## Phlebotomy Technician
### Functional Abilities

<table>
<thead>
<tr>
<th>Reasoning</th>
<th>Apply common sense understanding to carry out instructions furnished in written, oral or diagrammatic form. Deal with problems involving several concrete variables in or from standardized situations.</th>
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<tbody>
<tr>
<td>Mathematics</td>
<td>Add, subtract, multiply and divide all units of measure. Perform the four operations with like or common decimal fractions. Compute ratio, rate, and percent. Draw and interpret bar graphs. Perform arithmetic operations involving all American monetary units.</td>
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<tr>
<td>Language-Reading</td>
<td>Read a variety of novels, magazines, atlases, and encyclopedias. Read safety rules, instructions in the use and maintenance of shop tools and equipment, and methods and procedures in mechanical drawing and layout work.</td>
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<tr>
<td>Language-Writing</td>
<td>Write reports and essays with proper format, punctuation, spelling and grammar, using all parts of speech.</td>
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<tr>
<td>Speaking</td>
<td>Speak before an audience with poise, voice control, and confidence, using correct English and well-modulated voice.</td>
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<tr>
<td>Physical Strength</td>
<td>Light. Lifting, carrying, pushing, pulling 20 – 25 pounds occasionally, frequently up to 10 pounds, or negligible amount constantly. Can include walking and / or standing frequently even though weight is negligible. Can include pushing and / or pulling of arm and / or leg controls.</td>
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<tr>
<td>Stooping</td>
<td>Occasionally – Frequently. Bending body downward and forward by bending spine at the waist, requiring full use of the lower extremities and back muscles.</td>
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<tr>
<td>Reaching</td>
<td>Frequently. Extending hand(s) or arm(s) in any direction.</td>
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<tr>
<td>Handling</td>
<td>Frequently. Seizing, holding, grasping, turning, or otherwise working with hand or hands. Fingers are involved only to the extent that they are an extension of the hand, such as to turn a switch or shift automobile gears.</td>
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<tr>
<td>Fingering</td>
<td>Frequently. Picking, pinching, or otherwise working primarily with fingers rather than with the whole hand or arm as in handling.</td>
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<tr>
<td>Feeling</td>
<td>Frequently. Noting attributes of objects, such as size, shape, temperature, or texture, by touching with skin, particularly that of fingertips.</td>
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<tr>
<td>Talking</td>
<td>Frequently. Expressing or exchanging ideas by means of the spoken word to impart oral information to clients or to the public and to convey detailed spoken instructions to other workers accurately, loudly, or quickly.</td>
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<tr>
<td>Hearing</td>
<td>Frequently. Perceiving the nature of sounds by ear.</td>
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<tr>
<td>Near Acuity</td>
<td>Frequently, Clarity of vision at 20 inches or less.</td>
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<tr>
<td>Accommodation</td>
<td>Occasionally – Frequently. Adjustment of lens of eye to bring an object into sharp focus. This factor is required when doing near point work at varying distances from the eye.</td>
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<tr>
<td>Color Vision</td>
<td>Occasionally. Ability to identify and distinguish colors.</td>
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<td>Noise Intensity Level</td>
<td>Quiet. Such as a library, art museum, funeral home</td>
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<tr>
<td>Making Judgments and Decisions</td>
<td>Work situations that involve solving problems, making evaluations, or reaching conclusions based on subjective or objective criteria, such as the five senses, knowledge, past experiences, or quantifiable or factual data.</td>
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<tr>
<td>Dealing with People</td>
<td>Work situations that involve interpersonal relationships in a job setting beyond giving and receiving work instructions</td>
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<tr>
<td>Verbal Aptitude</td>
<td>Understand meanings of words and to use them effectively; to comprehend language, understand relationships between words and to understand meanings of whole sentences and paragraphs</td>
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<tr>
<td>Numerical Aptitude</td>
<td>Perform arithmetic operations quickly and accurately</td>
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<tr>
<td>Spatial Aptitude</td>
<td>Think visually of geometric forms and to comprehend two-dimensional representations of three-dimensional objects</td>
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<td>Recognize the relationships resulting from the movement of objects in space</td>
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<td>Form Perception</td>
<td>Perceive pertinent detail in objects or in pictorial or graphic material</td>
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<td>Make visual comparisons and discriminations and see slight differences in shapes and shadings of figures and widths and lengths of lines</td>
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<tr>
<td>Clerical Aptitude</td>
<td>Perceive detail in verbal or tabular material</td>
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<td>Observe differences in copy, to proofread words and numbers, and to avoid perceptual errors in arithmetic computation</td>
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<tr>
<td>Motor Coordination</td>
<td>Coordinate eyes and hands or fingers rapidly and accurately in making precise movements with speed</td>
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<td>Make movement response accurately and swiftly</td>
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<tr>
<td>Finger Dexterity</td>
<td>Move fingers, and manipulate small objects with fingers, rapidly or accurately</td>
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<tr>
<td>Manual Dexterity</td>
<td>Move hands easily and skillfully</td>
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<td>Work with hands in placing and turning motions</td>
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<td>Eye-Hand-Foot Coordination</td>
<td>Move the hand and foot coordinately with each other in accordance with visual stimuli</td>
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<td>Color Discrimination</td>
<td>Match or discriminate between colors in terms of hue, saturation, and brilliance, identify a particular color or color combination from memory and be able to perceive harmonious or contrasting color combinations</td>
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<td>General Learning Ability</td>
<td>“Catch on” or understand instructions and underlying principles; the ability to reason and make judgments</td>
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<td>Closely related to doing well in school</td>
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<td>Compiling Data</td>
<td>Gathering, collating, or classifying information about data, people, or things.</td>
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<td>Reporting or carrying out a prescribed action in relation to the information that is frequently involved</td>
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<tr>
<td>Speaking-Signaling</td>
<td>Talking with or signaling people to convey or exchange information. Includes giving assignments and/or directions to helpers or assistants</td>
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<tr>
<td>Manipulating</td>
<td>Using body members, tools or special devices to work, move, guide, or place objects or materials</td>
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<tr>
<td>Personal Attributes</td>
<td>Some latitude for judgment with regard to precision attained and selecting appropriate tool, object or material, although this is readily apparent</td>
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<td>Self-starter with the ability to communicate effectively. Service oriented with a desire to support and assist patients and medical center personnel</td>
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<td>Neat appearance, good physical condition, tactful, courteous, cooperative, good judgment, observant, dependable, and organized</td>
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<td>Must respect patient’s right of confidentiality</td>
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