

# Technical Standards

## Nursing Assistant | Personal Care Worker

In this program grouping, students should be able to meet specific technical standards, which are the essential skills and abilities needed to be successful in a program, with or without reasonable accommodation. It is important to review and understand these standards before applying to the program. All Technical Standards documents are available for review on the Northwood Tech website at: <https://www.northwoodtech.edu/technical-standards>

**This document should be reviewed prior to applying to the program.**

Reasonable accommodations for persons with disabilities will be made to ensure access to academic programs, activities, services, and employment in accordance with Section 504 and 508 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990, as amended. If accommodations are needed, contact the campus Accommodations Specialist or the Northwood Tech Affirmative Action/Equal Opportunity Officer, at [715-645-7042](tel:715-645-7042), TTY 711, 30 days in advance of needed assistance. Services available are documented on the Northwood Tech Accommodations webpage: [Accommodation Services | Northwood Technical College](#).

For more information, please see Administrative Procedure J-111A Reasonable Accommodation for Student.

AREA	STANDARD	EXAMPLES (NOT INCLUSIVE)
Physical Skills	<p><b>The student must demonstrate:</b></p> <ul style="list-style-type: none"><li>• Gross motor for data collection/assessment, intervention, and to promote a safe environment.</li><li>• Fine motor/dexterity to manipulate small objects and complete procedures or assessments.</li><li>• Endurance, strength, mobility, balance, flexibility, and coordination to perform client care activities and emergency procedures.</li></ul>	<ul style="list-style-type: none"><li>• Gross motor skills-Assist client to transfer, ambulate, push wheelchairs, operate mechanical lifts, empty drainage bags, raise and lower beds, toilet a resident and make an occupied bed</li><li>• Turn a resident in bed to perform tasks such as bed baths, perineal care, bedpan/urinal, make an occupied bed and dress/undress residents</li><li>• Push, pull (up to 50 #), squat, reach below waist, climb/descend stairs, move quickly, and walk independently without an assistive device for all resident care activities and in case of emergencies</li><li>• Fine motor skills-Take vital signs, open drainage bags, open personal care products, provide nail care, care for hearing aids and assist residents to eat/drink</li><li>• Endurance-ability to maintain physical activity for 5-8 hours</li></ul>
Sensory Skills	<p><b>The student must demonstrate:</b></p> <ul style="list-style-type: none"><li>• Vision sufficient for observation and assessment of patient care.</li><li>• Tactile, auditory, visual, and olfactory ability for data collection/assessment and to promote a safe care environment.</li><li>• Ability to tolerate exposure to odors and common allergens.</li></ul>	<ul style="list-style-type: none"><li>• Vision-Ability to observe and report objective data</li><li>• Tactile, auditory, visual, olfactory-Grasp, squeeze, pinch and manipulate equipment for at least 5 seconds</li><li>• Read and report vital signs including temperature, pulse, respiration and O2 sats</li><li>• Ability to see/feel subtle differences in skin texture/temperature and vibrations through skin</li><li>• Detect dangerous temperatures in food/beverages, water temps and environment</li><li>• Detect changes in body and environmental odors</li><li>• Detect faint noises, see objects clearly at 20 feet, have depth perception to be able to identify dangerous objects or situations</li><li>• Ability to tolerate exposure to lotions, soaps, shampoos,</li></ul>

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Sensory Skills (continued)		<ul style="list-style-type: none"> <li>cleaning products, and pets</li> <li>• Tolerate heat and humidity up to 90 degrees for 30 minutes</li> </ul>
Communication Skills	<p><b>The student must have the ability to:</b></p> <ul style="list-style-type: none"> <li>• Communicate effectively with patients/clients, families, peers, supervisors, members of the public, and other healthcare professionals.</li> <li>• Observe, recognize, respond to, and use appropriate non-verbal communication.</li> <li>• Listen and respond to others in a nonjudgmental, respectful manner.</li> <li>• Speak, read, comprehend, interpret, and convey information.</li> <li>• Produce written work legibly, accurately, and in a timely manner.</li> <li>• Read and understand digital and computer displays, as well as enter data in a computerized client record.</li> <li>• Cope with strong emotions and adapt to unpredictable situations.</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to speak, write and understand English</li> <li>• Ability to interact with others</li> <li>• Accurately and clearly relay resident/patient/client condition or change in condition to other team members verbally and in writing, in a timely manner</li> <li>• Ability to advocate for the needs of the residents</li> <li>• Ability to recognize non-verbal cues from residents and have ability to interact with residents experiencing stress, emotional upset, the ability to adapt to changing situation/emergencies while maintaining emotional control</li> <li>• Ability to cope with residents who have strong emotions/physical outbursts while remaining in a reasonable state of calm or those with cognitive impairment</li> <li>• Able to focus their attention on residents' needs despite interruptions and multiple demands</li> </ul>
Safety Skills	<p><b>The student must have the ability to:</b></p> <ul style="list-style-type: none"> <li>• Apply knowledge, skills, and experience to provide a safe environment for the patient/client, self, and the healthcare team.</li> <li>• Respond appropriately to threatening or emergent situations.</li> <li>• Adhere to safety guidelines and regulations in a variety of healthcare settings.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate safety and infection control practices</li> <li>• Recognize emergencies and respond quickly to problems in a fast-paced environment</li> </ul>
Critical Thinking Skills	<p><b>The student must have the ability to execute the following skills in a timely/immediate manner:</b></p> <ul style="list-style-type: none"> <li>• Problem solve creatively.</li> <li>• Make decisions based on data and policy.</li> <li>• Analyze, synthesize, and interpret information.</li> <li>• Make safe and appropriate decisions, including when under stressful situations.</li> <li>• Acknowledge limitations of</li> </ul>	<ul style="list-style-type: none"> <li>• Make quick decisions during changing conditions based on resident safety while following facility policy, safety and infection control guidelines</li> <li>• Recognize a task that is beyond their scope of practice and have the ability to decline</li> <li>• Basic math skills (add, subtract, multiply and divide without a calculator) to be able calculate intake and output in CC's, length on a tape measure, and time on a clock accurately</li> <li>• Count numbers</li> <li>• Read emergency handbooks and directional signs during an emergency and computer displays and digital number displays on vital sign equipment (At a minimum</li> </ul>

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Critical Thinking Skills (continued)	knowledge or performance ability (stay within scope of practice). <ul style="list-style-type: none"><li>• Perform basic mathematical skills.</li></ul>	8 <sup>th</sup> grade level.)
Professionalism	<b>The student must demonstrate:</b> <ul style="list-style-type: none"><li>• Integrity, moral reasoning, ethical behaviors, and concerns for others.</li><li>• Respect for diverse populations.</li><li>• Ability to adapt to changing environments.</li><li>• Ability to function effectively under stress.</li><li>• Confidentiality when working with diverse individuals and communities.</li><li>• Ability to accept constructive feedback and responsibility for own actions.</li></ul>	<ul style="list-style-type: none"><li>• Accept constructive feedback and accept responsibility for actions</li><li>• Establish appropriate relationships with residents, staff and family members</li><li>• Show respect for diversity in culture, religion, sexual orientation, marital status, socio-economic status and abilities/disabilities</li></ul>

Northwood Technical College does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to manage inquiries regarding the non-discrimination policies: Amanda Gohde, Associate Vice President, Talent & Culture, 1900 College Drive, Rice Lake WI 54868; [Amanda.Gohde@NorthwoodTech.edu](mailto:Amanda.Gohde@NorthwoodTech.edu), phone: 715-645-7042.

*This document was adapted from Waukesha County Technical College.*