

**SOUTHEAST TECHNICAL INSTITUTE (STI)**  
**PHLEBOTOMY/PATIENT CARE TECHNICIAN PROGRAM**  
**TECHNICAL STANDARDS**

To assist in making a decision about pursuing this program, the following is a general overview of the physical requirements, working conditions and job duties of a Phlebotomist and a Patient Care Technician.

Often the only part of the lab staff that a patient sees, a Phlebotomist is responsible for the collection and processing of blood and other specimens for the purpose of testing and analysis. They must possess the skills necessary to obtain blood specimens from patients of all ages. They also need to ensure the blood is taken correctly, as if specimens are harmed during collection, test results may be unobtainable. Once the blood is taken, they are also responsible for transporting the specimen to the correct lab, so it can be tested. Phlebotomists may be required to work various shifts to provide 24 hour coverage, including early morning, day, evening, and night shifts. Shifts may include holiday coverage and weekends. Some facilities strongly recommend the phlebotomist pass the American Society for Clinical Pathology (ASCP) registry exam for phlebotomy technicians.

**Phlebotomists are expected to have the ability to:**

- regularly talk and hear
- regularly stand and/or walk up to 1 hour at a time or up to 7 hours per shift
- regularly possess fine finger dexterity
- regularly use high degree of hand-eye coordination to manipulate Vacutainer System, while simultaneously maintaining stabilization of needle site on a patient
- regularly express or exchange ideas by means of spoken word with patients, physicians and other medical personnel on a frequent basis
- regularly communicate effectively via the telephone
- regularly communicate effectively via speech, reading and writing
- routinely prioritize multiple work tasks
- frequently lift up to 10 pounds, occasionally lift and/or move up to 20 pounds
- frequently bend or stoop
- occasionally required to sit, kneel, squat, push and pull

\*Source: [www.aspt.org](http://www.aspt.org) and local job descriptions

The Patient Care Technician is responsible to assist nursing personnel in providing patient care in their assigned area. They have knowledge of and utilize appropriate age-related patient care protocols relating to the physical and psychological needs of patients. Duties include, but not limited to: answering call lights, giving care to patients (including baths, oral care, personal hygiene), pass nourishments and water, take and record vital signs, reposition patients, and transport patients. Patient Care Technicians may be required to work various shifts to provide 24 hour coverage, including early morning, day, evening, and night shifts. Shifts may include holiday coverage and weekends.

**Patient Care Technicians are expected to have the ability to:**

- regularly talk and hear
- regularly stand and/or walk up to 2 hours at a time or up to 6 hours per shift
- regularly express or exchange ideas by means of spoken word and receive detailed information through oral communication on a frequent basis
- regularly concentrate on work tasks amidst distractions
- regularly communicate effectively via speech, reading and writing
- frequently lift up to 25 pounds, occasionally lift and/or move up to 50 pounds
- frequently reach with hands and arms
- occasionally sit, bend, stoop, kneel, crouch, push and pull

\*Source: local job descriptions

**By signing below, I am acknowledging I have read the above information and understand the general physical requirements, working conditions and job duties typically associated with a Phlebotomist and a Patient Care Technician. I understand that this information is general in nature and that actual conditions and job duties may vary.**

**Print Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_