

 HAWKE'S BAY District Health Board Whakawāteatia	POSITION TITLE	Trainee Anaesthetic Technician		
	DIRECTORATE	Surgical Directorate	DEPARTMENT	Perioperative Unit
	REPORTING TO (operationally)	Anaesthetic Technician Manager	REPORTING TO (professionally)	Anaesthetic Technician Manager/Anaesthetic Technician Educator
DIRECTORATE RESPONSIBILITIES & DIRECT REPORTS	This role covers the Surgical Directorate and those requiring Anaesthetic Technician involvement in the Hawke's Bay District Health Board (HBDHB) Staff reporting - 0 Direct - 0 Indirect			
PURPOSE OF THE POSITION	To provide anaesthetic care and assistance for patients in the theatre unit, ICU unit and other areas as required, ensuring high quality standards of care is given through evidence-based practice.			
KEY DELIVERABLES	<p>Professional Accountability</p> <ul style="list-style-type: none"> ○ <i>Scope of practice is within and meets the ANZCA recommendations (PSO8 document)</i> ○ <i>Comply with MSC Code of Professional Conduct and standards of Proficiency.</i> ○ <i>Demonstrates a sound understanding of related patient documentation and completes accurately</i> ○ <i>Acquires sound knowledge of, and adheres to organisational and unit specific policies and procedures</i> ○ <i>Be familiar with and adhere to all directorate / organisational / departmental policies</i> ○ <i>Attend and participate in the process of Individual Performance review and identify own educational and training needs and incorporate them within the needs of the Department.</i> ○ <i>Meets the statutory and organisational requirements for working with children, as per the Vulnerable Children Act 2014 and Hawkes bay District Health Board policy, including a satisfactory police check and other safety checking processes.</i> ○ <i>Be a Member of New Zealand Anaesthetic Technician Society (NZATS) throughout Training.</i> <p>Clinical and Technical</p> <ul style="list-style-type: none"> ○ <i>Develop, maintain and improve professional knowledge, skills and competence to ensure the delivery of evidence based practice in line with the Medical Science Council (MSC) and New Zealand Anaesthetic technician Society (NZATS)</i> ○ <i>Demonstrates clinical practice is within the Medical Sciences Council (MSC) standards of practice</i> ○ <i>Develop knowledge and competence in the use of complex anaesthetic equipment, machinery and anaesthetic drugs</i> ○ <i>Develop knowledge across a range of anaesthetic procedures and techniques underpinned by theory</i> ○ <i>Develop knowledge and experience of the use and positioning of operating tables and their attachments as well as safe patient positioning methods with particular relevance to patient safety</i> ○ <i>Develop knowledge of routine safety checks on anaesthetic equipment which must be carried out in accordance with New Zealand Anaesthetic Technician Society (NZATS) standards. This must include the anaesthetic delivery system; filters; connectors and airway devices; suction; scavenging; monitoring and accessories</i> ○ <i>Attend, demonstrate and maintain competence in mandatory training such as CPR, Moving and Handling, and attend updates as appropriate, in line with hospital policy</i> ○ <i>Demonstrate consistent clinical credibility by ensure that all practice and professional activity meets with MSC Codes of Conduct and associated guidelines</i> ○ <i>Commitment to and evidence of on-going professional and practice development and maintaining acquired skills</i> ○ <i>Demonstrate effective listening and interpersonal skills such as when dealing with relatives, healthcare professionals and during assessment of patients in the Patient Reception Area, anaesthetic room, in theatre or recovery.</i> 			

Delivery of safe and effective perioperative services in partnership with clinicians

- *Demonstrates responsibility, accountability and commitment in anaesthetic technician practice and to the standard specified by the ANZCA, NZATS and MSC*
- *Attends and contributes to ongoing learning opportunities within the unit*
- *Demonstrates individual responsibility for professional development*
- *Contributes to the development of anaesthetic technician knowledge*

Teaching and Coaching

- *To sustain and improve own educational and professional development needs through personal study and through use of available opportunities*
- *Demonstrates a willingness to participate in all educational requirements and quality improvement activities*
- *Must achieve core advanced resuscitation level 6, as well as maintaining core competency training as required*
- *Must achieve all AUT set standards*

Quality Practice

- *Maintaining a flexible approach to situations, being able to cope with multiple priorities*
- *Articulating technical and clinical systems that require improvement and assisting with strategy for improvements*
- *Working with ethical guidelines, Code of Health and Disability Service Consumers Rights, NZATS/MSK standards, clinical protocols and guidelines and the health records policy*
- *Take an active part in the team and recognise the contributions of all of the teams within the operating department including theatre, recovery, medical and anaesthetic, housekeeping, clerical, Orderlies and other allied health professionals.*

Patient Safety

- *Demonstrates the use of patient safety mechanisms to identify near misses*
- *Participation in multi-disciplinary meetings and systems*

HBDHB is committed to maintaining and promoting the health & safety of all its staff, contractors, volunteers and patients. In this role, your duties are:

- Not to do anything that puts your own H&S at risk
- Not to do anything that puts others H&S at risk
- To follow all health and safety policies and procedures
- To follow all reasonable health and safety instructions

(You have the right to cease work if you believe that you, or others, are at risk of serious harm). Under the Human Rights Act 1993 discrimination based on disability is unlawful. HBDHB will make all reasonable efforts to provide a safe and healthy work place for all, including persons with disability.

Every effort has been made to outline requirements clearly. If a potential applicant has uncertainties about their ability to fulfil these physical requirements, enquiry should be made whether it would be possible to accommodate a particular issue by obtaining advice from Occupational Health & Safety/ Infection Prevention & Control Team.

- Ability to move about normally and undertake necessary duties in the Operating Theatre and outside anaesthetising areas.
- Ability to stand, walk, stretch, use hand tools is essential.
- Lifting/pushing/pulling of weights of more than 15 kilograms is frequently required.
- Climbing activities and driving a motor vehicle are infrequently required.
- Visual ability sufficient to undertake numerous writing, recording, monitoring tasks and safely administer medications.
- Excellent hearing, sufficient to hear leaks, alarms, monitor tones, hear instructions and converse with patients.
- Speech sufficient to communicate with clients and other personnel.
- A high degree of mental concentration is required.

HEALTH & SAFETY RESPONSIBILITIES

	<ul style="list-style-type: none"> • The nature of the work requires a skin condition allowing frequent contact with water, soap/disinfectant soap, chemicals including drugs, and latex rubber. A flaky, scaly, cracked/fissured skin condition should not be present on hands, forearms, face, head or neck. • The appointee must not have infection or colonisation with MRSA. • The appointee's health condition should not result in undue hazard to the appointee, client or others, as a result of exposure to blood, body fluid/waste or infectious disease. • Must be able to function under rapidly changing and demanding conditions. 		
KEY WORKING RELATIONSHIPS	<table border="1"> <tr> <td> <p>INTERNAL</p> <ul style="list-style-type: none"> ▪ <i>Head of Department (HOD) Anaesthetics</i> ▪ <i>Service Manager</i> ▪ <i>Anaesthetic Technician Manager and Clinical Nurse Manager (theatre).</i> ▪ <i>Anaesthetic Technician Educator</i> ▪ <i>SMO's and RMO's, mainly Anaesthetists, Anaesthetic Registrars and Intensivists.</i> ▪ <i>Other team members:</i> ▪ <i>Clinical Nurse Educator, Associate Charge Nurses, nursing staff, care associates, orderlies, students, radiology staff</i> </td> <td> <p>EXTERNAL</p> <ul style="list-style-type: none"> ▪ <i>Patients and whānau</i> ▪ <i>Other service providers</i> ▪ <i>Regional/other DHB services</i> </td> </tr> </table>	<p>INTERNAL</p> <ul style="list-style-type: none"> ▪ <i>Head of Department (HOD) Anaesthetics</i> ▪ <i>Service Manager</i> ▪ <i>Anaesthetic Technician Manager and Clinical Nurse Manager (theatre).</i> ▪ <i>Anaesthetic Technician Educator</i> ▪ <i>SMO's and RMO's, mainly Anaesthetists, Anaesthetic Registrars and Intensivists.</i> ▪ <i>Other team members:</i> ▪ <i>Clinical Nurse Educator, Associate Charge Nurses, nursing staff, care associates, orderlies, students, radiology staff</i> 	<p>EXTERNAL</p> <ul style="list-style-type: none"> ▪ <i>Patients and whānau</i> ▪ <i>Other service providers</i> ▪ <i>Regional/other DHB services</i>
<p>INTERNAL</p> <ul style="list-style-type: none"> ▪ <i>Head of Department (HOD) Anaesthetics</i> ▪ <i>Service Manager</i> ▪ <i>Anaesthetic Technician Manager and Clinical Nurse Manager (theatre).</i> ▪ <i>Anaesthetic Technician Educator</i> ▪ <i>SMO's and RMO's, mainly Anaesthetists, Anaesthetic Registrars and Intensivists.</i> ▪ <i>Other team members:</i> ▪ <i>Clinical Nurse Educator, Associate Charge Nurses, nursing staff, care associates, orderlies, students, radiology staff</i> 	<p>EXTERNAL</p> <ul style="list-style-type: none"> ▪ <i>Patients and whānau</i> ▪ <i>Other service providers</i> ▪ <i>Regional/other DHB services</i> 		
DELEGATION AND DECISION	Works under the direction and delegation of Anaesthetists		
EMPLOYMENT AGREEMENT & SALARY	In accordance with the APEX Anaesthetic Technicians Multi-employer Collective Agreement according to qualifications and experience.		
DATE	October 2020		
EXPENDITURE & BUDGET ACCOUNTABILITY	Nil		
SCOPE & COMPLEXITY	To provide appropriate assistance to the Anaesthetist to enable safe clinical management and delivery of patient care		

ESSENTIAL CRITERIA

Qualifications

- **NCEA:** 48 level 2 credits including eight level 2 credits in any one subject from Biology, Chemistry, Earth and Space Science, Physics, Science.
- Or**
Other related science or medical study/background.

Key Attributes

- Commitment to patient advocacy
- Respect and sensitivity
- Commitment to quality and excellence
- The ability to value yourself
- Presents a professional image

Effectively Engaging with Māori

- Demonstrates knowledge and understanding of local tikanga and Māori culture sufficiently to be able to respond appropriately to Māori
- Is visible, welcoming and accessible to Māori consumers and their whānau
- Actively engages in respectful relationships with Māori consumers and whānau and the Māori community
- Actively seeks ways to work with Māori consumers and whānau to maximise Māori experience
- Actively facilitates the participation of whānau in the care and support of their whānau member

Physical requirements for role:

Hawke's Bay DHB Physical Requirements and Vaccination Status Guidelines.

Vaccination status for role:

Vaccinations as per the current employee immunisation policy including annual influenza vaccination.



Our Vision and Values

Te hauora o te Matau-a-Māui: Healthy Hawke's Bay

Excellent health services working in partnership to improve the health and wellbeing of our people and to reduce health inequities within our community.



HE KAUANUANU RESPECT
ĀKINA IMPROVEMENT
RARANGATEIRA PARTNERSHIP
TAUWHIRO CARE

HE KAUANUANU RESPECT
Showing *respect* for each other, our staff, patients and consumers. This means I actively seek to understand what matters to you.

ĀKINA IMPROVEMENT
Continuous *improvement* in everything we do. This means that I actively seek to improve my service.

RARANGA TE TIRA PARTNERSHIP
Working together in *partnership* across the community. This means I will work with you and your whānau on what matters to you.

TAUWHIRO CARE
Delivering high quality *care* to patients and consumers. This means I show empathy and treat you with care, compassion and dignity.