

Position Description | Anaesthetic Technician

REPORTING

Reports To	Department Manager
Direct Reports	None

PURPOSE

To assist Anaesthetists and prepare operating theatres for anaesthetic procedures.
To contribute as a team member assisting in other roles as required within the theatre environment.

SKILLS

Essential Skills

- Anaesthetic Technician with current practicing certificate
- Able to communicate effectively with all staff, patients and patient families or caregivers
- Strong written/oral communication skills
- Dedicated team player with a willingness to learn new skills
- Good time management skills and ability to prioritise
- Ability to maintain confidentiality at all times.
- Excellent customer service skills
- Flexibility to work extra hours as required

KEY RELATIONSHIPS

Internal	<ul style="list-style-type: none"> • General Manager • Clinical Services Manager • Theatre Coordinator • Charge Nurse - IPS • Recovery Team Leader • Admissions Unit Team Leader • Infection Prevention Coordinator • Quality Manager • CSSD Team Leader • Support Services Team Leader • Clinical Staff
External	<ul style="list-style-type: none"> • Surgeons • Anaesthetists • Contractors • Equipment & Medical Supply Representatives • Patients and their family/whanau

KEY ACCOUNTABILITIES

<p>Delivers a high standard of Anaesthetic care</p>	<ul style="list-style-type: none"> • Maintain Anaesthetic equipment • Provides support and assistance to the Anaesthetist during all aspects of the administration of Anaesthesia • Participates in patient checking, transfer and handover processes • To assist with patient turn around and other day-to-day activities as directed by the registered Nurse in Theatre • Assist in educating nursing staff in anaesthetics as required • Ensures efficient and effective use of all consumables and ensures cost sheets are completed accurately • Works alongside other health professionals during peri-operative interventions • Provides support for safe transportation of patients within the hospital environment • Ensures all documentation is completed accurately during intra-op period.
<p>Health and Safety</p>	<ul style="list-style-type: none"> • Maintain a safe and appropriate work environment, engage in safe workplace practices, and manage health and safety for reporting staff and others. Report accidents, risks and incidents as they arise.
<p>General</p>	<ul style="list-style-type: none"> • Upholds and promotes the Company Values, House rules, policies and procedures. • Recognises and respects cultural differences and the application of Treaty of Waitangi principles. • Ensure compliance with the Privacy Act and Privacy policy. • Be proactive in recommending quality improvement initiatives.
<p>Personal Development</p>	<ul style="list-style-type: none"> • Participates in the hospitals performance development process. • Keep up to date with developments in the field

DELEGATED AUTHORITIES

- None