

JOB DESCRIPTION

Anaesthetic Technician - Casual

Purpose of the Job

Provide an exceptional level of patient care in the delivery of clinical and technical support for Anaesthesia at both Tasman and Nelson Day Surgeries.

Reports to: General Manager, Tasman Day Surgery

Key Responsibilities

Clinical Excellence

- Provide safe clinical practice for patients undergoing anaesthesia in accordance with legal, ethical, cultural safety and professional standards.
- Maintain a sound understanding of anaesthetic procedures and possible associated hazards including anaesthetic pharmacology and adverse effects.
- Establish Anaesthetist's requirements prior to surgical procedures.
- Work closely with the multi-disciplinary theatre team to provide safe and appropriate patient care including planning, implementation and evaluation.
- Check and prepare anaesthetic machines and equipment prior to each operating list in accordance with the College of Anaesthetist standards, ensuring all equipment is in a clean and safe condition for use.
- Ensure all monitoring equipment is fully calibrated prior to use.
- Troubleshoot equipment problems, clearly complete appropriate documentation, and raise any equipment faults with the Anaesthetist and General Manager.
- Provide professional empathetic care to patients, explain procedures to them and provide support and reassurance.
- Check if patients have any medical conditions/allergies that may alter delivery of anaesthesia and perioperative monitoring.
- Prepare and assist with spinal and regional anaesthetic procedures.
- Assist the Anaesthetist(s) as required with IV cannulation, ECG's, invasive monitoring, setup and administration of IV fluids & medications, and airway management.
- Observe patients and monitor their vital signs before, during and after the procedure.
- Recognise recurring patterns relating to patient monitoring and report significant alterations in patient condition.
- Assist the Anaesthetist with extubation procedures.
- Accurately record information in a timely manner.
- Make sure all used equipment is disposed of, decontaminated or sterilized as appropriate, and all areas are cleaned.
- Recognise and respond appropriately to emergency situations.
- Perform and assist with emergency life support including bag/mask resuscitation and endotracheal intubation under the direct supervision of an Anaesthetist.
- Provide assistance outside the operating theatre when required.

Teamwork & Patient Care

- Work positively, sensitively, constructively and in culturally appropriate ways with all patients, colleagues and specialists to secure positive outcomes and maintain collaborative relationships.
- Be open, approachable, and responsive to others needs.
- Exchange information with appropriate personnel to ensure the highest standard of patient care.
- Work within professional and ethical guidelines for practice including Code of Health and Disability Service Consumers' Rights, clinical protocols, policies and procedures.
- Demonstrate understanding of the principles of the Treaty of Waitangi and apply the principles of partnership, protection and participation in everyday practice.

Accountability & Personal Responsibility

- Identify and escalate clinical systems and processes that require improvement.
- Maintain knowledge of current best practice guidelines within area of practice.
- Proactively support the team by sharing knowledge and skills.
- Demonstrate individual responsibility for professional development and for meeting all the mandatory requirements of the professional body and theatre protocols.
- Identify own level of competence and seeks assistance, knowledge, and direction as necessary.
- Model our values and adhere to our policies and procedures.

Health & Safety

- Promote a safe and healthy work environment by taking personal responsibility for your own health, safety and well-being and supporting others to do likewise.
- Contribute to a safe environment for everyone; adhere to the Health & Safety at Work Act 2015 and our Health and Safety policies and procedures.
- Report and document any incident, near miss and hazard in a timely way and assist in the management of these.
- Take responsibility and action when activities or situations compromise safety and/or wellbeing.
- Understand and comply with emergency procedures and plans and lines of communication to maximise effectiveness in a crisis situation.

Quality Improvement & Risk Management

- Actively participate in and contribute to continuous quality improvement and risk management activities.
- Comply with quality focused anaesthetic protocols to ensure care standards are articulated, supported, achieved, documented, and audited.
- Recognise and manage risks to provide care that best meets the needs and interests of our patients.
- Maintain awareness of emerging patient needs, new procedures and technologies and promote solutions to safely care for patients.

Privacy

- Adhere to the Privacy Act 2020 and Health Information Privacy Code 2020, and subsequent amendments in regard to the non-disclosure of information
- Maintain strict confidentiality in respect to our business, operations, employees, and patients.

Key Skills / Requirements

Clinical Skills

- Demonstrated anaesthetic technical experience in a surgical facility.
- Excellent knowledge and understanding of operating theatre procedures and protocols, anaesthetic machines, life support machines, drugs and equipment.
- Current expertise in the knowledge and practice of peri-operative anaesthetic technology.
- Sound knowledge and application of safe anaesthetic practices in operating suites as recommended by the College of Anaesthetists / Medical Sciences Council of New Zealand.
- Demonstrated understanding of the Health & Disability Code of Consumer Rights.
- A sound knowledge of emergency procedures with the ability to administer cardiopulmonary resuscitation (CPR).

Personal Attributes

- A positive, enthusiastic and friendly team player with the ability to work autonomously.
- A flexible and adaptable manner with a can-do attitude.
- A strong customer service focus with a patient centric approach.
- Takes initiative and embraces change.
- A high standard of personal and professional integrity.
- Calm and responsive, with the ability to empathise with and treat patients, whānau and colleagues with dignity and respect.
- Ability to work under pressure.
- Excellent planning, organisational, and time management skills.
- Excellent communication skills, with professional presentation and manner.
- Good general computer skills.
- A demonstrated commitment to quality and continuous improvement.
- Ability and willingness to learn new skills and work effectively in a multi-disciplinary team environment.
- An understanding and commitment to the principles of cultural sensitivity and safety.
- Responsible and accountable for actions; actively seeks feedback and is open and receptive to it.
- Good general level of fitness; ability to meet the physical demands of working in a theatre environment.

Qualifications

- New Zealand Registered Anaesthetic Technician with a current Annual Practicing Certificate or Registered Nurse with a New Zealand Medical Sciences Council recognised Anaesthetic qualification.
- Current Advanced Cardiac Life Support (ACLS).
- A full New Zealand driving licence.

Vaccination Requirements

Tasman Day Surgery is a fully vaccinated place of employment; the job holder would also be expected to be vaccinated.

Key Relationships

Internal

Manager
Nursing and ancillary staff
Support staff

External

Patients, their whānau and support person
Surgeons, Anaesthetists, Consultants
Allied Health Professionals

Agreement

Employee Name & Signature

Date

General Manager Name & Signature

Date

Note, from time to time this job description may be reviewed and updated with the employee in response to the changing nature of the work environment.