

## Pharmacy 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
SPEECH							
Speak English with Clarity				Х	Х	Х	
Communicate in English with Clarity				Х	Х	Х	
HEARING							
Conversation				Х	Х	Х	
Telephone				Х	Х	Х	
Alarms		Х					Х
Body Sounds	Х						Х
SIGHT (Medication Labels)						.,	
Natural or Corrected without Assistance				X	X	Х	
Depth Perception			Х				Х
Color Vision		Х					Х
LIFTING WEIGHT OF OBJECTS							
10 lbs. max.				Х	Х	Х	
20 lbs. max			Х		Х	Х	
50 lbs. max. (cases of IV solution) (25 lbs. frequent)		X					Х
100 lbs. max. (50 lbs. frequent)	X						X
PUSHING/PULLING							
10 lbs. max.			Х		Х	Х	
20 lbs. max.			Х		Х	Х	
50 lbs. max. (medication carts) (25 lbs. frequent)		Х			Х	Х	
100 lbs. max. (50 lbs. frequent)		Х				Х	
MOBILITY using each extremity (right and left) as applicable							
Standing (minimum of 8 hours)				Х	Х	Х	
Move about facility				Х	Х	Х	
Bending			Х		Х	Х	

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	Never	Sometimes	Frequently	Always	Frequently	Jo	ob
		1-30%	31-75%	76-100%	is per: Day	Esse	ential
						Yes	No
Crawling		Х				Х	
Crouching			Х			Х	
Kneeling			X			X	
Twisting Body				X		X	
Running		X					X
Walking (medication delivery)				X	X	Х	
Climbing		X			Х	X	
Stairs		Х			X	X	
Step Stools		Х					X
REACHING							
using each extremity (right							
and left) as applicable							
Overhead (high shelving)				X	X	X	
In front of Body				X	X	X	
Down (low shelving)				Х	Х	Х	
GRASPING							
(medication supplies)							
Overhead				Χ	Х	Х	
In front of Body				Χ	Х	Χ	
Down				Х	Х	Х	
SITTING		Х			Х	Х	
SMELLING		Х					Х
TASTING	Х						Х
FINE MOTOR CONTROL							
(working with small objects							
and using each hand (right							
and left)							
Hands (both)				X	X	X	
Fingers/Tactile Sense (the				Х	Х	Х	
ability to feel when touching)							
Wrist				Х	Х	Х	
FINE MOTOR CONTROL							
STRENGHT/ENDURANCE							
(repetitive motions including							
keyboarding, opening bottles,							
reaching for products and							
manipulating syringes)							
Hands (both)				Х	X	Х	
Fingers				Х	X	Х	
Wrist				Х	X	Х	
COGNITIVE/MENTAL FACTORS							
REASONING							
Deal with abstract and						Х	
concrete variables, define							
problems, collect data,							
establish facts, and draw							
valid conclusions							
Interpret instructions						Х	
furnished in oral, written,							
diagrammatic, or schedule							
form	<u> </u>					<u> </u>	<u></u>
Deal with problems from						Х	
standard situations							
Carry out detailed but	]					Х	
uninvolved written or oral							
instructions		]					

	Never	er Sometimes	Frequently 31-75%	Always 76-100%	Frequently is per: Day	Job Essential	
		1-30 /6	31-73/6	70-100/6	is per. Day	Yes	No
Carry out one or two step instructions						X	
MATHEMATICS							
Complex skills – conversions						Х	
between different weights, volume systems, application							
of formulas							
Simple skills – add, subtract, multiply and divide whole						X	
numbers and fractions,							
calculate time and simple measurements							
READING							
(all apply in English) prescriptions, Insurance							
information, invoices							
Complex skills – comprehend						Х	
Newspapers, manuals, journals, instructions in use							
and maintenance of							
equipment, safety rules and procedures and drawings							
Simple skills – Comprehend						Х	
simple instructions or							
notations from a log book WRITING							
(all apply in English)							
Complex skills – Prepare Business letters, report							X
summaries using							
prescribed format and conforming to all rules of							
punctuation, spelling,							
grammar, diction and style							
Simple skills – English sentences containing subject,						X	
verb and object; names and							
addresses, complete job application or notations in a							
log book							
PERCEPTION							
Spatial – ability to						Х	
comprehend forms in space							
and understand relationships of plane and solid objects;							
frequently described as the							
ability to "visualize" objects of two or three dimensions, or							
three dimensions or to think							
visually of geometric forms  Form – ability to perceive						Х	
pertinent detail in objects or						^	
in pictorial or graphic							
material; to make visual comparisons and							
discriminations and see slight							
differences in shapes and shadings of figures and							
widths and lengths of line							
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CLERICAL (all apply in English) Ability to perceive pertinent detail in verbal or tabular material; to observe differences in copy, to proof- read words and numbers, and to avoid perceptual errors in arithmetic computation DATA  Synthesizing  Synthesizing  Synthesizing  X  Coordinating  X  Analyzing  X  Computing  X  Compiling  X  Computing  X  Computing  X  PERSONAL TRAITS  Ability to comprehend and follow instructions Ability to perform simple and repetitive toaks Ability to perform simple and repetitive toaks Ability to relate to other pacce appropriate to a given work cload Ability to relate to other pacce playing and receiving instructions Ability to relate to other pacce playing and receiving instructions Ability to relate to other pacce playing and receiving instructions Ability to perform complex or varied tasks Ability to perform complex or varied tasks Ability to make generalizations, evaluations or decisions without immediate supervisor Ability to make generalizations, evaluations or decisions without immediate supervisor Ability to make generalizations, evaluations or decisions without immediate supervisor Ability to make generalizations, evaluations or decisions without immediate supervisor Ability to make generalizations, evaluations or decisions without immediate supervisor Ability to make generalizations, evaluations or decisions without immediate supervisor Ability to make generalizations, evaluations or decisions without immediate supervisor Ability to make generalizations, evaluations or decisions without immediate supervisor Ability to make generalizations, evaluations or decisions without immediate supervisor Ability to accept and carry out responsibility for direction, control and planning  Exposure to dust, fumes, smoke, gases, odors, mists or other intralitations  X  Exposure to dust, fumes, smoke, gases, odors		Never	Sometimes 1-30%	Frequently 31-75%	Always 76-100%	Frequently is per: Day	Esse	ob ential
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	Never	Sometimes 1-30%	Frequently 31-75%	Always 76-100%	Frequently is per: Day	Job Essential	
					_	Yes	No
Exposure to solvents, (alcohol in hoods). grease, or oils						Х	
Exposure to slippery or uneven walking surfaces							Х
Working in confined spaces						X	
Using computer monitor						X	
Working with explosives							X
Exposure to vibration							X
Exposure to flames or burning items							Х
Works alone						Х	
Works around others						Х	
Works with others						Х	