

## Position Description

**Position title:** Anaesthetic Technician  
**Business area:** Operating Theatre  
**Reports to:** Anaesthetic Coordinator  
**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:
<ul style="list-style-type: none"> <li>• Anaesthetic Technician Coordinator</li> <li>• Operating Theatre Manager</li> <li>• Clinical Nurse Specialists</li> <li>• Anaesthetic technicians</li> <li>• Theatre and recovery personnel</li> <li>• Ward nursing staff</li> <li>• All other St George's staff</li> </ul>	<ul style="list-style-type: none"> <li>• Clinicians</li> <li>• Patients, family, whānau and support persons</li> <li>• Company reps and educators (equipment, trials, education)</li> <li>• Biomedical personnel</li> </ul>



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### Key areas of accountability

Area of accountability	Expected results
<b>Professional practice</b> To ensure the provision of safe clinical practice.	<ul style="list-style-type: none"><li>• Applies the standards of practice laid down by the medical sciences council of New Zealand in the CPD for anaesthetic technicians.</li><li>• Promotes the profession of anaesthetic technicians and presents a positive professional image.</li><li>• Is familiar with the facilities available for safe anaesthetic practice in operating suites as recommended by the College of Anaesthetists<ul style="list-style-type: none"><li>◦ Checks and prepares anaesthetic machines and equipment prior to each operating list and has knowledge of Level 1, 2 and 3 anaesthetic machine check protocol</li><li>◦ Demonstrates the ability to troubleshoot equipment problems.</li><li>◦ Identifies equipment for repair and servicing and completes documentation clearly identifying issue for repair staff.</li></ul></li><li>• Demonstrates understanding of anaesthetic procedures and possible associated hazards:<ul style="list-style-type: none"><li>◦ Anaesthetic pharmacology &amp; adverse effects</li><li>◦ Monitoring vital signs</li><li>◦ Reporting significant alterations in patient condition</li></ul></li><li>• Directly assists the anaesthetist(s) with:<ul style="list-style-type: none"><li>◦ IV cannulation</li><li>◦ patients requiring invasive monitoring</li><li>◦ Setup and administration of IV fluids &amp; medications (according to policy)</li><li>◦ emergency situations</li><li>◦ patients with airway management problems</li></ul></li><li>• Demonstrates the ability to perform, and assist with emergency life support skills including<ul style="list-style-type: none"><li>◦ intravenous cannulation</li><li>◦ airway management</li><li>◦ bag/mask resuscitation</li><li>◦ endotracheal intubation* under the direct supervision of an anaesthetist</li></ul></li><li>• Assists the multidisciplinary theatre team to provide safe and appropriate care:<ul style="list-style-type: none"><li>◦ Planning, implementation and evaluation of individualised care</li><li>◦ Ability to establish priorities in patient care</li><li>◦ Involvement of patient, family whanau as appropriate</li><li>◦ Effectively communicates within the team, ensuring patient and staff advocacy</li></ul></li><li>• Practices according to St George's Hospital policies and procedures and the acts and regulations which govern practice.</li></ul>
<b>Interpersonal relationships/teamwork</b> To ensure effective teamwork and communication	<ul style="list-style-type: none"><li>• Maintains approachability and an open, effective communication style:<ul style="list-style-type: none"><li>◦ Expresses information effectively, both orally and in writing, adjusts language and style to the recipients and considers their frame of reference</li><li>◦ Is open and receptive to feedback</li><li>◦ Respects lines of authority and uses proper channels of communication</li></ul></li><li>• Collaborates with peers, across teams and networks to achieve strategic</li></ul>



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	goals <ul style="list-style-type: none"> <li>• Empowers others to take action to resolve patient/client issues promptly</li> <li>• Creates a culture of patient/client focus through person-centered care</li> </ul>
<b>Professional development</b> To maintain a high level of professional development	<ul style="list-style-type: none"> <li>• Demonstrates and facilitates contemporary knowledge and skills</li> <li>• Identifies own learning requirements/deficits and develops a plan in conjunction with line manager</li> <li>• Actively seeks and participates in relevant education and professional development activities to further knowledge, skills, and credentials</li> <li>• Undertakes responsibility for meeting all the mandatory requirements of the professional body and the organisation</li> <li>• Participates in an annual performance planning and review to determine performance objectives appropriate to the role and goals of the department</li> <li>• Maintains and continuously updates professional portfolio and St George's continuing professional development (CPD) programme</li> </ul>
<b>Inter-professional healthcare and quality improvement</b> To maintain a high level of quality improvement	<ul style="list-style-type: none"> <li>• Participates actively in quality improvement activities to monitor and improve standards of care and service delivery</li> <li>• Contributes to review and maintenance of appropriate policy, procedure and guideline documentation</li> <li>• Participates actively in the maintenance of MoH certification and QHNZ accreditation status</li> </ul>
<b>Organisational culture</b> To support a strong and positive image of St George's within the community and with key internal and external stakeholders	<ul style="list-style-type: none"> <li>• Understands and promotes the concept of internal and external customers (e.g. patients, colleagues and clinicians) and has a customer focus</li> <li>• Assists in facilitating positive inter-departmental relationships</li> <li>• Maintains confidentiality in respect to St George's operations, business, employees, clients and patients</li> <li>• Models St George's values and adheres to St George's policies and procedures</li> </ul>
<b>Te Tiriti o Waitangi</b>	<ul style="list-style-type: none"> <li>• Understands and has knowledge of Te Tiriti o Waitangi.</li> <li>• Collaborates with colleagues regarding the integration of Te Tiriti principles in practice.</li> <li>• Displays a willingness to work positively with organisational strategies to improve outcomes for Māori.</li> </ul>
<b>Cultural Safety</b>	<ul style="list-style-type: none"> <li>• 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</li> </ul>
<b>Health &amp; safety</b> To ensure a safe working environment	<ul style="list-style-type: none"> <li>• Complies with and supports all health and safety policies, guidelines, and initiatives.</li> <li>• Ensures all incidents, injuries and near misses are reported in our H&amp;S reporting tool.</li> </ul>
<b>Organisational effectiveness</b> Contributes to the cost effectiveness and changing service needs	<ul style="list-style-type: none"> <li>• Promotes safe patient care and makes recommendations to ensure cost efficient delivery</li> <li>• Is alert to emerging patient needs, new procedures and technologies and promotes solutions to safely care for patients and support staff in practice development</li> </ul>
<b>Other duties</b> To undertake other duties as requested by the	<ul style="list-style-type: none"> <li>• Performs such duties in a timely, accurate manner and in accordance with St George's Hospital policies and procedures.</li> </ul>



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anaesthetic coordinator / Theatre Manager	

### Qualifications, experience and personal qualities

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"><li>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.</li><li>If qualified after February 1993, the Certificate of Anaesthesia Technology and Certificate of Proficiency from the Auckland University of Technology in New Zealand.</li><li>Equivalent overseas qualification - must be recognised by the NZATS and Medical Science Council of New Zealand e.g. City and Guilds 752</li></ul>	
<b>Experience &amp; knowledge</b>	<ul style="list-style-type: none"><li>Minimum 2 years post qualification experience essential for overseas qualifications</li></ul>	<ul style="list-style-type: none"><li>Experience in all anaesthetic practices for all surgical specialties</li></ul>
<b>Personal attributes</b>	<ul style="list-style-type: none"><li>Have good communication skills</li><li>Ability to work as part of a team</li><li>Be accountable for personal practice</li><li>Have a commitment to ongoing development of anaesthetic skills and professional development</li></ul>	