

JOB DESCRIPTION

Job Title: Senior Anaesthetic/Theatre Practitioner
Band: 6
Department: Cardio-thoracic Operating Theatres
Responsible to: Cardio-thoracic Sisters
Accountable to: Divisional Matron

Overall Objectives

To be responsible for providing skilled clinical and technical assistance as a member of the operating theatre team and to participate in the assessment of patient care needs and to implement and maintain the agreed standards of care.

Key Result Areas

As a member of the theatre team you will contribute by:-

1. Planning, delivering and evaluation of patient care.
2. Management of peri-operative team within direct clinical area
3. Implementing local protocols and standards with members of the Multi-Disciplinary Team
4. Effective Management of resources within the department
5. Participate in clinical trials and research
6. Deputise for peri-operative Sister/MTO equivalent when required
7. Providing expert clinical advice to nurses and members of the multi-disciplinary team

Job Summary

1. The post holder will be responsible for the assessment, planning and provision of specialist nursing advice and carries out specialist nursing procedures.

2. The post holder will provide clinical supervision to other staff, students and may undertake research, lead clinical audits in own specialist area.
3. Ensuring the safety and well-being of services users, and always working in a manner that promotes dignity and human rights through the adoption of person centered care principles.

Clinical

1. Plan and prepare equipment according to patients needs and procedures
2. Implement and evaluate care plans as appropriate to surgical requirements and patient's condition
3. Monitoring and assessing patient's condition, responding to changes in condition, making changes to care plan as required. Providing clinical advice to members of the peri-operative team
4. Directing and participating in the manoeuvring and the positioning of conscious and unconscious patient
5. Handover and transferring responsibility of care to colleagues, ensuring appropriate information and care is relayed
6. Supporting and reassessing patients and relatives/careers during peri-operative procedures
7. Working within guidelines of NMC or HPC Codes of Practice depending upon registration, takes every reasonable opportunity to sustain and improve his / her knowledge and professional competence
8. Maintaining accurate patient and theatre records
9. Responsible for the management, security, control and administration of drugs as prescribed, adhering to local and national policies
8. Responsible for the correct administration of prescribed medication including transfusion of blood and blood products
9. Be responsible for assessing and recognising emergencies in the speciality.
10. To interpret information and take appropriate action and to lead others to do the same.
11. Act as an advocate for patients within the department, to ensure a patient orientated approach to the delivery of care and to meet standards within the CQC outcomes other relevant guidelines.
12. Ensure that patients' receive high quality clinical care and a good patient experience, having regard for their customs, religious beliefs and doctrines.
13. Recognise and avoid situations that may be detrimental to the health and wellbeing of the individuals.

14. To provide leadership, support and guidance to staff in monitoring the planning delivery and evaluation of individualised care.
15. Ensure safe and effective care for complex patients requiring advance clinical skills and responsible for carrying out specialist nursing procedures to area.
16. To be responsible, for maintaining a safe environment for patients, visitors and other staff within the clinical environment.
17. Ensure that sensitive patient records are stored appropriately.
18. Ensures the cultural and spiritual needs of patients are recognised and accommodated within resources available.
19. Support and enable patients and carers to make informed decisions relating to their treatment and management.
20. Ensure staff take precautions to minimise the risk of cross infection in relation to the safe disposal of body fluids (including blood).
21. A key member of the multidisciplinary team in supporting patients and their carers during the delivery of bad news such as caring for the terminally ill patients and the event of death.
22. To be an effective communicator within the Peri-operative team
23. Promote high quality clinical care, and assist in the development of the specialist service, through the use of evidence based practice and clinical standards

Quality

1. Facilitate a high quality, cost effective specialist service through monitoring and audit and other quality initiatives agreed by the Trust
2. Lead on and participate in key developments relating to the specialty so that high quality patient focused services are promoted.
3. Attend and participate in multi-professional team meetings.
4. Set, monitor and review standards of care on a regular basis and initiate corrective action plans
5. Identify and intervene where circumstances contribute to an unsafe environment for patients and staff. To bring instances to the attention of the Sister/Charge Nurse for the area.

Managerial/leadership

1. Provide a leadership role model and demonstrate specialist knowledge and high standards of clinical practice and provide support or advice when necessary.
2. Monitoring and ordering of stocks and supplies, rotating stock as necessary
3. Management of peri-operative team, including monitoring sickness absence, participating in performance and conduct investigations, appraisals and providing advice on untoward incident reporting problems
4. Preparation of staff rotas ensuring adequate staff levels and appropriate skill mix to meet the needs of the department
5. Participate in the recruitment and selection process
6. Participate in the development of local standards and policies, through leading policy sub-groups within the department
7. Lead a team during the shift session, ensuring a high standard of patient care is delivered
8. Assist with project work and to lead when required using evidence based knowledge.

Education

1. Mentoring of qualified and unqualified staff
2. Identify and establish individual training plans for members of the team
3. Delivery of orientation and induction to new and less experienced members of staff
4. Responsible for maintaining and updating own clinical knowledge and skills teaching and assessing members of the peri-operative team, actively contributing to the development of peri-operative practice
5. To assist the Sister/Charge Nurse in developing a culture that is challenging, stimulating, rewarding and supportive.
6. Actively participating in the selection, training, and supervision of Theatre Support Workers and ensure that all staff are aware of the assessment process.
7. Assess the need for, plan and implement suitable staff development programs for nursing staff within clinical area to ensure the effective care of all patients.

8. Assist the Sister/Charge nurse to ensure that all students and newly appointed staff have identified mentors/preceptors.
9. To act as mentor/assessor to unqualified staff and to provide education, advice and support to a team of nurses.
10. Ensuring within mentorship that student nurses and post-registration students allocated to the area are given appropriate teaching, support and guidance, in accordance with clinical area/personal objectives and that all documentation is complete.
11. Contribute and assist the Sister/Charge Nurse to foster a learning environment within the clinical area.
12. To participate in education on a national and international level by attending, presenting at, and/or assisting in the coordination of study days/seminars/conferences etc.
13. Be aware of the local equipment training programme for staff and maintain training records.

RISK MANAGEMENT

The management of risk is the responsibility of everyone and will be achieved within a progressive, honest and open environment.

Staff will be provided with the necessary education, training and support to enable them to meet this responsibility.

Staff should be familiar with the

- Major Incident Policy
- Fire Policy
- Incident Reporting Policy

and should make themselves familiar with the 'local response' plan and **their** role within that response.

RESPONSIBILITIES FOR HEALTH & SAFETY

The post holder is responsible for ensuring that all duties and responsibilities of this post are carried out in compliance with the Health & Safety at Work Act 1974, Statutory Regulations and Trust Policies and Procedures. This will be supported by the provision of training and specialist advice where required.

INFECTION CONTROL

Infection Control is everyone's responsibility. All staff, both clinical and non-clinical, are required to adhere to the Trusts' Infection Prevention and Control Policies and make every effort to maintain high standards of infection control at all times thereby reducing the burden of Healthcare Associated Infections including MRSA.

All staff employed by the ORH Trust have the following key responsibilities:

- Staff must wash their hands or use alcohol gel on entry and exit from all clinical areas and/or between each patient contact.
- Staff members have a duty to attend mandatory infection control training provided for them by the Trust.
- Staff members who develop an infection (other than common colds and illness) that may be transmittable to patients have a duty to contact Occupational Health.

CHILD PROTECTION

The post holder will endeavour at all times to uphold the rights of children and young people in accordance with the UN Convention Rights of the Child.

SAFEGUARDING CHILDREN AND VULNERABLE ADULTS

The Trust is committed to safeguarding children and vulnerable adults throughout the organisation. As a member of the trust there is a duty to assist in protecting patients and their families from any form of harm when they are vulnerable.

INFORMATION GOVERNANCE

All staff must complete annual information governance training. If you have a Trust email account this can be completed on-line, otherwise you must attend a classroom session. For further details, go to the Information Governance intranet site.

DATA QUALITY

Data quality is a vital element of every member of staff's job role. The Oxford Radcliffe Hospitals recognises the importance of information in the provision of patient care and in reporting on its performance. Data quality is therefore crucial in ensuring complete, timely and accurate information is available in support of patient care, clinical governance, performance management, service planning, and financial and resource planning and performance.

All staff should ensure that they have read and understood the Trust's Data Quality Policy

PERSON SPECIFICATION

Specification	Essential	Desirable	Evidence
Professional Qualifications	RN – 1 st level Registration ODP Level 3 NVQ/Dip HE ODP ODA 752 ENB 176/182/183 or equivalent Diploma in Peri-Operative Practice or equivalent experience Accredited Teaching Certificate or equivalent experience		Registered with NMC Registered with HPC
Experience	Proven, extensive post registration experience in the Peri-operative Department. Evidence of Resource Management	Evidence of other Peri- operative study Computer literacy	Professional Portfolio C.V. Application form Interview References
Personal Qualities	Knowledge of Contemporary Peri-Operative issues. Evidence of continual Professional and Personal Development. The ability to work independently. Liaise confidently and effectively with other disciplines. Organisational and Problem solving skills. Ability to work within a team		Professional Portfolio C.V. Application form Interview References
Physical Attributes	Reliable Flexible Motivation and enthusiasm		Professional Portfolio C.V. Application form Interview References

