

Program Specifications – CENTRAL SERVICE TECHNICIAN

Function Number	Essential Functions	CENTRAL SERVICE TECHNICIAN
1		Inventory and distribute supplies and equipment.
2		Prepare surgical case and exchange carts.
3		Prepare instruments sets.
4		Maintain accurate sterilization records.
5		Maintain and store sterile supplies.
6		Perform preventative maintenance on equipment and instruments.
7		Adhere to infection control principles in the decontamination process.
8		Adhere to guidelines outlined by universal precautions.
9		Document records for sterilization.
10		Demonstrate effective use of time management.
11		Demonstrate effective and appropriate written, oral and nonverbal communication.
12		Demonstrate problem solving skills.
13		Assume responsibility for enforcing regulations and recommended practices.
14		Understand uses and operation of equipment.
15		Perform supply outdate checks.
16		Demonstrate manual dexterity in checking instruments.
17		Apply principles of body mechanics in handling supplies and equipment.
18		Select proper sterilization procedure according to manufacturer's recommendation.
19		Apply recommended practices in the use of gas sterilization and chemical disinfection.
20		Demonstrate team work.
		Tolerate exposure to allergens (e.g., latex gloves, chemical/substances)
21		*Note: You may be unable to attend labs and clinical rotations if you are latex sensitive or have a latex allergy. We do not provide a latex free environment at school or in our clinical hospital sites at this time. You will be required to provide a Doctors written statement confirming it is safe to continue in the program if you are latex sensitive or have a latex allergy.
22		Demonstrate ability to integrate technology into work environment.

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PHYSICAL FACTORS	YES	NO	Essential Function/s Numbers
Standing	◆		1-20
Walking	◆		1-2
Sitting	◆		1, 4
Lifting			
10 lbs.	◆		1-3, 5, 15, 17, 19
20 lbs.	◆		1-3, 5, 15, 17, 19
50 lbs.	◆		1-3, 5, 15, 17, 19
100 lbs.		◆	
100 lbs. +		◆	
Carrying			
10 lbs.	◆		
20 lbs.	◆		
50 lbs.	◆		
100 lbs.		◆	
100 lbs. +		◆	
Pushing/Pulling			
10 lbs.	◆		1-3, 5, 17, 19
20 lbs.	◆		1-3, 5, 17, 19
50 lbs.	◆		1-3, 5, 17, 19
100 lbs.	◆		1-3, 5, 17, 19
100 lbs. +	◆		1-3, 5, 15, 17, 19
Climbing	◆		1-3, 5, 6, 15, 17, 18
Balancing	◆		1-3, 5, 6, 15, 17, 18
Bending	◆		1-3, 5, 6, 15, 17, 18
Stooping	◆		1-3, 5, 6, 15, 17, 18
Crouching	◆		1-3, 5, 6, 15, 17, 18
Kneeling	◆		1-3, 5, 6, 15, 17, 18
Crawling	◆		1-3, 5, 6, 15, 17, 18
Running	◆		1-3, 5, 6, 15, 17, 18

PHYSICAL FACTORS	YES	NO	Essential Function/s Number
Twisting	◆		1-3, 5, 6, 15, 17, 18
Turning	◆		1-3, 5, 6, 15, 17, 18
Grasping-Firm/Strong	◆		1-3, 5, 6, 15, 17, 18
Grasping-Light	◆		1-3, 5, 6, 15, 17, 18
Finger Dexterity	◆		1-3, 5, 6, 15, 17, 18
Reaching Forward	◆		1-3, 5, 6, 15, 17, 18
Reaching Overhead	◆		1-3, 5, 6, 15, 17, 18
Pinching	◆		1-3, 5, 6, 15, 17, 18
Simultaneous use of Hand, wrist, fingers (e.g. typing, data entry)	◆		1-9, 12, 14-17, 19
Coordination			
Eye-hand	◆		1-7, 9
Eye-hand-foot	◆		1-7, 9
Driving		◆	
Vision			
Acuity, Near	◆		1-20
Acuity, Far	◆		1-20
Depth perception	◆		1-20
Accommodation	◆		1-20
Color vision	◆		1-20
Field of vision	◆		1-20
Face-to-face conversation	◆		11, 14
Verbal conversation with others	◆		11, 14
Public speaking		◆	
Hear normal conversation	◆		11, 14
Hear telephone conversation	◆		11, 14

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ENVIRONMENTAL FACTORS	YES	NO	Essential Function/s Number
Works indoors	◆		1-29
Works outdoors		◆	
Exposure to extreme hot or cold temp	◆		1-20
Working at unprotected heights		◆	
Being around moving machinery	◆		1-20
Exposure to marked changes in temperature/humidity		◆	1-20
Exposure to dust, fumes, smoke, gases, strong odors, mists or other irritating particles (<i>specify</i>) (<i>Ethylene oxid gas</i>)	◆		1-21
Exposure to strong soaps and chemicals	◆		1-21
Tolerate exposure to allergens (e.g., latex gloves, latex Containing products, chemicals	◆		1-21
Exposure to toxic or caustic chemicals	◆		1-21
Exposure to excessive noises	◆		1-20
Exposure to radiation or electrical energy	◆		1-20
Exposure to solvents, grease, or oils	◆		1-21
Exposure to slippery or uneven walking surfaces	◆		1-20
Working in confined spaces	◆		1-21
Using computer monitor	◆		1, 4, 5
Working with explosives	◆		18, 19, 21

ENVIRONMENTAL FACTORS	YES	NO	Essential Function/s Number
Exposure to vibration	◆		1-20
Exposure to flames or burning items		◆	
Works around others	◆		1-20
Works alone	◆		1-20
Works with others	◆		1-20
Safety Equipment (<i>Required to wear</i>) Safety glasses	◆		1, 8, 13, 19
Face mask/face shield	◆		8
Ear plugs	◆		8
Hard Hat		◆	
Protective Clothing	◆		8

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COGNITIVE/MENTAL FACTORS	YES	NO	Essential Function/s Number
Reasoning			
Deal with abstract and concrete variables, define problems, collect data, establish facts, and draw valid conclusions	◆		19
Interpret instructions furnished in oral, written, diagrammatic, or schedule form	◆		1-20
Deal with problems from standard situations	◆		1-20
Carry out detailed but uninvolved written or oral instructions	◆		1-20
Carry out one or two step instructions	◆		1-20, 22
Mathematics Complex skills –Business math, algebra, geometry or statistics		◆	
Simple skills – add, subtract, multiply and divide whole numbers and fractions, calculate time and simple measurements	◆		1, 3, 12, 14, 15, 20
Reading Complex skills - Comprehend newspapers, manuals, journals, instructions in use and maintenance of equipment, safety rules and procedures and drawings	◆		1-20, 22

COGNITIVE/MENTAL FACTORS	YES	NO	Essential Function/s Number
Simple skills - Comprehend simple instructions or notations from a log book	◆		1-20
Writing Complex skills – Prepare business letters, report summaries using prescribed form at and conforming to all rules of punctuation, spelling, grammar, diction and style	◆		1-20, 22
Simple skills – English sentences containing subject, verb and object; names and addresses, complete job application or notations in log book	◆		1-20, 22
Perception Spatial – ability to 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 to think visually of geometric forms	◆		1-20
Form – ability to perceive 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	◆		1-20, 22

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COGNITIVE/MENTAL FACTORS	YES	NO	Essential Function/s Number
Clerical – 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	◆		1-20, 22
Data Synthesizing	◆		1-20, 22
Coordinating	◆		1-20, 22
Analyzing	◆		1-20, 22
Compiling	◆		1-20, 22
Computing	◆		1-20, 22
Copying	◆		1-20, 22
Comparing	◆		1-20, 22
Personal traits Ability to comprehend and follow instructions	◆		1-20
Ability to perform simple and repetitive tasks	◆		1-20
Ability to maintain a work pace appropriate to a given work load	◆		1-20
Ability to relate to other people beyond giving and receiving instructions	◆		1-20
Ability to influence people	◆		1-20
Ability to perform complex or varied tasks	◆		1-20

COGNITIVE/MENTAL FACTORS	YES	NO	Essential Function/s Number
Ability to make generalizations, evaluations or decisions without immediate supervision	◆		1-20
Ability to accept and carry out responsibility for direction, control and planning	◆		1-20

A change in your ability to perform any of the Essential Functions must be reported to the Central Service Technician Associate Dean, Darlene Campo, at (608) 789-4757, or to your instructor immediately.