

## Health & Public Safety Division Technical Standards Criteria

The Nursing Assistant Program is highly regulated by state and federal law. OBRA, 1987 and State of Wisconsin, DHS 129, 2009 offer specific criteria for how the program will be run, what is taught, how it is taught, mandated hours needed to be completed and ability of the nurse aide to do the work required. It is the intent of Western Technical College to fully comply with Section 504 of the Rehabilitation Act of 1974 and the Americans with Disabilities Act (ADA) of 1990.

In order to assist students to successfully complete our programs, Western Technical College has developed a set of objective technical standards criteria. Students will be asked to review the technical standards for the program of choice, and then sign a form stating whether or not they are able to meet the technical standard abilities, with or without accommodations, as stated in this document. **If a student enters a program with falsification of records related to their ability to meet these requirements, he/she may face disciplinary action.** All documents will be kept on file with the College.

For students with a disability, reasonable accommodations are available. Reasonable accommodations allow individuals with disabilities to gain equal access and have equal opportunities to participate in Western Technical College courses, services, activities, and use of the facilities. An accommodation is not reasonable if it poses a direct threat to the health or safety of self and/or others, if making it requires a substantial modification in an essential element of the curriculum/clinical site, if it lowers academic standards, or poses an undue administrative or financial burden. 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.

In accordance with ADA and Section 504 requirements, accommodation requests require the approval of Western's Access and Language Services, and the Department of Health Services Office of Caregiver Quality. All requests for special accommodations must be approved as soon as possible. In some programs, accommodations must be approved by an outside agency or clinical site. Delays in beginning a course/program may occur while this process is arranged. The prospective student must provide documented proof of the need for the special accommodation.

**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 Access and Language Services Manager, and the Department of Health Services.

If you are a person with a documented disability and would like to request accommodations, please contact Kris Follansbee, Manager of Access and Language Services, [accessservices@westerntc.edu](mailto:accessservices@westerntc.edu) or (608) 785-9875. It is recommended that you contact Kris at least three weeks prior to the start of the course so an accommodation plan can be made. However, programs with clinical components may take longer than three weeks for accommodations to be in place.

The following is a list of Technical Standards the student must have in order to participate in the *Nursing Assistant Program* at Western Technical College.

- **GROSS MOTOR SKILLS:**
  - Ability to move in confined spaces, maintain balance in standing position, move body from one side to the other, reach below the waist and to the front of the side of the body to the level of the top of head (examples: adjust overhead lights, plug electrical appliance into wall outlet)
  - Ability to push, pull, stabilize, and freely move arms to allow movement of 50 pounds as in moving an object or transferring a client from one place to another
  
- **FINE MOTOR SKILLS:**
  - Ability to grasp, twist, squeeze, pinch, and manipulate fire equipment for at least 5 seconds (example: operate fire extinguishers)
  - Ability for eye-hand and eye-hand-foot coordination
  
- **TACTILE ABILITY:**
  - Ability to distinguish subtle vibrations through the skin (pulse)
  - Ability to identify the subtle difference in surface characteristics (feel a raised rash)
  - Ability to detect temperature (skin, liquids, environment)
  
- **MOBILITY:**
  - Ability to squat or modified squat (one knee on floor) for at least one minute Ability to move quickly in case of emergency situations
  - Ability to climb and descent a flight of stairs
  - Ability to walk independently without the assistance of a cane, walker, crutches, wheelchair or the assistance of another person
  
- **ENVIRONMENT & PHYSICAL ENDURANCE:**
  - Ability to have stamina sufficient to maintain physical activity for a period of time from 5 – 8 hours
  - Ability to tolerate exposure to common allergens such as pets, body lotions and soaps, cleaning products
  - **NOTE:** Student must inform Nursing Assistant Instructor **in advance** of class to assess if a pet resides in the clinical environment, attempts will be made to place student in a clinical site without a pet.
  - Ability to tolerate working in confined areas Ability to work indoors for five to eight hours
  - Ability to tolerate exposure to slippery or uneven walking surfaces
  - Ability to be able to wear safety glasses, face shield, face mask and other protective clothing Ability to tolerate heat and humidity as high as 90 degrees for up to ½ hour (shower and spa rooms)
  
- **SPEECH AND COMMUNICATION:**
  - Ability to interact with others to report observations and advocate for the needs of clients
  - Ability to speak, write and understand English in order to be able to communicate with clients as well as report and document client information

- **SENSES: SMELL, HEARING AND VISION:**
  - Ability to detect differences in body and environmental odors
  - Ability to hear and understand voices spoken at a normal speaking volume at a distance of 10 feet (typical length of a room) (example: person to person conversation or telephone conversation)
  - Ability to hear faint noises such as whispers within a range of 4 feet (considered the typical comfort zone)
  - Ability to see objects clearly within a minimum of 20 feet
  - Ability to have depth perception and peripheral vision to allow identification of dangerous objects and client situations within the client room
  - Ability to read and interpret written data held at a reasonable distance
  
- **EMOTIONAL STABILITY:**
  - Ability to interact and support clients during times of stress and emotional upset
  - Ability to adapt to changing situations and emergency conditions while maintaining emotional control
  - Ability to cope with strong emotions and physical outbursts of clients while remaining in a reasonable state of calm
  - Ability to focus attention on client needs despite interruptions and multiple demands
  - Ability to accept constructive feedback and accept responsibility for own actions
  
- **INTERPERSONAL SKILLS:**
  - Ability to apply knowledge gained in classroom to establish appropriate relationships with clients, families and coworkers
  - Ability to interact as a member of the health care team
  - Ability to show respect for diversity in culture, religion, sexual orientation, marital status, socio- economic status and abilities/disabilities
  
- **READING:**
  - Ability to read and understand at a minimum of an 8th grade level with ability to understand charts, graphs and worksheets
  - Ability to read and understand digital and computer displays 4 Reviewed 10/2015
  
- **MATH:**
  - Ability to do basic math including add, subtract, multiply, and divide **without** the use of a calculator
  - Ability to count and understand the meaning of numbers Ability to measure length by reading a tape measure or ruler Ability to tell time on a clock
  
- **COGNITIVE/MENTAL FACTORS:**
  - Ability to deal with abstract and concrete variables, define problems, collect and coordinate data, establish facts, and draw valid conclusions
  - Ability to perceive pertinent detail in objects or in pictorial or graphic material Ability to comprehend and follow instructions
  - Ability to perform simple and repetitive tasks
  - Ability to relate to other people beyond giving and receiving instructions Ability to influence people
  - Ability to perform complex or varied tasks
  - Ability to make generalizations, evaluations or decisions without immediate supervision Ability to accept and carry out responsibility for direction, control and planning

# Health & Public Safety Division Technical Standards Criteria Statement of Understanding

The Americans with Disabilities Act of 1990 (42 U.S.C. & 12101 *et seq.*) and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. & 794) prohibits discrimination of persons because of his/her disability. In keeping with these laws, colleges of the Wisconsin Technical College System make every effort to ensure a quality education for students. The purpose of this document is to ensure that students acknowledge that they have been provided information on the Technical Standards required of a student in the chosen program.

**Please complete this form and return to Admissions.**

\_\_\_\_\_ I understand that I must meet with Western's Access Services to arrange for  
(initials/date) any accommodations prior to class start.

I have read, understand, and can meet the *Technical Standards Criteria* specific to a student in the **Nursing Assistant Program.**

\_\_\_\_\_ **OR**  
(initials/date)

\_\_\_\_\_ I am unable to meet the Technical Standards Criteria presented and am  
(initials/date) requesting accommodations at this time (please complete page 6).

\_\_\_\_\_  
Name of Student (Please Print)

\_\_\_\_\_  
Student ID or DOB

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

Return to:

Western Technical College  
Attn: Admissions  
400 7<sup>th</sup> Street North  
PO Box C-0908  
La Crosse, WI 54602  
(608) 785-9553  
Fax (608) 785-9148

Student Name: \_\_\_\_\_

Phone/email: \_\_\_\_\_

High School (if applicable): \_\_\_\_\_

Course(s): \_\_\_\_\_

**Accommodation(s) begin:**

- Fall \_\_\_\_\_
- Spring \_\_\_\_\_
- Summer \_\_\_\_\_

**A student requesting ADA accommodation(s) is required to:**

- Contact Access Services 608-785-9524 to begin application
- Submit documentation of the stated disability in order to determine eligibility

This documentation must include:

- Diagnosis and resulting limitations as determined by a qualified professional
- Limitations impact at least one major life activity in an educational setting

**Accommodation(s) Requested:**

- |   |   |
|---|---|
| <input type="checkbox"/> Note-taker or Lecture Recording            | <input type="checkbox"/> Assistive Technology _____ |
| <input type="checkbox"/> Audio Textbooks                            | <input type="checkbox"/> Captionist/ Captioning     |
| <input type="checkbox"/> Enlarged Course Material, font size: _____ | <input type="checkbox"/> Sign Language Interpreter  |
| <input type="checkbox"/> Testing Accommodations: _____              |   |

**IMPORTANT NOTICE TO STUDENT:**

**I understand that I must pre-arrange all accommodations with Western's Access Services prior to class start.**

**If enrolling in the Nursing Assistant program, I understand that I must also apply for accommodations with the Department of Health Services and fill out Wisconsin Form 1404WI Request for ADA Accommodation for the Registry Exam at: <http://hdmaster.com/testing/cnatesting/wisconsin/WIformpages/WIforms/1404WI.pdf>**

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

**Please return this form to Access Services:**

Kris Follansbee  
Access Services Manager  
[accessservices@westerntc.edu](mailto:accessservices@westerntc.edu)  
608-785-9875  
608-789-6193 fax