

# Physical Requirements and Conditions for Child Welfare Specialists

The duties of a Child Welfare Specialist are complex and varied. Primary responsibility involves providing social/child welfare services for the safety, permanency, and well being of children and families we serve. The activities listed below are the minimum qualifications necessary to perform the essential duties of the Child Welfare Specialist position. **Please check (√) either YES or NO below to indicate whether you have the ABILITY TO PERFORM the activities listed AND WORK in the environments listed with or without accommodation without imposing a significant risk of harm to yourself or others.**

<b>PHYSICAL EFFORT</b>	<b>YES</b>	<b>NO</b>
<b>Drive</b> All hours of the day and/or night, in town and out of town, with or without another employee; (In most situations, individual has the flexibility to take intermittent short breaks to stand and/or stretch as needed.)		
<b>Lift/carry up to 35 lbs.</b> clients (children), suitcases, medical equipment, etc.		
<b>Reach above shoulder level</b> to lift a hood or trunk of an automobile		
<b>Reach from floor to waist and from waist to shoulder level</b> to lift young children and/or personal belongings from the ground		
<b>Bend/stoop/twist/squat/ crouch</b> to enter and exit the vehicle, retrieve equipment and/or suitcases from the vehicle, and to remove children from the vehicle		
<b>Sit</b> while operating a motor vehicle and operating a personal computer; (In most situations, individual has the flexibility to take intermittent short breaks to stand and/or stretch as needed.)		
<b>Maintain Balance</b> to prevent falling when walking, standing, or crouching		
<b>Stand</b> to assist clients out of vehicle to destination		
<b>Walk</b> to appointment sites and normal office routines		
<b>Climb Stairs</b>		
<b>Keyboarding (Finger and Hand Dexterity)</b> to operate a personal computer to review agency policy, read and send e-mails, enter/view tips data, complete reports, etc.		

<b>ENVIRONMENTAL CONDITIONS</b>	<b>YES</b>	<b>NO</b>
<b>Physical Surroundings</b> Exposure to outside environmental conditions including heavy rain, severe winds, ice and extremes of heat and cold, ultra violet rays from the sun, dust, etc. and exposure to unsafe, unclean, cluttered environments in the clients home		
<b>Hazards</b> Driving vehicle on wet, damp, icy roadways or in extreme weather conditions. Entering and exiting neighborhoods after dark to perform work duties. Exposure to blood and/or other body fluids. Example: changing a child's diaper.		

<b>SPECIAL SENSORY REQUIREMENTS</b>	<b>YES</b>	<b>NO</b>
<b>Seeing</b> to perceive the nature of objects by the eye Acuity, far – clarity of vision at 20 feet or more. Acuity, near – clarity of vision at 20 inches or less Depth Perception – three dimensional vision Field of Vision – wide area that can be seen up and down or to right or left while eyes are fixed on a given point		

	YES	NO
<b>Talking</b> to express or exchange ideas in the English language by means of the spoken word to clients, peers, or to the public		
<b>Hearing</b> to perceive the nature of sounds in order to receive detailed information through oral communication, external sounds, and to make fine discriminations in sounds		
<b>Smelling</b> to recognize and distinguish particular odors using the sense of smell (such as odors from unclean home, children's clothing, or the child's body; alcoholic beverages, various types of illegal drugs, etc.)		

<b>MENTAL &amp; PSYCHOLOGICAL REQUIREMENTS (knowledge, skills, and abilities)</b>	YES	NO
<b>Rules and Procedures</b> to follow rules and procedures in working out job problems		
<b>Reading Comprehension</b> to read and understand written material (e.g.; statutes, procedural manuals, medical records, etc.)		
<b>English Usage</b> knowledge of grammar, punctuation, spelling and sentence structure		
<b>Effective Writing</b> to prepare and edit documents such as letters, reports and memoranda using proper format		
<b>Variety and Change</b> to perform a variety of duties often changing from one task to another of a different nature without loss of efficiency or composure		
<b>Dealing with People</b> to deal with and relate to people in situations beyond giving and receiving instructions		
<b>Set Limits, Tolerances, or Standards</b> to perform under stress when confronted with emergency, critical, unusual or dangerous situations, or in a situation in which working speed and sustained attention are essential aspects of the job. Worker may be subject to danger or risk.		

**To the best of your knowledge, can you meet the physical/mental requirements and conditions for this position as listed?                      \_\_\_\_\_ YES                      \_\_\_\_\_ NO**

**If NO, please explain:**

**I certify the information provided on this document to be true and correct to the best of my knowledge.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**