



JOB DESCRIPTION

1. JOB IDENTIFICATION

Job Title: Theatre Nurse Practitioner/Operating Department Practitioner (Band 5)

Responsible to: Theatre Senior Charge Nurse

Department(s): Theatre and Recovery Suite

Directorate: Nursing

Last Update: 29/08/2017

2. JOB PURPOSE

The Post holder will participate in all aspects of patient care in the Theatre Suite. They will ensure that the Theatre environment is safe and effective for the delivery of care to adults and children. The Post holder will participate in Routine, Emergency and Specialist Theatre Lists assisting senior staff in the ordering of sterile supplies, equipment and consumables to meet demands. They will participate within the multidisciplinary team and assist in Theatre & Recovery on a daily basis.

3. DIMENSIONS (Job Facts and Figures)

The post holder will be required to carry out scrub, circulating and recovery duties and work as an effective member of the multi-disciplinary team.

Whilst this appointment is attached to this particular department it does not exclude the post holder being required to work in another ward or department as the service demands. On-call commitment required.

4. ORGANISATIONAL POSITION

CHIEF NURSE ACUTE AND SPECIALIST SERVICES

THEATRE SENIOR CHARGE NURSE

THEATRE DEPUTY CHARGE NURSE

SENIOR THEATRE NURSE PRACTITIONER + SENIOR ANAESTHETIC NURSE
PRACTITIONER/ODP

THEATRE NURSE PRACTITIONER/ODP+ANAESTHETIC NURSE PRACTITIONER

ASSISTANT THEATRE PRACTITIONER (ATP)

THEATRE HEALTH CARE ASSISTANT

5. ROLE OF DEPARTMENT

The Theatre suite was completed in 1996 and is spacious, modern and well equipped. It includes two large operating Theatres with adjoining Anaesthetic rooms, a four bay Recovery unit and Endoscopy Decontamination facility. There are communal rest-room facilities for nursing and medical staff and an office that is used by the anaesthetic department. Anaesthetic and monitoring equipment is of a high standard and wherever possible is standardised throughout the suite, HDU, and the A&E Department.

The in-house surgeons undertake most elective and emergency procedures and obstetric emergencies while visiting Consultants undertake Orthopaedic, Dental, Maxillofacial, ENT, Ophthalmology and Paediatric surgery. Endoscopy procedures account for approximately 60% of all cases performed

6. KEY RESULT AREAS

- Participate in all aspects of patient care within the Theatre environment, delivering individualised patient care. In Theatre this means, positioning patients correctly using mechanical and pressure relieving devices, recording Peri-operative information and specimen management. Informing senior staff of any concerns to minimize risks.
- Interpret appropriate information available from the Pre and Peri-operative assessment and implement appropriate nursing care to the individual as required.
- Ensure accurate and timely documentation of care is recorded and collated with Theatre team.
- Monitor patients for adverse reactions and decide suitability for transfer or discharge from Recovery Suite. Assess most suitable means of patient transportation e.g. trolley, wheelchair or ambulatory.
- Occasionally, on an infrequent basis, the service may demand the post holder to undertake the running of a theatre list with access to Senior Theatre Nursing cover for advice and assistance.
- Support patients throughout Theatre attendance, encouraging participation in their care plan where applicable.
- Undertake interventions in a manner that is consistent with evidence- based practice, own scope of practice and legislation.
- Identify the most appropriate action to manage the potential risk to ensure the maintenance of health, safety and security of self and others. On a daily basis there is a requirement to move and handle patients using appliances and mechanical aids in difficult and space limited environment.
- Ensures the safe and secure holding of Controlled and other Drugs Storage. Ensuring all drugs are given according to Local and National Procedures. Maintain accurate records of all transactions & prescriptions.
- Recognise the importance of people's rights and interpret them in a way that is consistent with Board's policies and procedures and the Law e.g. Dignity at Work, Fair for All, Diversity & Equality.
- Act in ways that are consistent with people's expressed beliefs and preferences, acknowledge the benefits of diversity and value people as individuals.
- Challenge behaviour which infringes the rights of others seeking help from senior staff if required.
- Identify and seek help to address discrimination and oppression at all times. Report incidents in a timely manner to senior staff.
- Maintain awareness of local means to address issues through Staff side Representatives, Human Resources, Confidential Contacts, Health & Safety Committee, Intranet.

7a. EQUIPMENT AND MACHINERY

The post holder will be required to handle and operate many different types of machines and pieces of equipment in order to perform day to day tasks. For example, endoscopes/videoscopes and stack system, endoscope diathermy, endoscope washer disinfectant, endoscope storage cabinet, phaco machine, microscopes, orthopaedic drills and equipment, diathermy machine, dental drill, laparoscopic equipment, operating table and use of attachments, syringe drivers and pumps, X-ray equipment, patient trolleys, resuscitator, defibrillator.

7b. SYSTEMS

Good IT skills essential.

The post holder will be required to operate Theatre patient data system (OPERA), use PECOS ordering system to ensure adequate stock supplies.

8. ASSIGNMENT AND REVIEW OF WORK

Work will be assigned by the Theatre Senior Charge Nurse or in their absence by the Theatre Deputy Charge Nurse or the Theatre co-ordinator. An individual mentor will be assigned on commencement of post and a reviewer is also assigned for PDP/EKSF.

9. DECISIONS AND JUDGEMENTS

- Participate in all aspects of patient care within the Theatre environment, delivering individualised patient care. Report any deterioration in patient status to senior member of staff as appropriate.
- Operate under supervision of Senior Theatre Practitioners as part of the multi-disciplinary team within Theatres.

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

- Liaising with a varied range of professions within the theatre environment.
- Adapting to varying workloads
- Flexibility to cope with changing working patterns
- High levels of stress
- Coping with severely unwell patients
- Moving and handling of equipment on a frequent basis
- On-call requirements, especially when the department is short staffed

11. COMMUNICATIONS AND RELATIONSHIPS

- Liaise with the multidisciplinary team: A&E, Medical Staff, Wards, Radiography, Medical records, Reception, Medical physics, Physiological measurements, Nursing administration as required on a daily basis.
- Communicate with people in an appropriate manner consistent with their needs and culture. This requires the understanding of the use of empathy and reassurance when delivering care, either face to face, by telephone, fax, e-mail and teleconferencing.
- Post holder identifies and constructively manages potentially difficult and complex communication matters in Theatre such as Professional Issues and Legal matters.
- Ensures that all patient information is communicated to the appropriate personnel to ensure optimum standards of patient care are delivered.
- Recognises the need to feedback information to senior staff and colleagues is appropriately managed. This might include issues such as Practice Development, Health and Safety, Child Protection, Adults with Incapacity, Mental Health Act, and equipment status.
- Maintains confidentiality during communication consistent with legislation and employer's policies e.g. Dignity at work, Diversity and Equality. This is particularly important in a small close-knit community where patients are often known to the perioperative team.
- Provide feedback to junior staff on their communication at an appropriate time and address any issues that may have arisen such as when mentoring junior staff, orientating members of the multidisciplinary team.

12. PHYSICAL, MENTAL, EMOTIONAL AND ENVIRONMENTAL DEMANDS OF THE JOB

- Undertake activities that require frequent and prolonged concentration and can involve long periods of standing whilst undertaking scrub duties.
- On a daily basis, identify the potential risks involved in work activities within the changing Theatre department. Immediate response to emergency situations will be required. Recognition and management of patients who are Children, Elderly, Vulnerable Adults, Substance Abusers, Violent and Aggressive, Critically ill, Mental Health Problems, High risk of spreading infection e.g. Hepatitis C.
- Ensure proper disposal of clinical waste and linen. Adhere to 'standard precautions' when body fluids are encountered. Use protective measures and clothing at all times on a daily basis to avoid
 - contact with hazardous and noxious substances and during procedures,
 - cleaning processes e.g. tissue fragments, contaminated blood, body parts

and fluids, biological hazards and cleaning and preserving solutions e.g.

Sodium Hypochlorite and Formalin.

- Coping with extremely ill patients and the subsequent management which may involve retrieval/transfer to a tertiary centre.
- Frequent interruptions so must be able to multi-task and have exemplary time management skills.
- People management skills are essential to ensure efficient team working within the theatre environment.

13. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

- Band 5 Registered Nurse/ODP
- Previous Theatre experience advantageous and experience of on-call
- Role development as appropriate within the department, the post holder will be required to expand their knowledge and skills as appropriate.
 - The post holder will attend mandatory in-house training e.g. Fire lectures, Moving and Handling, Child Protection, CPR and complete on-line training courses as required.
- Mentor Practice Supervisor course - Assists and supports others e.g. students, new staff to identify and apply their current knowledge and skills. Highlights good practice and areas for development, mentoring and coaching staff as required on a daily basis.
- Previous participation in audit.
- Good documentation skills and accurate record keeping skills required.
- Good IT skills essential.
- Good communication skills required for multi-disciplinary team working.
- Ability to undertake on-call commitment

14. JOB DESCRIPTION AGREEMENT

A separate job description will need to be signed off by each jobholder to whom the job description applies.

Job Holder's Signature:

Date:

Head of Department Signature:

Date:

