

# **Medical Assisting Technical Standards**

## **Criterion: Cognitive**

### **Standard:**

- A) Ability to measure, calculate, reason, analyze, integrate and synthesize information.
  - 1) Example: Apply information, evaluate the meaning of data and engage in critical thinking in the classroom and clinical setting.
  - 2) Example: Apply broad class concepts to unique client situations.
  - 3) Example: Concentrate to correctly perform medical assisting procedures within the scope of practice and document appropriately in the often distracting and noisy clinical setting.
  - 4) Example: Make correct judgments on seeking consultation or supervision in a timely manner.
  - 5) Example: Respond appropriately to constructive feedback.

## **Criterion: Communication**

### **Standard:**

- A) Appropriate interpersonal interaction with other students, faculty, staff, patients, family and other professionals.
  - 1) Example: Establish and maintain a professional relationship with patients and colleagues.
  - 2) Example: Demonstrate appropriate impulse control and professional level of maturity.
- B) Effective communication with others, both verbally and in writing.
  - 1) Example: Explain procedure and treatments, document actions, record patient responses to treatment in a professional manner.
  - 2) Example: Convey information in a clear, professional and timely manner.
  - 3) Example: Listen and respond to others in an accepting and respectful manner.

## **Criterion: Motor Skills**

### **Standard:**

- A) Sufficient motor function to execute movements required to provide general care and treatment to patients in all ambulatory care settings.
  - 1) Example: Participate, within reasonable limits, to safely assist a patient in moving; for example, assisting patients with crutches, walker, or a cane or transferring patients from an exam table to a wheelchair.
  - 2) Example: Manipulate equipment to perform treatments including drawing and administration of injections, catheter insertion, and CPR administration within reasonable time limits.
- B) Sufficient physical endurance to participate fully in the clinical and academic settings at an appropriate level.
  - 1) Example: Participate completely in classroom activities.
  - 2) Example: Participate fully in required activities in a clinical setting including extended periods of sitting, standing, lifting equipment and walking briskly as is reflective of the general practice of medical assisting.

## **Criterion: Professional Conduct**

### **Standard:**

- A) Function effectively and adapt to circumstances including highly stressful or rapidly changing situations.
  - 1) Example: Examine and change his or her behavior when it interferes with professional relationships or the academic or health care environments.
  - 2) Example: Maintain mature, sensitive and effective relationships with patients, colleagues, faculty, staff and other professionals.
  - 3) Example: Demonstrate emotional stability to participate fully in the clinical and academic setting at an appropriate level.
- B) Incorporate professional standards of practice into all activities.
  - 1) Example: Engage in patient care delivery in all settings and be able to deliver care to all patient populations including but not limited to children, adolescents, adults, developmentally disabled persons, medically compromised patients and vulnerable adults.
  - 2) Example: Work effectively with a team in an academic or ambulatory care setting.
  - 3) Example: Use correct and appropriate grammar in written and oral communication, always being culturally sensitive and professional.

- C) Demonstrate integrity and accountability in clinical and academic settings.
  - 1) Example: Complete all assignments in a timely manner while adhering to the DDCC code of ethics.
  - 2) Example: Respond appropriately to constructive feedback.
  - 3) Example: Take all tests and final examinations as scheduled.
- D) Present self in a professional manner in clinical and academic settings.
  - 1) Example: Attend clinical following uniform policy, including appropriate hygiene with no detectable scents or odors.
  - 2) Example: Wear appropriate clothing that is not distracting or offensive when in the learning environment.
- E) Utilize computers correctly, effectively and professionally to acquire information and to communicate with others.
  - 1) Example: Use Moodle to collect course information.
  - 2) Example: Utilize clinical computers to deliver safe patient care.
  - 3) Example: Utilize the internet to collect current information from appropriate sources to provide appropriate client care.
  - 4) Example: Communicate via e-mail in a professional and ethical manner.

**Criterion: Sensory**

**Standard:**

- A) Hearing sufficient to assess health needs
  - 1) Example: Hear an alarm, accurately measure blood pressures by auscultation, assess breath sounds, and hear a cry for help.
- B) Vision sufficient for assessment necessary to deliver appropriate care.
  - 1. Example: Observe a patient accurately, at a distance and close at hand.
  - 2. Example: Accurately interpret non-verbal communications.
  - 3. Example: Read the scale on a syringe and the dial on the sphygmomanometer.
  - 4. Example: See a change in skin color. Distinguish color changes for the purpose of laboratory testing.
- C) Sense of touch sufficient to perform a physical procedure and to detect movement.
  - 1) Example: Detect pulsation. Palpate an artery or vein.

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