



NORTHWOOD TECHNICAL COLLEGE

10-512-1 Surgical Technology Functional Abilities Disclosure

It is the intent of the Northwood Technical College (Northwood Tech) to fully comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S. C & 794), the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C & 1201. *et seq.*), and the ADA Amendment Act of 2008. In accordance with these laws, Northwood Tech does not provide students with personal devices and services.

In order to assist students to successfully complete this program, Northwood Tech has developed a set of objective functional ability criteria. At the time of application, students are asked to sign the Functional Ability Disclosure stating whether or not they are able to meet the functional abilities, with or without accommodations, as stated in this document. **Students entering the program based on falsification of records related to their ability to meet functional requirements may face disciplinary action.** The signed acknowledgment of this information will be filed in the student's permanent record. If the student is required to sign the form again at a later date designated by the program requirements, the signed form will be kept on file in the student's record maintained by the program director/faculty for five years, then destroyed.

For students with a disability, reasonable accommodations are available. Reasonable accommodations are defined as modifications or adjustments that allow individuals with disabilities to gain equal access and have equal opportunities to participate in Northwood Tech's courses, services, activities, and use of the facilities. To be eligible for disability-related services/ accommodations, students must have a documented disability. This documentation must be provided by a licensed professional, qualified in the appropriate specialty area. Northwood Tech is not obligated to provide an accommodation that requires a substantial change in the curriculum or alteration of an essential element or function of a program /course.

Northwood Tech is also not obligated to provide an accommodation that poses an undue financial or administrative burden to the College or poses a direct threat to the health and/or safety of others.

Accommodations allowed, without disability documentation: supportive back brace or other supportive brace that does not impede required movement or interfere with infection control policies, hearing aids, glasses, and/or contacts. Other student-suggested accommodations will require the approval of the Program Director or Academic/Divisional Dean, the campus Accommodation Specialist, and the Wisconsin Department of Health Services (for Nursing Assistant only). All requests should be approved before the student is enrolled in the program. Any accommodation cannot substantially alter the requirements or nature of the program or provide accommodations that inflict an undue burden on the program.

If you are a person with a documented disability and would like to request accommodations, complete the [Reasonable Accommodation Request Form](#) and contact the [Accommodations Specialist](#) at your campus. It is recommended that reasonable accommodation requests be made 30 days prior to class start date to allow time for accommodations to be coordinated. Requests for reasonable accommodation must be made a minimum of fourteen (14) calendar days prior to the first day the service is needed.

The functional abilities required for participation in this program are listed below:

GROSS MOTOR SKILLS

- Move within confined spaces
- Maintain balance in multiple positions
- Reach above shoulders (e.g., adjust overhead lights)
- Reach below the waist (e.g., plug an electrical appliance into a wall outlet)
- Reach out front

FINE MOTOR SKILLS

- Pick up objects with hands
- Grasp small objects with hands firm and slight (ex. surgical instruments, sutures)
- Write with a pen or pencil
- Key/type (e.g., use a computer)
- Pinch/pick or otherwise work with fingers (e.g., manipulate a syringe)
- Twist (e.g., turn objects/knobs using hands)
- Squeeze with the finger (e.g., eye dropper)

FINE MOTOR SKILLS (CONTINUED)

- Manual dexterity
- Finger dexterity
- Simultaneous use of hands, wrists, fingers
- Coordinate eye-hand and eye-hand-foot (e.g., pumping soap dispenser and surgical scrub)

PHYSICAL ENDURANCE

- Stand for long periods from 4-6 hours.
- Maintain the same position for long periods
- Sustained repetitive movements
- Function in a fast-paced work environment for hours

PHYSICAL STRENGTH

- Push and pull 50 pounds (e.g., carry instrument pans, position client, move equipment)
- Support 50 pounds of weight (e.g., hold arm or leg)
- Lift 50 pounds (e.g., pick up a child, transfer a client, bend to lift an infant or child)
- Carry equipment/supplies (e.g., lift instrument pans)
- Use upper body strength (e.g., retraction, physically restraining a client)
- Squeeze with hands (e.g., operate fire extinguishers)

MOBILITY

- Ability to: stand, walk, twist, turn, bend, stoop, squat, sit, climb stairs, and move quickly

HEARING

- Ability to hear normal-speaking-level sounds (e.g., person-to-person conversation, request for an instrument)
- Hear faint voices and body sounds (e.g., heartbeat)
- Ability to discriminate speech in the presence of background noises
- Hear in situations when not able to see lips (e.g., masks are worn in the operating room)

VISUAL

- See objects no closer than 12 inches from the face (e.g., information on a monitor screen, identification of small needles)
- See objects up to 20 feet away
- Use depth perception
- Use peripheral vision
- Distinguish color and color intensity (e.g., color codes on supplies)
- See in a darkened room (e.g., during endoscopic procedures, eye surgery)

TACTILE

- Feel vibrations (e.g., palpate pulses)
- Detect temperature (e.g., solutions)
- Feel differences in surface characteristics
- Feel differences in sizes, shapes
- Detect environment temperature

ENVIRONMENT

- Tolerate exposure to allergens (e.g., latex gloves, chemicals/substances)
- Tolerate strong soaps
- Tolerate strong odors
- Exposure to and tolerate unpleasant sights and sounds, electrical energy, solvents, grease, oils, slippery or uneven walking surfaces, excessive noises, chemical and biological agents that could be potentially harmful
- Tolerate working in confined spaces for extended periods
- Tolerate wearing protective equipment (e.g., mask, gown, gloves, glasses, laser, and radiation)
- Tolerate working indoors
- Tolerate working in extreme temperature

READING

- Read and understand written documents
- Read digital displays

MATH

- Ability to count, add, subtract, multiply, and divide whole numbers
- Compute fractions and decimals
- Document numbers in records
- Tell and measure time
- Read measurement marks (e.g., rulers, scale)

EMOTIONAL STABILITY

- Establish professional relationships
- Adapt to changing environment/stress
- Deal with the unexpected (e.g., client condition, crisis)
- Focus attention on a task
- Cope with own emotions
- Perform multiple responsibilities concurrently
- Cope with strong emotions in others (e.g., grief, anger, stress)
- Accept constructive feedback
- Accept responsibility for own actions

ANALYTICAL THINKING

- Transfer knowledge from one situation to another
- Process and interpret information from multiple sources (written or oral)
- Analyze and interpret abstract and concrete data
- Evaluate outcomes
- Problem solves.
- Prioritize tasks (e.g., time management)
- Use long-term memory
- Use short-term memory

CRITICAL THINKING

- Identify cause-effect relationships
- Plan/control activities (organizational skills)
- Sequence information
- Make decisions independently
- Adapt decisions based on new information
- Comprehend and follow instructions
- Follow a process from start to finish (e.g., two or more step instructions)
- Maintain sterile technique
- Promote and maintain patient and team safety

INTERPERSONAL SKILLS

- Establish rapport with individuals (e.g., surgeons, staff members, and groups)
- Respect/value diversity in others
- Negotiate interpersonal conflict
- Demonstrate tolerance in working with others
- Function as part of a team

COMMUNICATION SKILLS

- Ability to speak, write, and understand English in order to be able to communicate with clients as well as report and document client information
- Listen/comprehend spoken/written word
- Collaborate with others (e.g., health care workers, peers)

COMMUNICATION SKILLS (CONTINUED)

- Comprehend and exhibit nonverbal communication
- Respond to others in an accepting and respectful manner
- Demonstrate calm and effective behavior and responses, especially during emergencies

Functional Abilities Signature Statement

Northwood Technical College has developed a set of objective functional ability criteria for this program. By signing below, I am confirming that I have read and understand the bulleted information below and the information contained in this Functional Abilities Disclosure and that I am:

- Able to meet the Functional Abilities Criteria as presented with or without accommodation.
- Will be provided with information concerning accommodations or special services upon request.

(This signed document is needed only for those students who did not complete the online application or requested additional information.)

Signature: _____

Student ID: _____

Program: _____

Date: _____