

**Fox Valley Technical College**  
**Medical Laboratory Technician Program**  
**Technical Standards**

In order to assist students to successfully complete the Medical Laboratory Technician Program, FVTC has developed a set of objective technical standards. Students will be asked to sign a form stating whether they are able to meet the technical standards, with or without accommodations, as stated in this document. Students in the Medical Laboratory Technician Program must be able to demonstrate critical, logical and analytical thinking while also possessing motor, auditory and visual skills that enable them to meet the certificate objectives and perform job duties required by the profession. It is the intent of Fox Valley Technical College (FVTC) to fully comply with Section 504 of the Rehabilitation Act of 1974 and the Americans with Disability Act (ADA) of 1990. (In accordance with the ADA and Section 504, FVTC does not provide students with personal devices and services).

If a student enters the Medical Laboratory Technician Program based on falsification of records related to their ability to meet the technical requirements, he/she may face disciplinary actions.

| <b>PROGRAM SKILL LEVEL</b><br>Specific Ability Required for Technical Skills Attainment   | <b>APPLICATION TO MEDICAL LABORATORY TECHNICIAN</b><br>Activities Including but Not Limited To:  |
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| <b>GROSS MOTOR COORDINATION</b>   |  |
| <ul style="list-style-type: none"> <li>• Move within confined spaces</li> <li>• Maintain balance in multiple positions</li> <li>• Twist body from side to side</li> <li>• Reach above shoulders, below waist and out in front</li> <li>• Push, pull, stabilize and pivot</li> <li>• Squeeze with hands</li> <li>• Able to move freely and safely about a laboratory</li> </ul>  | <ul style="list-style-type: none"> <li>• Move freely in the laboratory and patient care areas</li> <li>• Lift at least 25 pounds and push and/or pull 75 pounds (wheelchair, supplies).</li> <li>• Move in rooms and between equipment</li> <li>• Reach and bend when necessary, up or down, forward, backward to perform job tasks</li> <li>• Use both hands simultaneously and squeeze (assisting in stabilizing patients), operate fire extinguisher</li> </ul>   |
| <b>FINE MOTOR COORDINATION</b>  |  |
| <ul style="list-style-type: none"> <li>• Grasp/pick up objects with hands and fingers</li> <li>• Write with pen or pencil</li> <li>• Key/type</li> <li>• Good eye, hand &amp; foot coordination</li> <li>• Simultaneous hand/wrist &amp; finger movement</li> <li>• Able to possess hand and finger coordination and strength to allow grasp, twist, and pinch of an object weighing five (5) pounds for at least five (5) seconds.</li> <li>• Must be able to key/type (e.g. use a computer) and manipulate objects like pencils, pens, and syringes.</li> </ul>   | <ul style="list-style-type: none"> <li>• Handle pencils/pens/ syringes/ tubes and needles</li> <li>• Use a computer</li> <li>• Turn objects/knobs using fingers</li> <li>• Manipulate equipment</li> <li>• Tie a tourniquet</li> <li>• Perform venipuncture and capillary puncture smoothly with coordinated dexterity</li> </ul>  |
| <b>ENVIRONMENT AND PHYSICAL ENDURANCE</b>   |  |
| <ul style="list-style-type: none"> <li>• Able to stand for several hours</li> <li>• Sustain repetitive motions</li> <li>• Function in a fast paced environment</li> <li>• Able to tolerate working in confined areas with high temperatures for up to ½ hour</li> <li>• Able to have stamina sufficient to maintain continuous physical activity, sitting, or prolonged standing for a time period of 5-8 hours.</li> <li>• Able to tolerate exposure to common allergens such as body lotions, soaps, and cleaning products, and latex products.</li> <li>• Able to tolerate strong odors, exposure to chemicals and biohazard materials.</li> </ul> | <ul style="list-style-type: none"> <li>• Stamina to maintain continuous physical activity 5-8 hrs.</li> <li>• Demonstrate flexibility during collection procedures</li> <li>• Exposure to body lotions, cleaning products, chemical substances, latex products</li> <li>• Able to tolerate strong odors, exposure to chemicals and biohazard materials.</li> <li>• Able to tolerate strong odors, exposure to chemicals and biohazard materials as required when preserving specimens or working with instrumentation</li> </ul> |
| <b>TACTILE ABILITY</b>  |  |
| <ul style="list-style-type: none"> <li>• Able to distinguish subtle vibrations through the skin (Pulse).</li> <li>• Able to identify the subtle difference in surface characteristics (feel a raised rash).</li> <li>• Detect hot and cold temperature</li> </ul>   | <ul style="list-style-type: none"> <li>• Identify the location and character of a vein</li> <li>• Discriminate veins from other structures</li> <li>• Distinguish difference between vein and artery (pulse)</li> <li>• Recognize area appropriate for blood collection (rash and inflammation)</li> </ul>   |

| <b>MOBILITY</b>   |  |
|---|--|
| <ul style="list-style-type: none"> <li>• Twist and bend</li> <li>• Move quickly</li> <li>• Able to squat or modified squat (one knee on floor) for at least one (1) minute.</li> <li>• Able to climb and descend a flight of stairs in succession.</li> <li>• Able to walk independently without the assistance of a cane, walker, crutches, wheel chair or the assistance of another person.</li> <li>• Able to move quickly in response to an emergent situation.</li> </ul>  | <ul style="list-style-type: none"> <li>• Ability to move throughout the facility</li> <li>• Ability to respond promptly to an emergent situation</li> <li>• Ability to reposition clients</li> <li>• Collect specimens at bedside or from pediatric patients at lower levels</li> <li>• Collecting and transporting specimens as requested</li> </ul>  |
| <b>SMELL</b>  |  |
| <ul style="list-style-type: none"> <li>• Able to detect differences in body and environmental odors.</li> <li>• Able to see objects clearly within a minimum of 20 feet.</li> <li>• Able to identify dangerous objects and client situations within the laboratory.</li> </ul>  | <ul style="list-style-type: none"> <li>• Detect specimen physical characteristics</li> </ul>   |
| <b>READING</b>  |  |
| <ul style="list-style-type: none"> <li>• Able to read and understand English with ability to understand medical records, charts, graphs and worksheets to comprehend assignments, curriculum and patient documentation.</li> <li>• Able to read and understand digital and computer displays.</li> </ul>  | <ul style="list-style-type: none"> <li>• Ability to read medical record, charts, graphs and worksheets</li> <li>• Ability to follow physician guidelines and laboratory procedures</li> <li>• Utilize instrumentation and respond appropriately</li> </ul>   |
| <b>VISION</b>   |  |
| <ul style="list-style-type: none"> <li>• Read and interpret data held at normal reading distance (including measurements and calibrations and grids).</li> <li>• Ability to see objects clearly up to 20 feet away</li> <li>• Use depth perception and peripheral vision.</li> <li>• Distinguish colors and color intensity</li> </ul>  | <ul style="list-style-type: none"> <li>• Read patient's identification on an ID bracelet</li> <li>• Recognize color change of blood specimen</li> <li>• Observe color change when using laboratory equipment</li> <li>• Recognize chemical and/or safety hazards</li> <li>• Observe flushed skin/paleness</li> <li>• Read information found on patient requisition</li> <li>• Differentiate colors of conventional blood collection tubes</li> <li>• Read procedure manuals and product inserts</li> </ul> |
| <b>HEARING</b>  |  |
| <ul style="list-style-type: none"> <li>• Hear and discriminate speech at normal conversation levels</li> <li>• Hear faint voices and faint body sounds</li> <li>• Discriminate speech with background noise</li> <li>• Hear audible alarms</li> <li>• Hear when unable to see lips</li> </ul>   | <ul style="list-style-type: none"> <li>• Conversation with patients</li> <li>• IV pumps, bed alarms, tones used in lab equipment, fire alarms</li> <li>• When masks are used</li> <li>• During telephone use</li> <li>• Discussion with team and co-workers</li> </ul>   |
| <b>MATH</b>   |  |
| <ul style="list-style-type: none"> <li>• Able to do basic math including add, subtract, multiply, and divide without the use of a calculator.</li> <li>• Able to count and understand the meaning of numbers</li> <li>• Able to compute fractions and decimals.</li> <li>• Tell and measure time/able to tell time on an analog clock.</li> <li>• Able to comprehend and interpret graphical data</li> <li>• Document numbers in records</li> <li>• Read and interpret units of measurement</li> <li>• Convert numbers to and from metric to American system</li> </ul> | <ul style="list-style-type: none"> <li>• Volume measurement</li> <li>• Charts, computerized data bases</li> <li>• Calculating times of collection</li> <li>• Use of military time and analog clock</li> <li>• Instrument temperature logs</li> </ul>   |
| <b>INTERPERSONAL SKILLS</b>   |  |
| <ul style="list-style-type: none"> <li>• Establish rapport with patients and coworker</li> <li>• Able to apply knowledge gained in classroom to establish appropriate relationships with clients, families, and coworkers.</li> <li>• Able to interact as a member of the health care team.</li> <li>• Able to show respect for diversity in culture, religion, sexual orientation, marital status, socio-economic status and abilities and disabilities.</li> <li>• Ability to maintain confidentiality and demonstrate professional behavior</li> </ul>               | <ul style="list-style-type: none"> <li>• Provide service to and interact with patients of diverse age, gender, sexual orientation, race, religion, nationality, physical or mental condition</li> </ul>  |

## COMMUNICATION SKILLS

- Speak, read and write English
- Listen and comprehend spoken and written English
- Collaborate with others
- Direct/manage/delegate activities of others
- Able to interact with others to report observations and advocate for the needs of clients.
- Able to speak, write, listen/comprehend spoken/written English in order to be able to communicate with clients as well as report and document client information.
- Able to follow verbal and written directions
- Exhibits and comprehends nonverbal cues
- Able to interact with others to report observations and advocate for the needs of a patients
- Interact as a member of the healthcare team
- Follow verbal and written direction
- Provide clear verbal instruction to patients and coworkers

## EMOTIONAL STABILITY

- Establish professional relationships
- Deal with the unexpected
- Accept feedback appropriately
- Accept responsibility for own actions
- Able to focus attention on tasks, prioritize and meet time constraints.
- Able to perform multiple responsibilities concurrently.
- Ability to work independently or with others
- Cope with strong emotions in others
- Maintain composure in the face of multiple responsibilities
- Able to adapt to emergencies and changing conditions while maintaining emotional control.
- Adapt to unpleasant and stressful situations common in clinical setting
- Prioritize task to ensure completion of assigned work
- Able to interact and support clients during times of stress and emotional upset.
- Able to focus on client needs despite interruptions and multiple demands/be flexible.
- Able to cope with strong emotions and physical outbursts of clients while remaining in a reasonable state of calm.

## CRITICAL THINKING

- Comprehend and follow instructions
- Follow processes from start to finish
- Sequence information
- Application of knowledge and skills
- Adapt decisions based on new information

## ANALYTICAL THINKING

- Able to comprehend and follow instruction
- Follow processes from start to finish
- Identify cause and result relationships
- Define, recognize and solve problems
- Transfer knowledge between situations
- Apply math concepts – simple and complex
- Use aspects of both short and long term memory
- Analyze and interpret abstract and concrete data
- Process and interpret data from multiple sources
- Prioritize tasks
- Recognize when to seek supervisory assistance
- Organize work area and prioritize workload
- Exercise good judgment when caring for patient
- Able to apply knowledge and skill when assisting the client.
- Able to organize and use information regarding the client.
- Troubleshoot laboratory equipment
- Evaluate and interpret patient data

**FOX VALLEY TECHNICAL COLLEGE  
MEDICAL LABORATORY TECHNICIAN (MLT) PROGRAM**

**TECHNICAL STANDARDS CRITERIA  
Statement of Understanding**

For students with a disability, reasonable accommodations are available. Reasonable modifications are defined as modifications or adjustments that allow individuals with disabilities to gain equal access and have equal opportunities to participate in FVTC's courses, services, activities, and use of the facilities. To be eligible for disability-related services/accommodations, students must have a documented disability. This documentation must be provided by a licensed professional, and qualified in the appropriate specialty area. The College is also not obligated to provide an accommodation that poses an undue financial or administrative burden to the College or poses a direct threat to the health and/or safety of others.

Examples of accommodations allowed, without disability documentation: supportive back brace or other supportive braces that does not impede required movement or interfere with infection control policies, hearing aids, glasses, and/or contacts. Other student-suggested accommodations will require approval of the Program Chair, the Disabilities Specialist, and the Department of Health Services. All requests should be approved BEFORE the student has enrolled in the program. Any accommodation cannot substantially alter the requirements of the program or inflict an undue burden on the respective program and clinical sites.

If after the start of class a student status changes and the student can no longer meets all of the required above named program technical standards; it is the student's responsibility to notify their instructor of any changes in their inability to perform and of the technical standards listed here. The College is required to keep these documents on file.

The Americans with Disabilities Act of 1991 (42 U.S.C. 12101, et seq.) and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C 794) prohibits discrimination of persons because of her of his disability. In keeping with these laws, colleges of the Wisconsin Technical College System (WTCS) make every effort to insure a quality education for students. The purpose of this document is to ensure that students acknowledge that they have been provided information on the technical standards of a student in the Medical Laboratory Technician program. In addition, information was given to the student on reasonable accommodations to meet the Technical Standards at this time.

\_\_\_\_\_ I have read and understand the *Technical Standards Criteria* specific to a student in the  
initials Medical Laboratory Technician Program.

\_\_\_\_\_ I am able to meet the *Technical Standards* presented with or without accommodation.  
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\_\_\_\_\_ I was provided with information concerning accommodations or special services, if needed  
Initials at this time.

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**Name of Student (Please print)**

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**Student ID#**

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**Signature of Student**

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**Date**