity to all students or applicants without regard to race, color, religion, sex, age, disability, or national origin.

ATTENTION ALL APPLICANTS

1. Please read the listed essential functions carefully. Select one of the following:
 - I can meet essential functions.
 - I can meet essential functions with accommodations.
 - I cannot meet essential functions.
2. I attest and understand the essential functions for the medical laboratory science program. All questions concerning this document have been answered. I can and am prepared to meet these requirements.

Full Name

Date