



Bellingham Technical College
Phlebotomy Program

ESSENTIAL SKILLS AND FUNCTIONAL ABILITIES

Candidates for the phlebotomy program must have certain essential skills and functional abilities. If a candidate believes that he or she does not possess one or more of these skills or abilities without accommodations, the phlebotomy program must determine, on an individual basis, whether a reasonable accommodation can be made. Essential skills and abilities are performance requirements that refer to those physical, cognitive, and behavioral skills and abilities required for satisfactory completion of all aspects of a Phlebotomy program curriculum, and the development of personal attributes required of all students at graduation. The essential skills required by the curriculum areas are listed below. These are skills each phlebotomist must possess, and the use of a third party for the fulfillment of these attributes is not adequate.

Motor Skills

Candidates must have the physical dexterity to master technical and procedural aspects necessary to carry out required phlebotomy techniques and perform patient care. They must have adequate physical stamina and energy to carry out taxing duties that may involve sitting or standing for long periods of time. They must also possess the motor skills sufficient to handle small equipment.

Sensory Abilities

Candidates must be able to gather information using all senses, especially sight, hearing, and manual dexterity, in order to perform Phlebotomy procedures.

Communication Skills

Candidates must be able to communicate effectively with patients, including gathering information appropriately, explaining medical information in a patient-centered manner, listening effectively, recognizing, acknowledging, and responding to emotions, and exhibiting sensitivity to social and cultural differences.

Candidates must be able to communicate effectively in English with accuracy, clarity, and efficiency with patients, their families, and other members of the healthcare team (including spoken and non-verbal communication, such as interpretation of facial expressions and other body language) and work cooperatively with supervisors, other students, and all other healthcare team members, and they must be able to accurately identify patients.

Intellectual Abilities

Candidates must be able to comprehend and learn factual knowledge from readings and didactic presentations, gather information independently, analyze and synthesize learned material, and apply information to clinical situations.

Candidates must be able to develop sound clinical judgment and exhibit well-integrated knowledge about the phlebotomy process of care, to include: assessment, planning, implementation, and evaluation of phlebotomy services. They must be comfortable with uncertainty and ambiguity in clinical situations, and seek the advice of others when appropriate.

Behavioral, Social and Professional Abilities

Candidates must possess the emotional maturity and stability to function effectively under the types of stress that are inherent in healthcare professions and to adapt to circumstances that are unpredictable or that change rapidly. They must be able to interact productively, cooperatively, and in a collegial manner with individuals of differing personalities and backgrounds, and be an active contributor to the process of providing health care by demonstrating the ability to engage in teamwork and team building. They must demonstrate the ability to identify and set priorities in patient management and in all aspects of their professional work. They must be punctual and perform work under strict time frames.

Candidates must be capable of empathetic response to individuals in many circumstances and be sensitive to social and cultural differences.

Candidates must exhibit an ethic of professionalism, including the ability to place others' needs ahead of their own. They must exhibit compassion, empathy, altruism, integrity, responsibility, and tolerance, as well as demonstrate the ability to exercise the requisite judgment required in the practice of phlebotomy.

Essential Abilities Requirements for Promotion and Retention Signature

I have read and have had the opportunity to have all of my questions answered regarding the Phlebotomy Program Essential Skills and Functional Abilities. My signature represents that I understand and will abide by these requirements.

Printed Name

Signature

Date