

## NEW VICTORIA HOSPITAL

### JOB DESCRIPTION

<b>POSITION INFORMATION</b>
<b>1. Job Details</b>
Post/Title: <b>Senior Theatre Practitioner - Anaesthetics – Theatre Department</b>
Responsible To: <b>Theatre Manager</b>
Accountable To: <b>Clinical Services Director</b>
<b>2. Job Summary</b> (A brief description of the main purpose of the post)
Provide a high standard of professional practice and clinical care. Working with the theatre team to promote a good working environment. Maintain a supportive learning environment within the operating department.
To understand and implement the agreed policies and procedures of New Victoria Hospital and maintain compliance with the Fundamental Standards of Care outlined in The Health and Social Care Act 2008 (Regulated Activity) Regulations 2014.
<b>3. Role of the Department</b> (The function of the department in which the post holder works)
The role of the Theatre Department is to provide patient care during the pre, peri and post-operative phase of a surgical patient's care within the hospital.
<b>4. Key Working Relationships</b> (The range of individuals and organisations the post holder has contact with, how regularly and for what purpose)
All members of the team have regular weekly, if not daily contact with the following range of individuals and organisations: <ul style="list-style-type: none"><li>• Patients and their relatives</li><li>• All members of the nursing team</li><li>• Consultant users</li><li>• All other Medical Disciplines</li><li>• All employees</li></ul>
<b>5. Duties and Responsibilities of the Post</b>
<b>Clinical</b> <ul style="list-style-type: none"><li>• Anticipate and interpret patient needs and the level of care required.</li><li>• Ability to provide more complex care needs to patients with minimal supervision.</li><li>• Develop advanced clinical skills and specialist practice.</li><li>• Implement and actively promote research based nursing and clinical practice.</li><li>• Evaluate care outcomes for a list of patients, as delivered by a team.</li><li>• Deal safely and professionally with a range of clinical challenges within the workplace.</li></ul>

## **Management**

- Delegate and co-ordinate the nursing team in the delivery of care for a theatre list.
- Demonstrate an understanding of skill mix.
- Actively contribute to the development and updating of theatre nursing procedures and policies.
- Act as a clinical resource within the multi-disciplinary team.
- Actively contribute to the development of quality initiatives and internal audit.
- Demonstrate a problem solving approach to issues arising at theatre level.
- Identify adverse incidents, situations and/or potential risks and take appropriate action.
- Demonstrates mentorship skills including the ability to provide positive and negative feedback to colleagues effectively.

## **Communication and Teamwork**

- Lead on communicating with regards to patient care to a team of staff on a regular basis.
- Communicate effectively with other work teams and areas in support of patient requirements.
- Support others in the assessment and evaluation of care needs.
- Identify communication issues between both patient and staff, initiating action to resolve problems.
- Develop skills to deal with interpersonal conflict.
- Develop negotiation and facilitation skills.
- Identify and report clinical risk issues.

## **Education, Training and Service Development**

- Act as mentor and preceptor to junior staff including student nurses.
- Have the ability to identify own and others learning objectives.
- Actively deliver formal and informal training.
- Support the development of teaching skills in others.
- Identify and participate in the multi-disciplinary co-ordination of quality initiatives.
- Support others through reflection and learning.

## **INDIVIDUAL RESPONSIBILITIES**

### **6. General**

The post holder is expected to:

- Adhere to Hospital policies and procedures and relevant legislation including the requirements of any professional bodies
- Understand and incorporate the organisational values into daily working practice:
  - Compassionate
  - Exceptional
  - Ethical
  - Evolving
- Attend mandatory training as identified by the Hospital
- Develop own knowledge, skills and experience through supervision practice and educational opportunities within the spirit of lifelong learning
- Work as part of a team and collaborate with colleagues
- Ensure good communication links are established with all other departments within the hospital
- Maintain a high level of security awareness

## **7. Health and Safety**

Employees must be aware of the responsibilities placed upon them under the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for employees and visitors.

## **8. Risk Management**

All staff has a responsibility to report all clinical and non-clinical accidents, incidents or near-misses promptly via Datix and to co-operate with any necessary investigations undertaken.

## **9. Confidentiality and Information Governance**

The post holder must keep up to date with the requirements of information governance; undertake mandatory training and follow the Hospital policies and procedures to ensure that hospital information is dealt with legally, securely, efficiently and effectively.

It is important that the post holder processes personal identifiable information only in accordance with the Hospital's Data Protection policy.

The post holder must manage the records they create or hold during the course of their employment with the Hospital in an appropriate way, making the records available for sharing in a controlled manner subject to statutory requirements and agreed security and confidentiality policies, procedures and guidelines e.g. ISO27001, the General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679), Freedom of Information Act 2000, Caldicott Guidelines and professional codes of conduct on confidentiality.

It is likely that the post holder will be in contact at some time with a form of information system, and therefore are responsible for implementing and maintaining data quality. The post holder, when making entries into the records, must ensure that these are legible and attributable and that the record keeping is contemporaneous. It is essential that all information recorded is accurate, complete and relevant.

## **10. Equality and Diversity**

Employees are responsible for ensuring that they assist in the implementation of this the Hospital's Equality and Diversity policy by:

- Not discriminating in the course of their employment against fellow employees, customers, suppliers, or members of the public with whom they come into contact.
- Not inducing or attempting to induce others to practice unlawful discrimination and reporting any discriminating action to the Hospital management.

## **11. Infection Control**

It is a requirement of the Department of Health that all Healthcare workers accept personal responsibility for compliance with infection control policies and procedures at any time when working in clinical areas.

## **12. Safeguarding Children and Vulnerable Adults**

It is the responsibility of the post holder to be familiar with their role and responsibility around safeguarding children and adults at risk.

### **13. Disclosure and Barring Service Check**

This post requires the disclosure of all criminal record information including details and dates of 'spent' convictions, cautions, reprimands, final warnings, police enquiries and pending prosecutions through the Disclosure and Barring Services check. If necessary you will be asked to submit written details in relation to this requirement, as well as any other information that will allow us to make a fair decision as to your suitability.

### PERSON SPECIFICATION

Factor	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>• RGN/ODP</li> <li>• Recognised perioperative course</li> </ul>	<ul style="list-style-type: none"> <li>• Recognised teaching and assessing qualification</li> <li>• ILS</li> <li>• PILS</li> <li>• Research awareness</li> </ul>
Knowledge	<ul style="list-style-type: none"> <li>• Sound knowledge of anaesthetic practice across a range of specialties</li> <li>• Understanding of the role and what is expected of them</li> </ul>	
Experience	<ul style="list-style-type: none"> <li>• At least 4 years post registration experience in anaesthetics</li> <li>• Experience of a wide variety of specialities including emergencies</li> <li>• Experience with anaesthetising children</li> </ul>	<ul style="list-style-type: none"> <li>• Recovery or scrub experience</li> <li>• Management experience</li> </ul>
Skills and aptitude	<ul style="list-style-type: none"> <li>• Effective communication and interpersonal skills</li> <li>• Methodical and logical</li> <li>• Effective organisational skills</li> <li>• Good time management</li> <li>• IT skills</li> <li>• Interested in personal development</li> </ul>	
Personal circumstances	<ul style="list-style-type: none"> <li>• Calm and able to prioritise and work under pressure</li> <li>• Team worker</li> <li>• Leadership qualities</li> <li>• Flexible and adaptable</li> <li>• Able to work shifts including lates, weekends and on-calls</li> </ul>	