

POSITION DESCRIPTION

Role Title:	Registered Anaesthetic Technician
Reports To:	Charge Anaesthetic Technician (Operational) Professional Leader Anaesthetic Technicians (Professional)
Directorate:	Surgical Directorate
Location:	Dunedin Hospital, Invercargill Hospital

ROLE OF THE DISTRICT HEALTH BOARD

Our Vision:

- Better Health, Better Lives, Whanau Ora

Our Mission:

- We work in partnership with people and communities to achieve their optimum health and wellbeing
- We seek excellence through a culture of learning, enquiry, service and caring

Our Values:

Kind Manaakitanga	Looking after our people: we respect and support each other. Our hospitality and kindness foster better care.
Open Pono	Being sincere: we listen, hear and communicate openly and honestly. Treat people how they would like to be treated.
Positive Whaiwhakaaro	Best action: we are thoughtful, bring a positive attitude and are always looking to do things better.
Community Whanaungatanga	As family: we are genuine, nurture and maintain relationships to promote and build on all the strengths in our community.

Our Statutory Purpose:

- To improve, promote and protect the health of our population
- Promote the integration of health services across primary and secondary care services
- Seek the optimum arrangement for the most effective and efficient delivery of health services
- Promote effective care or support for those in need of personal health or disability support services
- Promote the inclusion and participation in society and the independence of people with disabilities
- Reduce health disparities by improving health outcomes for Maori and other population groups
- Foster community participation in health improvement, and in planning for the provision of, and changes to the provision of services
- Uphold the ethical and quality standards expected of us and to exhibit a sense of social and environmental responsibility

PURPOSE OF THE ROLE	
<p>Allied Health, Scientific and Technical professionals work in health care teams providing a range of diagnostic, technical, therapeutic and direct patient care and support services that are critical to the other health professionals they work with and the communities they serve.</p> <p>This role will work collaboratively with all health professionals as well as the wider multi-disciplinary team throughout the SDHB in a way that is consistent with the Organisation’s vision and values. This way of working will ultimately benefit all our patients and communities.</p>	
ORGANISATIONAL COMPETENCIES	
Customer Focus	Is dedicated to meeting the expectations and requirements of internal and external customers; gets first hand customer information and uses it for improvements in services; acts with customers in mind; establishes and maintains effective relationships with customers and gains their trust and respect
Integrity and Trust	Is widely trusted; is seen as a direct, truthful individual; can present the truth in an appropriate and helpful manner; keeps confidences; admits mistakes
Drive For Results	Can be counted on to exceed goals successfully; is constantly and consistently one of the top performers; pushes self and others to achieve results
Managing Diversity	Manages all kinds and classes of people equitably; deals effectively with all races, nationalities, cultures, disabilities, ages and both sexes; hires variety and diversity without regard to class; supports equal and fair treatment and opportunity for all.
ROLE SPECIFIC COMPETENCIES	
Decision Quality	Makes good decisions (without considering how much time it takes) based upon a mixture of analysis, wisdom, experience, and judgement; most if his/her solutions and suggestions turn out to be correct and accurate when judged over time; sought out by others for advice and solutions
Dealing with Ambiguity	Can effectively cope with change; can shift gears comfortably; can decide and act without having the total picture; isn’t upset when things are up in the air; doesn’t have to finish things before moving on; can comfortably handle risk and uncertainty.
Priority Setting	Spends own time and the time of others on what is important; can quickly sense what will help or hinder when seeking to accomplish goals; eliminates roadblocks; creates focus
Problem Solving	Uses logic and established processes to solve difficult problems and achieve effective solutions; can see hidden problems; Is excellent at honest analysis; looks beyond the obvious ; doesn’t stop at the first

KEY RELATIONSHIPS		
Internal Operational Manager AT Professional Leader (PL) Multi-disciplinary colleagues AHS&T Professional Development Facilitator Administration staff	External Clients, patients, families, whanau and caregivers Medical Sciences Council (MSC) New Zealand Anaesthetic Technicians Society (NZATS)	
KNOWLEDGE, EXPERIENCE AND SKILLS REQUIRED		
Essential criteria <ul style="list-style-type: none"> • Must be an AHS&T professional - see role descriptor above for full details • A high level of interpersonal and communication skills Experience/knowledge <ul style="list-style-type: none"> • Ability to work in a supportive and honest manner • Ability to motivate • Able to gain peer credibility and respect • Accept responsibility for own actions • Possess the ability to problem solve and demonstrate initiative 		
KEY ACCOUNTABILITIES	DELIVERABLES	EXAMPLE MEASURES
Professional Responsibilities and Clinical Practice		
Legislative requirements	<ul style="list-style-type: none"> • Practise in accordance with relevant legislation, codes, policies etc and upholds consumer rights • Uphold professional code of ethics 	<ul style="list-style-type: none"> • Adheres to professional and legislative standards of practice • Works according to the scope of Annual Practising Certificate
Documentation	<ul style="list-style-type: none"> • Maintain confidentiality of patient information and documentation • Adhere to SDHB's documentation standards 	<ul style="list-style-type: none"> • Documentation is timely, clear, concise and accurate
Culturally sensitive practice	<ul style="list-style-type: none"> • Practise in a culturally safe manner 	<ul style="list-style-type: none"> • Assists patients to gain appropriate support and representation which reflects their cultural needs and preferences
Working in a collegial manner	<ul style="list-style-type: none"> • Contribute to the support and education of colleagues and students to enhance development of the profession • Participate in and contribute to the 	<ul style="list-style-type: none"> • Formal and informal systems in place for supporting colleagues • Supervision records for students

	<p>functioning of the team</p> <ul style="list-style-type: none"> Establish and maintain an effective working relationship with other staff 	<ul style="list-style-type: none"> Participate as a team member to ensure the best outcomes for patients/ people
Evidence-based practice and research	<ul style="list-style-type: none"> Consistently refer to and relate practice to literature and research Critique, discuss and disseminate evidence based best practice Reflect on and evaluate the effectiveness of own practice 	<ul style="list-style-type: none"> Implementation of evidence-based best practice procedures and guidelines Updates knowledge related to best practice guidelines and area of practice Professional portfolio or participation in an approved CPD programme (as per professional requirements)
Time management	<ul style="list-style-type: none"> Manage own time adopting a disciplined approach to establishing and following identified role-related priorities 	<ul style="list-style-type: none"> Tasks are scheduled and completed in a timely manner
Maintaining professional competencies		
Professional development	<ul style="list-style-type: none"> Develop and maintain professional competency Appraisal, peer review, observed practice or other professional audits as applicable Develop both personally and professionally to meet the changing needs of your career and profession 	<ul style="list-style-type: none"> Holds current registration where applicable or as required Maintains an up-to-date professional development plan
Organisational competencies		
Occupational Health and Safety	<ul style="list-style-type: none"> Support and foster commitment to achieving the highest level of Health and Safety practice 	<ul style="list-style-type: none"> Identifies and reports hazards Assists with resolving issues that may cause harm to patients or staff Works safely at all times
Quality and Performance	<ul style="list-style-type: none"> Maintain professional and Organisational quality standards Continually seek to identify quality improvement opportunities in order to perform role in an effective and efficient manner 	<ul style="list-style-type: none"> Performance aligns with appropriate quality audit standards, Organisational requirements and professional standards

Treaty of Waitangi Te Tiriti o Waitangi	<ul style="list-style-type: none"> • The Southern District Health Board is committed to its obligations under the Treaty of Waitangi. Employees are required to adhere to the principles of the Treaty of Waitangi - Partnership, Participation and Protection 	<ul style="list-style-type: none"> • Participate in appropriate training • Maintain cultural competence
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Note: The above example measures are provided as a guide only. The precise performance measures for this position will require further discussion and development as required to meet the needs of the Service

ROLE DESCRIPTOR: (Registered Anaesthetic Technician)

PROFESSIONAL REQUIREMENTS AND ROLE SPECIFIC REQUIREMENTS

Professional requirements

- The appointee must be registered with the Medical Sciences Council of New Zealand and hold a current annual practising certificate.
- (Desirable) Membership of New Zealand Anaesthetic Technician's Society

Role specific requirements

To provide direct clinical and technical assistance to the Anaesthetist.

Registered Anaesthetic Technicians form part of the wider multi-disciplinary theatre team. Their fundamental aim is to provide a holistic care approach in the management of the patient.

- An expert specialist knowledge base which is applied in situations of complexity.
- The ability to work independently as well as being a fully integrated member of the theatre team. Knowledge of medico-legal and ethical responsibilities.
- Ability to anticipate the clinical needs of other members of the theatre team.
- Ability to self-evaluate and reflect on practice.
- Highly motivated and able to work in a stressful environment, maintaining high standards at all times.
- A commitment to cultural awareness and its application to Anaesthetic Technician practice.
- A strong commitment and genuine interest in quality and service.
- A commitment to the development of the Anaesthetic Technician profession within SDHB.
- The ability to communicate and work effectively with all staff levels and disciplines.
- Computer literacy. Managing specific portfolio/s as required by Charge Anaesthetic technician.
- Ability to provide clinical advice, support and education within other service areas as appropriate.
- A commitment to participate in trainee anaesthetic technicians training program as required.
- Ability to perform other duties relevant to the position as required.
- Have an appropriate level of fitness and ability to perform the physical requirements of the job. Must have a full NZ current driver's licence

This position description will be reviewed annually

I have read and understand the above position description and role descriptor:

Name: _____ (Please Print)

Signed: _____

Date: _____