

HEALTH CARE ASSISTANT PROGRAM CORE PERFORMANCE STANDARDS

The following performance standards and activities have been identified as essential for successful progression and completion of this program. Students with a diagnosed disability who are unable to meet the standards are advised to contact the ADA counselor at the Nursing/Allied Health Center prior to program admission.

PERFORMANCE	STANDARD	ESSENTIAL ACTIVITIES/TASKS (not all inclusive)
CRITICAL THINKING	Critical thinking ability sufficient for clinical decision making.	<ul style="list-style-type: none"> • Identify cause-effect relationships. • Synthesize information. • Read and interpret data from patient's chart or computer monitor. • Analyze and report data. • Assess patients using sight, hearing, and touch. • Recognize changes in patients' conditions. • Prioritize nursing assistant/phlebotomist interventions when multiple tasks are assigned. • Evaluate effect of nursing assistant/phlebotomy interventions.
INTERPERSONAL SKILLS	Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.	<ul style="list-style-type: none"> • Establish rapport (relationship) with patients and colleagues through speech, touch, and hearing. • Practice therapeutic (non-harmful) communication using speech, hearing, and judgment of appropriate responses. • Recognize crises (times or events that disrupt normal lives) and institute appropriate interventions (actions to bring situation back to normal and report when appropriate). • Evaluate own communication techniques. • Work effectively in small groups as team members and as a team leader.
COMMUNICATION SKILLS	Communication abilities sufficient for interaction with others in verbal, nonverbal, and written form.	<ul style="list-style-type: none"> • Explain procedures. • Document (writing or typing) nursing assistant/phlebotomist and patient responses. • Speak English in such a manner to be understood by general public. • Communicate verbally changes in patient condition. • Hear communications other than face-to-face (intercom systems, cries for help, answer telephones and call-lights). • Give report (summary of patient condition) to staff and receive report from staff. • Count supplies when required. • Recognize and interpret other forms of communication such as medical abbreviations, foreign language flip charts, and readings from patient care monitors (i.e. EKG monitor). • Read, interpret, and respond to computerized data. • Function in a noisy, chaotic environment.
MOTOR SKILLS	Gross and fine motor skills sufficient to provide nursing	<ul style="list-style-type: none"> • Calibrate and use equipment such as reading numbers on measuring containers and syringes.

	assistant/phlebotomist skills in a safe, responsible, and cost effective manner.	<ul style="list-style-type: none"> • Position patients. • Maintain immobilization devices such as knee immobilizers and abduction pillows in correct alignment. • Hold skin taut with one hand while inserting needle in vein with the other hand and perform other procedures requiring the use of two hands. • Maintain aseptic technique when opening containers and wrappers and performing punctures. • Develop technological/computer skills (i.e., keyboarding, inputting data, scanning, retrieving data).
HEARING	Hearing ability sufficient to monitor, assess, and provide safe nursing assistant/phlebotomist care.	<ul style="list-style-type: none"> • Be able to hear without communicating face-to- face such as hearing alarms, emergency signals, cries for help, answering telephones and call lights. • Audibly recognize changes in patient’s breathing characteristics and report changes. • Able to recognize the manner in which a patient speaks does not correspond to what the patient is saying such as when a patient sounding very depressed states he feels great. • Able to hear and interpret communication in stressful situations such as when more than one person is talking at a time, when patients and/or families and/or physicians are excited and talking in a loud voice. • Ability to accurately hear using a stethoscope.
MOBILITY	Physical abilities sufficient to move from room to room, maneuver in small spaces, and to accommodate stairwell when necessary.	<ul style="list-style-type: none"> • Move around in patient’s rooms, workspaces, and treatment areas. • Administer CPR. • Perform physical activities necessary to do basic nursing assistant/phlebotomist skills such as hold thermometer in one hand, put on gloves, attach blood pressure cuff on patient’s arm, hold one part of a patient’s body steady while performing an action on another part of the body. • Perform physical activities necessary to do ADLs (activities of daily living) such as bending over patient, kneeling, lifting and extremity, lifting patients. • Provide or assist with activities of daily living such as bed bath, oral hygiene (brushing teeth). • Transport and transfer patients from various areas to other areas using such equipment as stretchers, wheelchairs, walkers, hydraulic lifts, and commode chairs. • Direct and assist in ambulation. (Support patient with your arms or transfer belt as you walk). • Lift at least 15 lbs. of weight. • Respond quickly in an emergency. • Gather equipment (3-4 pieces) and carry to room. • Pushing and pulling equipment.

<p>VISUAL</p>	<p>Visual ability sufficient to monitor, assess, and provide safe nursing assistant/phlebotomist care</p>	<ul style="list-style-type: none"> • Observe patient responses. • Read numbers on dials, thermometers, gauges, measuring cups. • Provide eye contact when communicating. • Distinguish changes in color, size, and continuity of body parts. • Distinguish alterations in normal body activities such as breathing patterns, level of consciousness. • Observe safety features in environment such as water on floor, obstacles in path of patient. • Observe non-verbal responses of patients, families or coworkers. • Visualize written word or data on computer screen. • Perform basic nursing assistant/phlebotomist skills (must be able to see patient in order to bathe patient, count respirations, obtain blood sample).
<p>TACTILE</p>	<p>Tactile ability sufficient to monitor, assess, and provide safe nursing assistant/phlebotomist care.</p>	<ul style="list-style-type: none"> • Perform palpation such as feeling for veins. • Use therapeutic touch such as laying hand on patient or family, gently stroking, patting, or putting arm around patient or family, shaking hands. • Handle equipment. • Perform skills requiring use of the hands.
<p>ACCOUNTABILITY & RESPONSIBILITY</p>	<p>Demonstrate accountability and responsibility in all aspects of nursing assistant/phlebotomist practice.</p>	<ul style="list-style-type: none"> • Able to distinguish right from wrong, legal from illegal and act accordingly. • Accept responsibility for own actions. • Consider the needs of patients in deference to one's own needs. • Able to comprehend ethical standards and agree to abide by them.

Notice of Non-discrimination Statement

In compliance with Title VI of the Civil Rights Act of 1964, Title IX, Education Amendments of 1972 of the Higher Education Act, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and other applicable Federal and State Acts, Hinds Community College offers equal education and employment opportunities and does not discriminate on the basis of race, color, national origin, religion, sex, age, disability or veteran status in its educational programs and activities. The following have been designated to handle inquiries regarding these policies: **EEOC Compliance:** Sherry Franklin, Vice President for Utica Campus and Administrative Services, Box 1003, Utica, MS 39175; Phone: 601.885.7002 or Email: EEOC@hindscc.edu. **Title IX:** Randall Harris, Vice President for Advancement and Student Services, Title IX Coordinator, Box 1100 Raymond MS 39154; Phone: 601.857.3889 or Email: Titleix@hindscc.edu.