Crawford County Career & Technical Center

Competency Task List – Secondary Component
Health/Medical Assisting Services, Other CIP 51.0899
High School Graduation Years 2026, 2027, 2028

100 Safety

Item	Task	(X) Indicates Proficiency [1]	Secondary Course Crosswalk
101	Practice safety measures that prevent accidents.		
102	RESERVED		
103	Demonstrate OSHA standards which promote a safe work environment for employees.		
104	Follow the Right to Know law and locate the information provided on a SDS form.		
105	Perform body mechanics used by a health care worker when moving, lifting objects, or clients.		
106	Transfer client from bed to chair, chair to bed, bed to stretcher, and stretcher to bed.		
107	Assist client with dangling, standing, and walking.		
108	Turn and/or position client in bed, in a chair, and/or an exam table.		
109	Assist with client ambulation and use of ambulation and safety devices, such as a gait/transfer belt, walkers, crutches, canes, etc..		
110	Describe the use of a mechanical lift adhering to the current governmental regulations.		

200 Professionalism, Legal, and Ethical Issues

Item	Task	(X) Indicates Proficiency [1]	Secondary Course Crosswalk
201	Define the role, functions, and responsibilities of the health care team members.		
202	Define the chain of command within the scope of practice of the health care team members.		
	RESERVED (203-204)		
205	Maintain personal hygiene and exhibit professional dress practices.		
206	Identify the legal responsibilities and demonstrate ethical behaviors of a health care provider.		
	RESERVED (207-208)		
209	Practice leadership and citizenship skills through participation in Career and Technical Student Organizations (CTSOs).		
210	Modify personal behavior in response to client attitude and behaviors.		
211	Perform documentation procedures, including charting client information.		
212	Apply standards of confidentiality as required by HIPAA.		
213	Identify, report, and document possible abuse and/or neglect in all health care settings.		

300 Communication

Item	Task	(X) Indicates Proficiency [1]	Secondary Course Crosswalk
301	Use abuse-free verbal and non-verbal communication with the health care team and clients.		
	RESERVED (302)		
303	Communicate in a respectful, professional manner according to the client's stage of development and cultural background.		
304	Identify physical and psychological indicators of stress in self and others.		
305	Identify and use interpersonal conflict management skills.		

	RESERVED (306-308)		
309	Practice stress reduction techniques.		

400 Infection Control

Item	Task	(X) Indicates Proficiency [1]	Secondary Course Crosswalk
401	Explain the chain of infection.		
402	Demonstrate proper hand hygiene techniques.		
403	Implement the practice of standard precautions and transmission-based precautions with correct use of Personal Protective Equipment (PPE).		
404	Practice OSHA blood borne pathogens standards pertaining to the health care industry.		
405	Differentiate between medical and surgical asepsis.		
	RESERVED (406)		

500 Emergency Care and Disaster Preparedness

Item	Task	(X) Indicates Proficiency [1]	Secondary Course Crosswalk
501	Demonstrate CPR skills and the proper use of an AED, including assisting a choking victim.		
502	Perform basic first aid skills.		
503	Describe emergency response/crisis plan procedures when life threatening situations occur.		
504	Identify potential fire hazards and procedures to use in a fire emergency.		
505	Recognize and report emergencies immediately.		

600 Human Needs and Human Development

Item	Task	(X) Indicates Proficiency [1]	Secondary Course Crosswalk
601	Identify growth and developmental stages across the human life span.		
602	Describe how illness and disability impacts the individual across their life span.		
603	Select and implement techniques to deal with the cognitively impaired, e.g., validation, reminiscence, music therapy.		
604	Demonstrate techniques to support gender identity and sexual identity choices of clients.		

700 Reserved

800 Health Care Provider Skills

Item	Task	(X) Indicates Proficiency [1]	Secondary Course Crosswalk
801	Provide the client with personal privacy.		
	RESERVED (802)		
803	Demonstrate unoccupied bed making techniques according to setting.		
804	Demonstrate occupied bed making techniques.		
805	Measure and record height and weight.		
	RESERVED (806)		
807	Assist with client bathing, peri-care, and personal grooming while encouraging independence with ADLs.		
	RESERVED (808)		
809	Assist client with dressing and undressing.		
810	Observe and report conditions of the skin, including measures to prevent decubitus ulcers, pressure sores, pressure ulcers, and bed sores.		
	RESERVED (811)		

812	Assist and/or administer denture and oral care for conscious and unconscious clients.		
	RESERVED (813-814)		
815	Assist client with use of the bathroom, bedside commode (BSC), bedpan, urinal, and other devices.		
816	Demonstrate catheter care and emptying of urinary drainage bag.		
	RESERVED (817)		
818	Measure and record body temperature using various thermometers placed on specific body sites.		
819	Measure and record various pulses.		
820	Measure and record respirations.		
821	Measure and record blood pressure.		
822	Identify parameters of blood glucose monitoring.		
823	Report client's pain, including type, location, and degree of pain.		
	RESERVED (824)		
825	Apply therapeutic compression devices (i.e. anti-embolism stockings).		
826	Perform range of motion exercises with a client.		
	RESERVED (827)		
828	Identify basic medical coding, billing, insurance, filing, and appointment scheduling procedures in a physical and virtual environment.		
	RESERVED (829-832)		
833	Perform methods of collection, special handling, and labeling of specimens.		
834	Describe medication administration to a client utilizing proper medical math.		
835	Describe how an EKG/ECG is performed and how it is used diagnostically.		
836	Identify proper oxygen delivery methods, hazards involved with oxygen, use of a pulse oximeter, including reporting results.		
	RESERVED (837)		
838	Determine when the use of telemedicine/telehealth office visits is indicated.		
839	Perform techniques for positioning a client, e.g., supine, sims, lateral, prone, fowlers.		

900 Nutrition and Hydration

Item	Task	(X) Indicates Proficiency [1]	Secondary Course Crosswalk
901	List general principles of basic nutrition.		
902	Identify therapeutic diets including cultural variations.		
903	Prepare and serve meal trays to clients, including fluids.		
904	Provide assistance with safe positioning and feeding techniques for dependent and sensory deprived clients.		
905	Measure and record intake and output (I&O).		
906	Measure and record meal percentages.		

1000 Basic Structures and Functions of the Human Body and Related Diseases with Associated Terminology

Item	Task	(X) Indicates Proficiency [1]	Secondary Course Crosswalk
1001	Identify the basic structure and explain the function and disease processes for the integumentary system.		
1002	Identify the basic structure and explain the function and disease processes for the respiratory system.		
1003	Identify the basic structure and explain the function and disease processes for the cardiovascular system.		
1004	Identify the basic structure and explain the function and disease processes for the lymphatic/immune system.		
1005	Identify the basic structure and explain the function and disease processes for the muscular system.		
1006	Identify the basic structure and explain the function and disease processes for the skeletal system.		
1007	Identify the basic structure and explain the function and disease processes for the nervous system, including the sensory organs.		

1008	Identify the basic structure and explain the function and disease processes for the digestive system.		
1009	Identify the basic structure and explain the function and disease processes for the urinary system.		
1010	Identify the basic structure and explain the function and disease processes for the reproductive system.		
1011	Identify the basic structure and explain the function and disease processes for the endocrine system.		
	RESERVED (1012)		
1013	Distinguish the various directional terms, planes, and regions of the human body.		

1100 Death and Dying

Item	Task	(X) Indicates Proficiency [1]	Secondary Course Crosswalk
1101	Identify feelings and attitudes concerning death.		
1102	Research how culture and religion influence attitudes toward death.		
1103	Identify the stages of grief.		
1104	Identify and report the common signs of a client approaching death.		
1105	Identify goals of hospice care.		
1106	Identify various practices of postmortem care.		

1200 Medical Terminology

Item	Task	(X) Indicates Proficiency [1]	Secondary Course Crosswalk
1201	Define and differentiate between root words, prefixes, and suffixes.		
1202	Identify the meaning of medical abbreviations.		
1203	Differentiate the various medical specialties in health care settings.		
1204	Communicate orally, electronically, and in writing using proper medical terms and abbreviations.		

[1] Student Demonstrated Entry-Level Industry Proficiency as Indicated by (X)

Secondary CTE Instructor Signature _____ Date _____

Student Signature _____ Date _____