

Programmatic Essential Functions Health Information Management

The SHRP-Essential Functions were developed to assist each student in evaluating their capabilities and chances for success in a particular program. In order for students to do this accurately, program specific Essential Functions must indicate what is required to do well in the academic program, as well as, the skills/functions required to be successful in that particular allied health professional role. The following standards pertain to particular cognitive, motor, behavioral and social skills that are associated with the educational process for your allied health program:

Programmatic Standards

Observational Standards

- Observe and solicit clarification as warranted when comparing theoretical knowledge to professional practice.
- Critically assess various situations for correctness and appropriateness.

Communication Standards

- Documents information regarding deficiencies and discrepancies in the patients' health record and on other forms, and communicates findings to members of the health care team.
- Speaks and writes to communicate in English pertinent information (e.g., conveying outcomes of reviews, presenting proposals) utilizing correct grammar, spelling and presentation of ideas.

Intellectual/Conceptual Standards

- Utilizes theoretical knowledge and concepts appropriately in all applications.
- Using problem solving to identify and correct professional practice scenarios, where needed.
- Attends and participates continuing education and training to maintain a current body of knowledge.

Motor Skills Standards

- The motor skills required in this profession are dependent upon the position achieved.

Behavioral and Social Standards

- Demonstrates appropriate interpersonal skills to work productively with students, supervisors, staff and co-workers.
- Accepts and follows through on directives and instruction.
- Functions safely, effectively and calmly under stressful situations.
- Prioritize multiple tasks; maintain composure while managing multiple tasks simultaneously.
- Exhibit the social skills needed to interact effectively with students, supervisors, and coworkers of the same or different cultures; exhibit respect, politeness, tact, collaboration, teamwork, discretion.
- Maintain personal hygiene consistent with situations associated with most management functions.
- Display attitudes/actions consistent with the ethical standards of the profession.