

## **Medical Assistant**

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 medical assistant. Every student must possess the physical, mental and emotional capabilities required to complete the medical assisting program successfully and to pass the certification exam.

### **Medical Assistants are expected to have the ability to:**

- Stand, walk and be able to maneuver in small areas.
- Possess gross and fine motor skills.
- Occasionally sit, bend or kneel.
- Occasionally lift and/or move up to 25 pounds.
- Possess specific vision abilities, including close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.
- Possess good hand/eye coordination when completing procedures or handling instruments.
- Exhibit effective communication skills with patient, families and coworkers.

### **Work environment for Medical Assistants:**

- May be exposed to communicable diseases when working in a healthcare environment.
- May be exposed to sharps and needles.
- Requires problem solving skills, critical thinking skills ability to multi-task.
- Regularly use different machines and equipment while working with a patient.

*Source: [www.bls.gov](http://www.bls.gov) and local job descriptions*

## Background Check & Drug Screen Disclosure Statement

1. I understand and acknowledge, as a requirement the Medical Assistant program, I must successfully pass a drug screening, criminal background check, or both, at my own expense by the date given to me by Southeast Tech.
2. I understand failure to pass the drug screening or background check by this date may result in my immediate termination from the program.
3. I understand the results of a drug screening, criminal background check, or both, may affect my eligibility to continue in the program. Furthermore, I understand that the results of a drug screening, background check, or both, may also affect my eligibility to attend a clinical or internship site and/or my eligibility to take specific courses in my program.
4. I understand the results of a drug screening, criminal background check, or both, may affect my eligibility to take a board/certification exam or gain employment in my desired program career field.
5. I understand any incident reported on my criminal background check may require additional expense and documentation submission for certification exam approval prior to the start of core program courses.

**By signing below, I acknowledge I have read the above information and understand the general physical requirements, working conditions and job duties typically associated with Medical Assisting. I understand that this information is general in nature and actual conditions and job duties may vary.**

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_