

Position Description

Position title: Anaesthetic Technician
Business area: Operating Theatre
Reports to: Charge Anaesthetic Technician
Approved by: Hospital Manager



Our Purpose

Our Mission :

Excellence in health care within a culture of caring

Our Vision :

To be an innovative centre of excellence, where people choose to receive health care and people love to work.

Our Values:

Four core values:

- Do the Right Thing
- Aim for Excellence
- Caring for All
- Work Better Together

Position objective

- To provide a high level of professional care to patients undergoing anaesthesia
- To provide skilled clinical and technical assistance to the anaesthetist
- To work as part of the theatre team in the provision of quality care

Functional relationships

Internal:	External:
• Clinical Nurse Specialists • Charge Nurses • Operating Theatre Services Manager • Clinical Flow Services Manager • Hospital Manager • Hospital Coordinators • Ward Services Manager • Nurse Educators • Infection Prevention and Control team • Other Nursing colleagues • Anaesthetic Technicians • All other St George's Hospital colleagues	• Medical staff • Allied Health Professionals • Patients and Support persons • Company Representatives

Position Description

Key areas of accountability

Area of accountability	Expected results
Professional practice Provide comprehensive, individualised care to patients in the Perioperative environment as a fully participating member of the multi-disciplinary team	• Applies the standards of practice in accordance with the medical sciences council of New Zealand in the CPD for anaesthetic technicians and practices within the professional boundaries stipulated in the Code of Conduct • Takes responsibility for maintaining advanced skills, knowledge and competencies as per hospital policies and procedures • Maintains clear and accurate records ensuring compliance with the documentation requirements of the organisation • Ensures appropriate communication of patient health assessment information and articulates recommendations regarding interventions • Demonstrates competency in implementing emergency procedures and maintains a safe and secure patient care and work environment • Respects privacy, confidentiality of patients, colleagues and consultants • Uses Information Technology as required with relevant training (Microsoft Word, Microsoft Outlook and the relevant Patient Management Systems) • Promotes the profession of Anaesthetic Technicians and presents a positive professional image • Provides, facilitates, advocates and evaluates Anaesthetic care that is evidence-based and is responsive to patient needs • Demonstrates understanding of anaesthetic procedures and possible associated hazards
Interpersonal relationships/teamwork To ensure effective teamwork and contribute to the achievement of St George's vision and strategic plan To communicate effectively with patients, colleagues, other health professionals and the public.	• Maintains approachability and an open, effective communication style • Models St George's Hospital vision, values and goals • Respects lines of authority and uses proper channels of communication • Is open and receptive to feedback • Establishes collaborative networks across teams for mutual benefit • Collaborates with peers to achieve strategic goals • Reinforces patient/client focus through education, practice, policies and/or procedures • 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 • Empowers others to take action to resolve patient/client issues promptly • 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

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Area of accountability	Expected results
Professional development To maintain a high level of professional development	• Demonstrates and facilitates contemporary knowledge and skills • Maintains own professional development and mandatory training • Identifies own learning requirements/deficits and develop a plan in conjunction with line manager • Engages in orientation of new colleagues, and the ongoing education of all colleagues appropriate to their level of knowledge and experience • Identifies teaching needs and provide accurate information and education to patients, relatives and/or significant others • Acts as a role model for anaesthetic technicians and other departmental colleagues • Participates in Performance Planning and review • Actively seeks and participates in relevant education and professional development activities to further knowledge, skills, and credentials • Undertakes responsibility for meeting all the mandatory requirements of the professional body and the organisation • Maintains and continuously updates professional portfolio and St George's continuing professional development (CPD) programme
Inter-professional healthcare and quality improvement To maintain a high level of quality improvement	• Participates actively in quality improvement activities to monitor and improve standards of care and service delivery • Contributes to review and maintenance of appropriate policy, procedure and guideline documentation • Documents and reports accidents and incidents accurately in accordance with Hospital policy • Supports continuous quality improvement
Organisational culture To support a strong and positive image of St George's within the community and with key internal and external stakeholders	• Promotes harmonious working relationships within the department and with departmental "Users" • Understands and promotes the concept of internal and external customers (e.g. patients, colleagues and clinicians) and the need for 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
Te Tiriti o Waitangi	• Understands and has knowledge of Te Tiriti o Waitangi • Collaborates with colleagues regarding the integration of Te Tiriti principles in practice • Displays a willingness to work positively with organisational strategies to improve outcomes for Māori
Cultural Safety	• Promotes an awareness of cultural differences amongst colleagues and patients (e.g. beliefs, gender, sexual orientation or disability) and the impact that beliefs and values have on practice

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Area of accountability	Expected results
Health & safety To ensure a safe working environment	- Actively demonstrates sound health and safety behaviours, complies with all health and safety policies, procedures, guidelines, instructions and safe work practices - Takes reasonable care for their own health & safety - Takes reasonable care that their actions or omissions do not adversely affect the health & safety of others at work - Participates in health and safety initiatives, consultation and continuous improvement activities - Promptly reports hazards, incidents, injuries and near misses through our H&S reporting tool
Organisational effectiveness Contributes to the cost effectiveness and changing service needs	- Promotes safe patient care and makes recommendations to ensure cost efficient delivery - Accurately completes cost accounting documents as appropriate. - Identifies appropriate priorities for workload - Monitors stock supplies and orders appropriately - Participates in the department's ongoing maintenance programme
Other duties To undertake other duties as requested by the Charge Anaesthetic Technician / Operating Theatre Services Manager	Performs such duties related to the scope of the role when requested

Qualifications, experience and personal qualities

	Essential	Desirable
Qualifications	- Qualifications recognised by Australian College of Anaesthetists i.e. Certificate of Proficiency (issued by the New Zealand Society of Biomedical Technology and the New Zealand Society of Anaesthetists) if qualified prior to February 1993 - If qualified after February 1993, the Certificate of Anaesthesia Technology and Certificate of Proficiency from the Auckland University of Technology in New Zealand - Equivalent overseas qualification - must be recognised by the NZATS and Medical Science Council of New Zealand e.g. City and Guilds 752	

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	Essential	Desirable
Experience & knowledge	Minimum 2 years post qualification experience essential for overseas qualifications	Experience in all anaesthetic practices for all surgical specialties
Personal attributes	- Have good communication skills - Ability to work as part of a team - Be accountable for personal practice - Have a commitment to ongoing development of anaesthetic skills and professional development	