MLT PROGRAM ESSENTIAL FUNCTIONS

During the course of the Medical Laboratory Technician Program, students must demonstrate, with or without appropriate and reasonable modifications to policies and practices, the ability to perform the functions listed below safely, reliably and efficiently. If you believe you may need any accommodation to demonstrate these functions, please contact the MLT Program Director, via the School of Health office, at (608)246-6065.

<table>
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<th>STANDARD</th>
<th>SOME EXAMPLES OF NECESSARY ACTIVITIES (This list is not all inclusive.)</th>
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| Critical thinking ability sufficient for clinical judgment and professional behavior | Identify cause-effect relationships in laboratory situations  
Solve problems  
Consider consequences of solutions  
Make and defend sound judgments  
Establish priorities  
Distinguish significant from insignificant  
Note relationships and patterns  
Evaluate outcomes  
Organize workload and manage time in order to complete technical tasks within realistic time limits |
| Interpersonal abilities sufficient to interact with others from a variety of social, emotional, cultural and intellectual backgrounds | Support peers and health care professionals in order to promote a team approach to learning, task completion, problem solving and patient care  
Be honest and forthright about errors  
Critically evaluate performance, accept constructive criticism, and be responsible for improving performance  
Be compassionate and ethical |
| Communication abilities sufficient for interaction with others             | Read and comprehend technical and professional materials (textbooks, journal articles, handbooks, technical inserts, and procedure manuals)  
Follow instructions in order to correctly perform laboratory test procedures  
Communicate concisely, effectively and courteously with patients regarding test orders and specimen collection instructions  
Communicate effectively with instructors, peers, laboratory staff and other health care professionals  
Maintain clear, concise and accurate laboratory records and reports |
| Physical abilities sufficient to maneuver as required to perform laboratory procedures | Move freely and safely about the laboratory  
Perform moderately taxing continuous physical work, often requiring prolonged sitting  
Reach laboratory benchtops and shelves, patients lying in hospital beds or patients seated in blood collection furniture |
|---|---|
| Gross and fine motor abilities sufficient to work safely and effectively in a laboratory | Maneuver phlebotomy and culture equipment to collect laboratory specimens from patients  
Control laboratory equipment (pipettes, inoculating loops, test tubes, etc.) and adjust instruments to perform laboratory procedures  
Use electronic keyboard to operate laboratory instruments and calculate, record, evaluate and transmit data |
| Visual ability sufficient to observe and perform laboratory procedures | Observe laboratory demonstrations of specimens, techniques, and instruments  
Differentiate the color, consistency and clarity of biological specimens and reagents  
Distinguish detail in minimal contrast mediums  
Read and comprehend text, numbers, and graphs displayed in print or on a video monitor |
| Ability to work in a high stress environment, respond to emergencies and maintain emotional control | Calmly react to urgent situations  
Recognize own stress level and communicate need for assistance appropriately  
Set realistic expectations to meet requirements  
Perform multiple tasks and establish priorities |
| Ability to protect self and others from environmental risks and hazards | Follow established safety procedures  
Utilize appropriate laboratory safety equipment  
Perform frequent hand washing  
Utilize disinfectants and cleaning agents appropriately  
Work safely with potentially biohazardous and unpleasant biological specimens |

**REQUEST FOR REASONABLE ACCOMMODATIONS**

The MLT faculty is committed to providing each student with the opportunity to successfully complete the MLT program. Therefore, if you have a diagnosed disability that would interfere with your ability to complete the requirements of a course, to participate in the activities described in the course syllabus, or to perform the program related essential functions, you should contact the Disability Resource Service Office at (608)246-6716 to arrange appropriate academic adjustments. All requests will be held in confidence. To promote your success, accommodation requests must be received by the end of the second week of the course.

09/2014