

CENTRAL PIEDMONT COMMUNITY COLLEGE
ESSENTIAL FUNCTIONS FOR: CYTOTECHNOLOGY PROGRAM

Students: The following are the requirements that I must be able to perform, with or without reasonable accommodations, in order to enter, remain in and complete the Cytotechnology program and become employable.

Category of Essential Function	Definition	Example of Technical standard
Critical Thinking/ Problem Solving	Ability to measure, calculate, reason, analyze, integrate and synthesize information sufficient for clinical judgment	• Formulate diagnoses by accurately evaluating all physical, clinical, and microscopic findings • Identify cause-effect relationships in clinical situations • Concentrate to correctly perform clinical tasks within the scope of practice and transfer knowledge from one setting to another • Respond appropriately to constructive feedback • Manage time effectively. • Prioritize actions safely and efficiently
Communication	Ability to effectively communicate using English verbal and non-verbal formats with faculty, patients, families, fellow students and all members of the multi-disciplinary team to monitor and assess patient and equipment function	• Demonstrate the ability to actively listen, clarifying, responding to verbal and non-verbal behavior, respecting the personal space of others • Use professional, appropriate grammar and cultural sensitivity in legible written and oral communication • Utilize computers correctly, effectively and professionally to acquire information and to communicate with others • Accurately prepare, maintain, and document records
Interpersonal	Appropriate interpersonal interaction sufficient to work collaboratively with healthcare team, patients and families	• Capable of establishing and recognizing interpersonal boundaries • Interacts appropriately with all individuals, families, and groups from a variety of social, emotional, cultural and intellectual backgrounds • Shows respect for individuals of different ages, ethnic backgrounds, religion and/or sexual orientation • Employs basic conflict management skills, demonstrating professional demeanor and behavior and must perform all aspects of work in an ethical manner in relation to peers, faculty, staff and patients
Behavioral Skills	Present self in a professional manner in clinical and academic settings, demonstrating integrity, accountability and reliability	• Demonstrate caring for others, initiative, flexibility, enthusiasm, honesty, cooperation • Recognize personal limitations and request assistance as appropriate • Performs duties efficiently, willingly, and thoroughly • Demonstrate the ability to conform to appropriate standards of dress, appearance, language and public behavior • Advocate, uphold and defend a patient's right to privacy and the doctrine of confidentiality

Emotional Stability/Coping Skills	Function effectively and adapt to circumstances including highly stressful or rapidly changing situations	• Capable of managing heavy schedules and deadlines; multiple priorities; and perform in fast-paced situations • Adapt to changing environment and stress • Deal with the unexpected, capable of focusing attention on the task at hand • Handle strong emotions calmly and professionally
Physical Abilities	Sufficient physical endurance to participate fully in the clinical and academic settings at an appropriate level	• Lift a minimum of 40 pounds • Extended periods of sitting, standing, lifting and walking briskly
Motor Skills (fine & gross)	Sufficient motor function to execute movements required to perform duties with the ability to engage in skills requiring the use of gross and fine motor manipulation of arms, hands and fingers	• Safely maneuver equipment safely perform duties within scope of practice • Ability to seize, grasp, grip, hold, turn or otherwise work with hands and fingers • Work with fingers to manipulate switches, dials and other equipment controls • Input data into computer
Sensory Abilities	Sufficient auditory, visual and tactile ability to monitor and assess health needs	• Visual – (corrected as necessary) Successful completion of color-blind test; Visualize through light microscopy clearly and differentiate microscopic components; Discern textures and densities and differentiate shapes microscopically and macroscopically; Visually evaluate medical specimen; Focus for long periods of time at the microscope • Auditory – (corrected as necessary) recognize and respond to equipment/emergency alarms • Tactile – Calibrate and manipulate equipment correctly; Collect and process specimens

Student Name (Print): _____

Date: _____

Student Signature _____

Date: _____