

## Job Description

Position	Band 5 Theatre Scrub Practitioner (ODP/Nurse)
Division	Surgery
Responsible to	Team Lead
Responsible for	n/a
Reports to	Senior Theatre Practitioners (Band 6)
Band	5 (Agenda for Change)
Location	Surrey and Sussex Healthcare NHS Trust (East Surrey Hospital / Crawley Day Surgery Unit)
Disclosure required	Enhanced

### Job purpose

The post holder will work as a member of the peri-operative team as a theatre practitioner within the scrub role. They will be expected to function clinically within the operating theatres and other associated areas, as required.

To support the surgical team to deliver high quality, safe, effective care for patients throughout their perioperative journey. They will participate in the training of junior staff and students, help deliver the trusts vision and continue their own personal and professional development.

## Our values

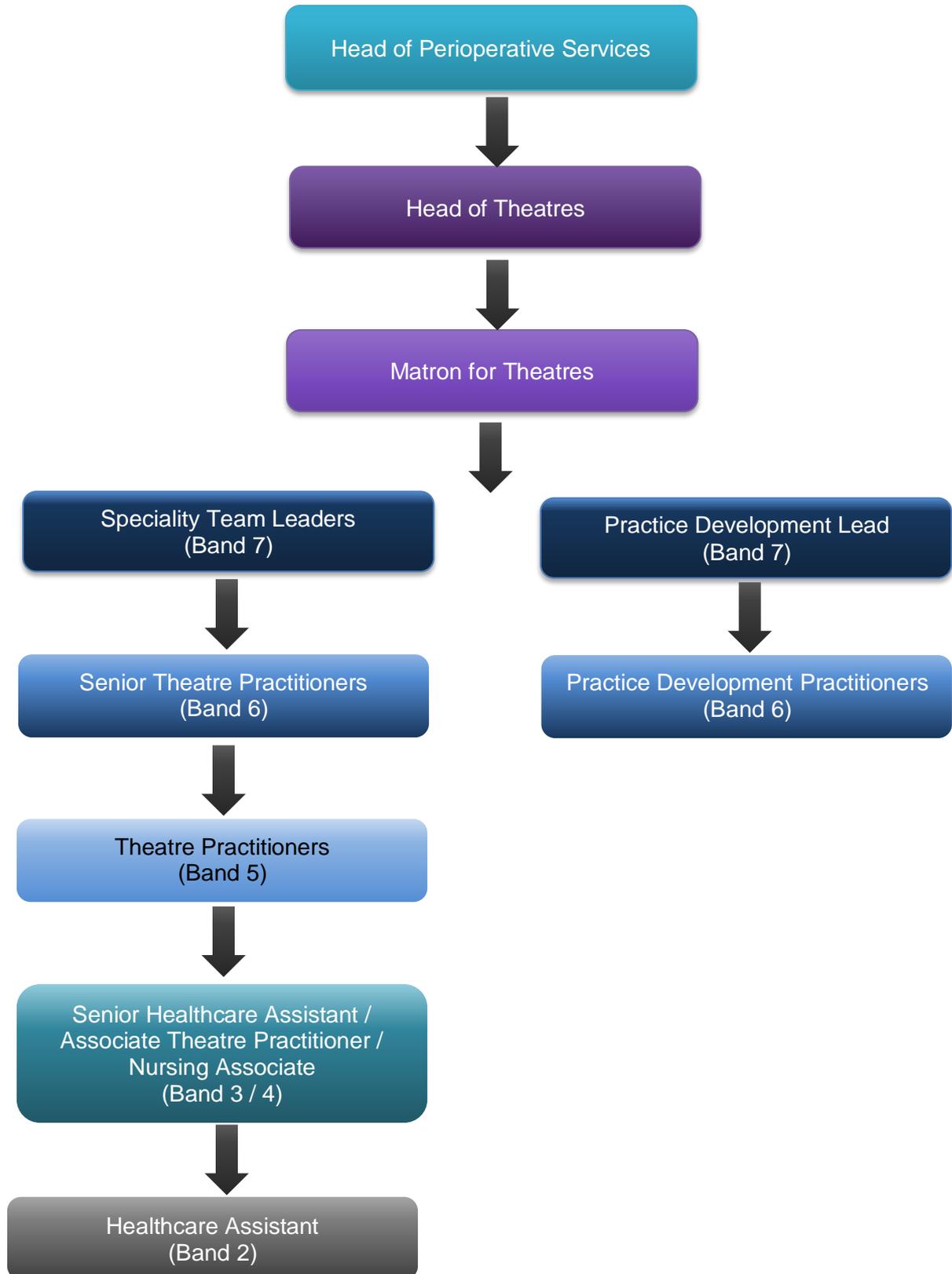
As an employee of Surrey and Sussex Healthcare NHS Trust, you have an individual responsibility to treat everybody with:



## Our objectives

1. **Safe** – Deliver standardised, safe, high quality care, which pursues perfection and puts SASH in the top 25% performers nationally.
2. **Effective** – As a teaching hospital, deliver effective and sustainable clinical care, which focus on outcomes, innovation and technology.
3. **Caring** – Develop the compassionate care we provide in partnership with patients, staff, families, carers and community services.
4. **Responsive** – Be the hospital of choice for our local people delivering services in response to the needs of our population.
5. **Well led** – Be a high quality employer that focuses on staff health and wellbeing and delivers patient-centred, clinically-led, efficient services.

**Structure chart**



## Key working relationships

- All theatre practitioners
- Medical staff
- All ward staff
- All support services staff
- Senior management personnel
- Practice Development team
- Patients, carers and service users

**Main duties and key responsibilities** – including, but not limited to and working within their scope of practice

**Clinical and Professional:** some responsibilities are role specific

- Ensure all care is provided in accordance with Surrey and Sussex Healthcare NHS Trust policies
- Carries out a full range of registered health care professional duties, including assessment, planning, implementation and evaluation of the patient's condition utilising research findings as appropriate
- Support the lead for safe delivery of patient care, ensuring equipment and stock are available.
- Maintains the patient's privacy, dignity and a safe environment.
- Participate in induction and orientation programmes for new staff
- To identify suitable teaching opportunities/requirements and to undertake practical teaching and supervision of learners to ensure key learning outcomes are met.
- Maintain, update and develop personal and professional knowledge and skill developments.

- Maintains accurate, contemporaneous and legible written records of care where required and accurately completes the Perioperative Care Plan.
- Responsible as a trained health care professional for the control and administration of drugs within Trust guidelines and personal accountability.
- Assist in the positioning and preparation of a patient as directed by the surgical team and ensure patient's safety at all times.
- Monitors all patient care and treatment, maintain high standards and quality at all times.
- Be part of infection control measures by adhering to departmental policy regarding uniform, the maintenance of a clean working environment, decontamination and sterilisation procedures and asepsis.
- Prepare patients for clinical/operative procedures.
- Ensure that communications are timely, concise and unambiguous in a manner and pace appropriate to the understanding of professional colleagues, patients and others.
- Verbal and non-verbal communication is maintained with all patients.
- Is able to prioritise patient care, recognise deterioration in a patient's condition and act accordingly.
- Provide immediate post-operative care- dependant on role
- Provide initial emergency care as required
- Ensures self and all registered staff practice in accordance with NMC and HPCP Code of Professional Conduct.
- Keeps up to date with current research and national initiatives

### Team/Organisational

- Take charge of the clinical area in the absence of senior staff, ensuring patient, visitors and staff safety
- Participate fully as a team member, sharing knowledge and information and supporting colleagues to promote a cohesive team and the achievement of team objectives
- Adhere to the procedures for the use of supplies, ordering requirements for the department as directed by line manager
- Ensure the accurate collection of data in relation to theatre activity.
- The post holder will be appraised on an annual basis and the process will include a review of past year's performance, setting aims and objectives for the coming year and identification of education needs

### Teaching, Training and Research

- Participate as required in the introduction of clinical trials and evaluation of new equipment.
- Participate in the training programmes for students and new starters, providing guidance, support and feedback as required.
- Undertake Practice Supervisor qualification to assess and supervise students and new starters
- Attend departmental teaching sessions and be responsible for own continuing professional development and statutory and mandatory training requirements.
- To be responsible for continuing professional development of skills and competencies through participation in learning and development activities, and to maintain up to date technical and professional knowledge relevant to the post

- Contribute to departmental audit processes

### Professional

- Ensure professional, technical and clinical knowledge is current and utilises evidence based practice.
- Maintain up to date registration with the appropriate registering body – HCPC/NMC.
- Accept additional responsibilities consistent with the post to enhance level of practice and professional development.
- To abide by the HCPC Standards of Performance, Conduct and Ethics and Standards of Proficiency or NMC Code of Professional Conduct and ensure safe practice. As a registered practitioner, you are personally accountable for your practice.

### Key attitudes and behaviours

- Professional and accountable
- Punctual
- Able to work effectively in a team
- Enthusiastic and assertive
- Caring and compassionate
- Flexibility and reliability
- Strong desire to improve standards
- Self-motivated
- Keen to implement research based practice

**This is an outline job description designed to give an overview of the responsibilities of the post. The post holder will be expected to be flexible to respond to change and organisational need. The post holder will also be expected to contribute to the wider corporate and organisational needs of the Trust as appropriate.**

## General

### Information Governance

Whilst employed by the Trust you may have access to patient or staff information, this information must be kept confidential and must not be disclosed to anybody other than when acting in an official capacity. The unauthorised use or disclosure of patient or other personal information is a dismissible offence for Gross Misconduct under the Trust's Disciplinary Policy, and could also result in criminal prosecution. All staff must work in accordance with the General Data Protection Regulation (GDPR) and familiarise themselves with the Trust's information governance and related policies and procedures.

If this post involves the collection, entry, change or deletion of any data items either electronic or manual (e.g. the Trust Patient Administration System) it is your responsibility to ensure that as far as is reasonably possible, you have ensured that those details are accurate and up-to-date.

If this post manages members of staff, it is your responsibility to ensure that these staff are made aware of Trust policies and procedures relating to their area of work and to ensure that these are followed at all times. This post must also ensure that staff receive adequate and relevant training required by them to enable them to carry out their duties.

All employees must familiarise themselves with and adhere to all Trust policies and procedures including the following:

- Risk Management Policy and Strategy
- No Smoking at Work
- Equal Opportunities in Employment, including the Equality Act
- The Caldicott Principles

### Safeguarding children and adults at risk of abuse

All Trust employees have a responsibility to safeguard and promote the welfare of children and adults at risk of abuse. As such, you have a duty to familiarize yourself with the Safeguarding Adult and Children policies available via SASHnet.

## **No Smoking Policy**

Surrey and Sussex Healthcare NHS Trust is a smoke free Trust covering trust premises, grounds and any trust owned vehicle. Staff should not smoke during their working hours and will be protected from passive smoking both in the Trust and whilst making home visits.

## **Research**

The Trust manages all research in accordance with the UK Policy Framework for Health and Social Care Research. As an employee of the Trust, you are required to comply with all reporting requirements, systems and duties of action put in place by the Trust to deliver research governance standards.

## **Intellectual Property**

From time to time during the normal course of your employment you may generate Intellectual Property (IP) which may have value in the delivery of better patient care. Where such Intellectual Property (IP) is created in the course of your employment or normal duties then under UK law it will generally belong to the Trust, unless agreed otherwise in writing between you and the Trust.

The Trust management procedures for Intellectual Property (IP) have been approved by the Trust Board and can be found on the Trust Intranet Site. Trust Procedures are consistent with the Management Framework for Intellectual Property (IP) of the Department of Health. You are required to comply with these procedures.

## **SASH+**

As part of our commitment to ensure our culture and ways of working reflect and embed the practices and methodologies of SASH+, you will be expected, where identified, to attend and complete relevant training and development opportunities to support this. This may include Lean for Leaders, Advanced Lean Training, and the Human Factors Programme, amongst others. Full attendance and completion of identified courses will be considered mandatory for this post.

### Person Specification

Essential	Desirable	Evidenced by
<b>Qualifications</b>		
<ul style="list-style-type: none"> <li>Registered Operating Department Practitioner (ODP) or</li> <li>Registered Nurse</li> <li>Current registration with an appropriate professional body i.e. HCPC / NMC</li> </ul>	<ul style="list-style-type: none"> <li>Practice Supervisor / Practice Assessor (or equivalent) – willingness to undertake</li> <li>Relevant post-registration training courses</li> </ul>	<ul style="list-style-type: none"> <li>Application</li> <li>Interview</li> </ul>
<b>Experience</b>		
<ul style="list-style-type: none"> <li>Experience of working in an acute hospital setting</li> </ul>	<ul style="list-style-type: none"> <li>Perioperative experience</li> <li>Supervising learners</li> </ul>	<ul style="list-style-type: none"> <li>Application</li> <li>Interview</li> </ul>
<b>Knowledge, Skills and Competencies</b>		
<ul style="list-style-type: none"> <li>An understanding of peri-operative patient care</li> <li>Excellent communication skills including verbal, non-verbal and written</li> <li>Excellent interpersonal skills</li> <li>IT literate</li> <li>Ability to demonstrate initiative and manage difficult situations</li> <li>Prioritising and organisational skills</li> <li>Awareness of professional and personal limitations</li> </ul>		<ul style="list-style-type: none"> <li>Application</li> <li>Interview</li> </ul>

Essential	Desirable	Evidenced by
<b>Behaviours and Values</b>		
<ul style="list-style-type: none"> <li>• Flexibility in shift / working patterns to meet the needs of the service</li> <li>• Is able to participate as a team member</li> <li>• Is of good health and good character as per HCPC / NMC requirements</li> <li>• Willing to accept additional responsibilities as delegated by senior staff</li> <li>• Displays SASH Values:               <ul style="list-style-type: none"> <li>○ Dignity and Respect</li> <li>○ One Team</li> <li>○ Compassion</li> <li>○ Safety and Quality</li> </ul> </li> </ul>		<ul style="list-style-type: none"> <li>• Application</li> <li>• Interview</li> </ul>