



## Health Science Skill Standards Checklist

Student Name	YA Student ID Number
YA Coordinator	YA Consortium
School District	High School Graduation Date
<b>Certification Areas Completed:</b> <b>Required Skills - For EACH Pathway</b> <b>Check ✓ completed areas (p. 4)</b>	<b>Level One Requirements:</b> <i>Students must complete ALL listed below</i> <b>Check ✓ completed areas</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Required Skills</li> <li><input type="checkbox"/> Minimum of <b>ONE Unit</b></li> <li><input type="checkbox"/> Minimum of 2 semesters related instruction</li> <li><input type="checkbox"/> Minimum of 450 work hours</li> </ul> <b>Level Two Requirements:</b> <i>Students must complete ALL listed below</i> <b>Check ✓ completed areas</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Required Skills for EACH pathway</li> <li><input type="checkbox"/> Minimum of <b>TWO Units</b></li> <li><input type="checkbox"/> Minimum of 4 semesters related instruction</li> <li><input type="checkbox"/> Minimum of 900 work hours</li> </ul> <p><i>* Unit can be completed two times for a Level Two as indicated on Unit Page</i></p>
<input type="checkbox"/> Core Skills	
<input type="checkbox"/> Safety & Security	
<b>Therapeutic Services Pathway</b>	
<input type="checkbox"/> Dental Assistant Unit (p. 5)	
<input type="checkbox"/> Medical Assistant Unit (p. 6)	
<input type="checkbox"/> Nursing Assistant Unit* (p. 7)	
<input type="checkbox"/> Pharmacy Technician Unit (p. 9)	
<b>Health Informatics Pathway</b>	
<input type="checkbox"/> Medical Office Unit (p. 10)	
<b>Ambulatory/Support Services Pathway</b>	
<input type="checkbox"/> Ambulatory/Support Services Unit* (p. 11)	
<u>CHOICES:</u> Dietary, Imaging, Laboratory, Optician/Optomety, Physical Therapy (PT)	

Total Hours Employed	Company Name	Telephone Number
		( )
		( )

## Required Skills

Required of ALL Health Science YA Students

Copy this page FOR EACH pathway to be completed

CORE SKILLS	Minimum rating of 2 for EACH Check Rating		
	1	2	3
1. Apply academic knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Apply career knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Apply Health Science industry knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Communicate effectively	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Act professionally	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Demonstrate customer service skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Cooperate with others in a team setting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Think critically	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Exhibit regulatory & ethical responsibilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Use resources wisely	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Use basic technology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SAFETY & SECURITY	Minimum rating of 2 for EACH Check Rating		
	1	2	3
1. Follow personal safety requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Maintain a safe work environment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Demonstrate professional role to be used in an emergency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Follow security procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Maintain confidentiality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Rating Scale:

3 = Exceeds entry level criteria/Requires minimal supervision/Consistently displays this behavior

2 = Meets entry level criteria/Requires some supervision/Often displays this behavior

1 = Needs improvement/Requires much assistance & supervision/Rarely displays behavior

### Additional Comments -

# Ambulatory/Support Services Pathway

Clinical Setting:

Level One (one year program) = General Skills + Skills from ONE Specific Service area

Level Two (two year program) = General Skills + Skills from TWO Specific Service areas

Ambulatory/Support Services Unit	Minimum rating of 2 for EACH Check Rating		
	1	2	3
<b>General Skills</b>			
1. Maintain department documents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Create &/or maintain the client record	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Complete client identification labels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Manage orders &/or appointments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Use computer systems to process information (W/S)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Prepare reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Order & receive supplies &/or equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Specific Service- Dietary</b>	1	2	3
1. Assist to plan menus based on nutritional needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Assist to prepare food	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Verify food content matches dietary restrictions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Take food orders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Serve food	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Measure/monitor food & fluid intake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Aid client with eating & hydration (W/S)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Perform choking maneuver (W/S)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**W/S** = Worksite Experience or In Simulation

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### Additional Comments -