

## Central Service Technician Essential Functions

The Americans with Disabilities Act (ADA) prohibits discrimination of persons with disabilities. In keeping with this law, MATC makes every effort to insure quality education for all students. It is our obligation to inform students of the essential functions necessary for this program and occupation.

Students requiring accommodation and/or special services to meet the essential functions of the program should contact the MATC Student Accommodation Services at any MATC campus.

The following physical, cognitive and environmental performance standards are encountered by students in this program.

### ESSENTIAL FUNCTIONS

	Never	Sometimes 1-30%	Frequently 31-75%	Always 76-100%	Frequently is per: Day	Job Essential	
						Yes	No
<b>GROSS MOTOR SKILLS</b>							
Agile				X	X	X	
Moves in confined spaces				X	X	X	
Maintains multiple positions				X	X	X	
Moves about room/facility				X	X	X	
<b>FINE MOTOR SKILLS</b>							
Wrists/hands/fingers dexterity				X	X	X	
Eye/hand coordination				X	X	X	
Eye/hand/foot coordination				X	X	X	
Ambidextrous				X	X	X	
<b>PHYSICAL ENDURANCE</b>							
Stands most of work day				X	X	X	
Lifts, pushes, pulls or supports 50 lbs.				X	X	X	
Lifts, pushes pulls or supports 50 lbs.				X	X	X	
Does repetitive movements				X	X	X	
<b>MOBILITY</b>							
Shoulders				X	X	X	
Arms				X	X	X	
Neck				X	X	X	
Waist				X	X	X	
Legs/feet				X	X	X	
Bends				X	X	X	
Crawls		X					X
Kneels		X				X	
Twists body				X	X	X	
Runs		X					X
Walks				X	X	X	
Sits				X	X	X	
Climbs			X			X	
Stairs			X			X	
Other			X			X	

	Never	Sometimes 1-30%	Frequently 31-75%	Always 76-100%	Frequently is per: Day	Job Essential	
						Yes	No
<b>REACHS</b>							
Overhead				X	X	X	
In front of Body				X	X	X	
Down				X	X	X	
<b>GRASPS</b>							
Overhead				X	X	X	
In front of Body				X	X	X	
Down				X	X	X	
<b>HEARING</b>							
Conversation				X	X	X	
With background noise				X	X	X	
Behind surgical mask				X	X	X	
Telephone conversations				X	X	X	
Tolerates unpleasant sounds				X	X	X	
<b>SPEECH</b>							
Communicates with clarity/effectively				X	X	X	
Speaks with diction and clarity				X	X	X	
<b>VISUAL</b>							
Visual acuity – natural or corrected				X	X	X	
Visual acuity – in light or dark conditions				X	X	X	
Depth perception				X	X	X	
Peripheral vision				X	X	X	
Color vision				X	X	X	
Sees differences in instruments, supplies, sterilization indicators				X	X	X	
Tolerates unpleasant sights			X			X	
<b>TACTILE</b>							
Notes temperature variances				X	X	X	
Feels differences in instruments				X	X	X	
Tolerates protective apparel				X	X	X	
<b>ENVIRONMENT</b>							
Works indoors				X	X	X	
Uses computer			X		X	X	
Works at unprotected heights		X				X	
Works with moving equipment				X	X	X	
Tolerates exposure to allergens (e.g. latex, chemical substances)				X	X	X	
Tolerates exposure to hot or cold air temperatures		X				X	
Exposed to dust, fumes, smoke, gases, odors, mists or other irritating particles				X	X	X	
Exposed to blood, body fluids and other potential infectious material				X	X	X	
Exposed to toxic or caustic chemicals		X				X	
Exposed to excessive noises		X				X	

	Never	Sometimes 1-30%	Frequently 31-75%	Always 76-100%	Frequently is per: Day	Job Essential	
						Yes	No
Exposed to radiation or electrical energy				X	X	X	
Exposed to solvents, grease, or oils		X				X	
Exposed to slippery or uneven walking surfaces				X	X	X	
Tolerates working in confined spaces for extending periods				X	X	X	
Works with hazardous gases		X				X	
Exposed to vibration			X			X	
Aware of ignition source hazards				X	X	X	
<b>MATHEMATICS</b>							
Manages simple skills add, subtract, multiply and divide whole numbers and fractions, calculate time and simple measurements				X	X	X	
Manages complex skills – business math or algebra		X				X	
<b>READING</b>							
Manages simple skills – comprehend instructions, safety rules or other documentation. Read digital displays				X	X	X	
Complex skills – comprehend manuals, procedures, drawings, and instructions for use and maintenance of equipment			X			X	
<b>WRITING</b>							
Manages simple skills – creates English sentences containing subject, verb and object; completes job application or other forms of documentation			X			X	
Manages complex skills – prepares business letters, report summaries using prescribed format and conforming to all rules of punctuation, spelling, grammar, diction and style		X				X	
Interprets instructions furnished in oral, written, graphic or schedule form				X	X	X	
Deals with problems from standard situations				X	X	X	
Carries out detailed written or oral instructions				X	X	X	
<b>ANALYTICAL THINKING</b>							
Transfer knowledge from one situation to another				X	X	X	
Processes and interprets information from multiple				X	X	X	

	Never	Sometimes 1-30%	Frequently 31-75%	Always 76-100%	Frequently is per: Day	Job Essential	
						Yes	No
sources							
Analyzes and interprets abstract and concrete data				X	X	X	
Evaluates outcomes				X	X	X	
Problem solves				X	X	X	
Utilizes short-term and long-term memory				X	X	X	
<b>CRITICAL THINKING</b>							
Deals with abstract and concrete variables, defines problems				X	X	X	
Compares, analyzes and evaluates data		X				X	
Established facts and draws valid conclusions				X	X	X	
Makes generalizations, evaluations or decisions without immediate supervision				X	X	X	
Accepts and carries out responsibility for direction, control and planning				X	X	X	
<b>INTERPERSONAL SKILLS</b>							
Comprehends and follows instructions				X	X	X	
Performs simple and repetitive tasks				X	X	X	
Performs complex or varied tasks				X	X	X	
Maintains a work pace appropriate to a given work load				X	X	X	
Practices good time management				X	X	X	
Comprehends and exhibits nonverbal communication				X	X	X	
Functions and collaborates as part of the Surgical team				X	X	X	
Respects/values diversity				X	X	X	
<b>EMOTIONAL STABILITY</b>							
Establishes/maintains professional relationships				X	X	X	
Adapts to changing environment				X	X	X	
Successfully handles stress				X	X	X	
Deals with the unexpected				X	X	X	
Focuses on tasks				X	X	X	
Copes with own emotions				X	X	X	
Approaches emotional situations with professionalism				X	X	X	
Performs multiple responsibilities concurrently				X	X	X	
Accepts responsibility for own actions				X	X	X	
Accepts constructive feedback				X	X	X	