

Position Description

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| Position title: | Clinical Team Leader |
| Business area: | Operating theatre |
| Reports to: | Perioperative Services Manager |
| Approved by: | Hospital Manager |

Position objective

- To be a clinical resource to support service delivery and the development of perioperative practice in the designated specialty:
 - Role models excellence in practice and communication
 - Influences and improves nursing practice
 - Facilitates knowledge and skill development amongst clinical staff
 - Implements evidence based care into clinical practice
- To support the clinical nurse specialist – designated specialty

Functional relationships

| Internal: | External: |
|--|---|
| <ul style="list-style-type: none"> • Perioperative Services Manager • Clinical Nurse Specialists • Anaesthetic Coordinator • Operating theatre personnel • Quality Manager • Infection Prevention and Control Coordinator • Informatics Nurse Specialist • Ward nursing staff • All other St George's staff | <ul style="list-style-type: none"> • Clinicians • Patients, family, whānau and support persons • Company reps and educators (equipment, trials, education) • Biomedical personnel |



Position Description

Key areas of accountability

| Area of accountability | Expected results |
|---|--|
| <p>Professional practice To ensure the provision of safe clinical practice.</p> | <ul style="list-style-type: none"> • Acts as a role model and resource person for perioperative practice within the specialty by understanding the needs of the patient, staff, clinicians and environment. • Fosters an environment conducive to learning, enquiry and critical thinking. • Plans for and ensures appropriate orientation, supervision, precepting, education and performance review of staff working in the specialty. • Collaborates with the clinical nurse specialist to identify and address learning deficits and performance issues. • Ensures specialised stock and equipment are maintained in a safe working condition and staff are adequately trained to use such equipment. <ul style="list-style-type: none"> ◦ Supports product trials and feedback ◦ Assists clinical nurse specialist with capex requirements • Provides leadership in theatre procedures and is able to manage emergencies / can coordinate services in emergency situations. • Guides practice within the specialty to ensure compliance with hospital/unit/department policies, procedures and governing acts and regulations. • Ensures infection prevention and control practices are implemented, monitored and evaluated. • Support RNs to complete the requirements of the Nursing Council of New Zealand's recertification programme / Professional Development and Recognition Programme (PDRP). |
| <p>Interpersonal relationships/teamwork To ensure effective teamwork and communication</p> | <ul style="list-style-type: none"> • Maintains approachability and an open, effective communication style. • Facilitates effective communication within the team, ensuring patient and staff advocacy. • Liaises with clinicians and the nurse specialist to identify concerns, improvements to ensure best service delivery. • Is open and receptive to feedback. • Respects lines of authority and uses proper channels of communication. • Empowers others to take action to resolve patient/client issues promptly. • Recognises individual efforts in excellent patient/client focus. • Responds to the changing needs of patients/client groups and appropriately plans education and practice development initiatives to meet service need. • Creates a culture of patient/client focus through person-centered care. • Expresses information effectively, both orally and in writing, adjusts language and style to the recipients and considers their frame of reference. |
| <p>Professional development To maintain a high level of professional development</p> | <ul style="list-style-type: none"> • Maintains contemporary knowledge and skills in the specialty, staff development, teaching and leadership in the clinical environment. • Demonstrates a commitment to participating in continuing education and acquisition of further knowledge, skills, and credentials. <ul style="list-style-type: none"> • Maintains and continuously updates professional portfolio and mandatory updates. • Complies with legislation and organisational policies and procedures that govern practice and service delivery. • Participates in own performance planning, and review in conjunction with line manager. • Assists with PDRP and performance planning and review processes. |



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|---|--|
| <p>Inter-professional healthcare and quality improvement To maintain a high level of quality improvement</p> | <ul style="list-style-type: none"> • Participates actively in quality improvement activities to monitor and improve standards of nursing. • Critically analyses, disseminates and integrates nursing and other evidence into the area of clinical practice and specialty. • Contributes to review and maintenance of appropriate policy, procedure and guideline documentation. • Participates actively in the maintenance of MoH certification and QHNZ accreditation status. |
| <p>Organisational culture To support a strong and positive image of St George's within the community and with key internal and external stakeholders</p> | <ul style="list-style-type: none"> • Understands and promotes the concept of internal and external customers (e.g. patients, colleagues and clinicians) and has a customer focus. • Assists in facilitating positive inter-departmental relationships. • Maintains confidentiality in respect to St George's operations, business, employees, clients and patients. • Models St George's values and adheres to St George's policies and procedures. |
| <p>Cultural safety and the Treaty of Waitangi To promote cultural awareness within St George's Hospital</p> | <ul style="list-style-type: none"> • Understands and has knowledge of the Treaty of Waitangi and implications for clinical practice. • Collaborates with colleagues regarding the integration of the Treaty principles of partnership, protection and participation in practice, guiding and providing resources to foster understanding. • Displays cultural sensitivity and a willingness to work positively with organisational strategies to improve outcomes for Maori. • Promotes an awareness of cultural differences amongst staff and patients (e.g. beliefs, gender, sexual orientation or disability) and the impact that beliefs and values have on practice. |
| <p>Health & safety To ensure a safe working environment</p> | <ul style="list-style-type: none"> • Accepts personal responsibility regarding occupational safety and health requirements. • Promotes and proactively manages any safety hazards and initiates appropriate corrective actions. • Ensures own and staffs' familiarity and compliance with all emergency and security procedures. • Ensures accidents and untoward incidents occurring in the clinical area are reported. • Co-operates with any reasonable policy or procedure relating to health or safety at the workplace that has been notified to workers. • Ensures compliance with hospital security requirements and is vigilant in all matters of security. • Participates in health and safety training as mandated by St George's. |
| <p>Organisational effectiveness Contributes to the cost effectiveness and changing service needs</p> | <ul style="list-style-type: none"> • Promotes safe patient care and makes recommendations to ensure cost efficient delivery. • Is alert to emerging patient needs, new procedures and technologies and promotes solutions to safely care for patients and support staff in practice development. |
| <p>Other duties To undertake other duties as requested by the Clinical Nurse Specialist / Perioperative Services Manager</p> | <ul style="list-style-type: none"> • Performs such duties in a timely, accurate manner and in accordance with St George's Hospital policies and procedures. |



**ST GEORGE'S
HOSPITAL**

A TRADITION OF EXCELLENCE

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Qualifications, experience and personal qualities

| | Essential | Desirable |
|-----------------------------------|---|--|
| Qualifications | <ul style="list-style-type: none">Registered nurse.Holds a current practicing certificate.Holds, or working towards expert nurse PDRP. | <ul style="list-style-type: none">Post graduate nursing qualification in a related specialty |
| Experience & knowledge | <ul style="list-style-type: none">Minimum 3 years (FTE) post registration / graduate experience in orthopaedic perioperative practice.Experience in the provision of clinical support, guidance and education.People management skills. | |
| Personal attributes | <ul style="list-style-type: none">Relates well to othersIntegrityEnthusiasticExcellent communication and interpersonal skills | |

Agreed by:

Signed: _____ Date: _____ **(Employee)**

Signed: _____ Date: _____ **(Hospital manager)**