

**Essential Functions**  
**Phlebotomy Education Program**  
**Saint Luke's Hospital of Kansas City**

Table 1: Essential **Observational Requirements**

The student must be able to:

- observe laboratory demonstrations in which biologicals (i.e. body fluids, culture materials, tissue sections, and cellular specimens) are processed and handled
- characterize the color, odor, clarity, and viscosity of biologicals
- read and comprehend text, numbers, and graphic materials displayed in print and on a video monitor.

Table 2. Essential **Movement Requirements**

The student must be able to:

- move freely and safely about the SLH laboratory
- reach laboratory bench tops and shelves, patients lying in hospital beds or patients seated in specimen collection furniture
- travel to selected sites for practical experience
- perform moderately taxing continuous physical work, often requiring prolonged standing, over several hours.
- maneuver phlebotomy and culture acquisition equipment to safely collect valid laboratory specimens from patients.
- use an electronic keyboard (i.e. 101-key IBM computer keyboard) to operate laboratory instruments and to calculate, record, evaluate, and transmit laboratory information.

Table 3. Essential **Communication Requirements**

The student must be able to:

- read and comprehend technical and professional materials (i.e. textbooks, magazine and journal articles, handbooks, and instruction manuals.)
- follow verbal and written instructions in order to correctly and independently perform laboratory procedures.
- clearly instruct patients prior to specimen collection.
- effectively, confidentially, and sensitively converse with patients
- communicate with faculty members, fellow students, staff, and other health care professionals verbally and in a recorded format (writing, typing, graphics, or telecommunication).
- independently prepare papers, prepare laboratory reports, and take paper, computer, and laboratory practical examinations.

Table 4. Essential **Intellectual Requirements**

The Student must:

- possess these intellectual skills: comprehension, measurement, mathematical calculation, reasoning, integration, analysis, comparison, self-expression, and criticism.
- be able to exercise sufficient judgment to recognize and correct performance deviations.

**Table 5. Essential Behavioral Requirements**

The Student must:

- be able to manage the use of time and be able to systematize actions in order to complete professional and technical tasks within realistic constraints.
- possess the emotional health necessary to effectively employ intellect and exercise appropriate judgment
- be able to provide professional and technical services while experiencing the stresses of task-related uncertainty (i.e. ambiguous test ordering, ambivalent test interpretation), emergent demands (i.e. stat test orders), and a distracting environment (i.e. high noise levels, crowding, complex visual stimuli).
- be flexible and creative and adapt to professional and technical change.
- recognize potentially hazardous materials, equipment, and situations and proceed safely in order to minimize risk of injury to patients, self, and nearby individuals.
- adapt to working with unpleasant biologicals.
- support and promote the activities of fellow students and of health care professionals. Promotion of peers helps furnish a team approach to learning, task completion, problem solving, and patient care.
- be honest, compassionate, ethical, and responsible. The student must be forthright about errors or uncertainty. The student must be able to critically evaluate her or his own performance, accept constructive criticism, and look for ways to improve (i.e. participate in enriched educational activities). The student must be able to evaluate the performance of fellow students and tactfully offer constructive comments.