

## JOB DESCRIPTION

<b>Job Title</b>	Operating Department Practitioner - Anaesthetics
<b>Department</b>	Theatres
<b>Line Manager</b>	Anaesthetics Team Leader
<b>Location</b>	Fortius Surgical Centre (FSC), 18 Bentinck Street, London, W1U 2EU
<b>Contract type</b>	Permanent full-time, covering a flexible shift pattern
<b>Salary</b>	Competitive salary range

### Job Overview

Our dedicated orthopaedic hospital surgical centre opened in November 2016. You will be part of a dedicated theatre team, working from a state-of-the-art facility in London's West End, and providing comprehensive care to perioperative patients who have undergone day surgery.

Along with the rest of the theatre team, you will share responsibility for the management and organisation of the operating department, helping to ensure smooth, timely and efficient processes and procedures within a safe environment. You will promote safeguarding and risk management in respect of patients, employees and visitors.

### Dimensions

Reporting to the Anaesthetics Team Leader, you will be part of an anaesthesia team working closely with scrub and recovery colleagues. The FSC is a hospital surgical centre with three operating theatres dedicated to orthopaedic surgery.

### Key Performance Indicators

- Patient satisfaction.
- Clinical quality indicators (such as infection rates).
- Tight maintenance of par stock levels to minimise stock wastage.
- Ensure the achievement of 100% revenue capture.

### Core Responsibilities

- Deliver first class, patient care.
- Contribute to continuous quality improvement.
- Develop and enhance the skills and knowledge of yourself and others.
- Promote evidence based on best practice.
- Ensure strict adhesion to legislation, policies and procedures.
- Respect the patient's dignity, privacy, wishes and beliefs.

### **Principal Accountabilities**

1. Ensure the safe care of the patient during the perioperative phase of their care. This will include:
  - Prepare patients for clinical/ operative procedures
  - Provide assistance in clinical/ operative procedures
  - Providing initial emergency care as required.
2. Assemble, check and prepare the appropriate equipment, drugs and consumables for a wide range of operative procedures incorporating various types of anaesthesia.
3. Ensuring that the patient's comfort, dignity and privacy are maintained at all times.
4. Assemble, check and prepare the appropriate surgical instruments and consumables for a wide range of operative procedures incorporating various types of surgery prior to use and any faults reported to the Theatre Manager immediately.
5. Coordinate the use of supplies and equipment during the operating list, ensuring the equipment is used in an appropriate and safe manner. Monitor, order, receive and check stock items including consumables, equipment and drugs.
6. Promote and ensure an environment conducive to the continuing prevention and control of infection for all staff, patients and visitors.
7. Ensure any accidents or complaints are fully documented and that the appropriate manager is informed.
8. Maintain the safe custody, handling of drugs in accordance with Fortius policy
9. Participate in education, training and development of other staff.
10. Actively contribute to changes in practice and policies when changes have arisen which may follow an audit, complaint or newly issued guidance.
11. Adhere to all Fortius policies and procedures as well as NMC and/or HPC Codes of Practice.
12. Participate in new and ongoing audits as part of FSC quality.
13. Undertaking any other duties as required by the line manager.

### **Values**

All Fortius staff are expected to display and aspire to the Fortius Values.

### **Making it Happen**

Adapts to change, suggests improvements, challenges status quo.

### **Stronger Together**

Willingly helps others out when workload requires, coaches others, seeks feedback from others

### **Personalised Service**

Puts customer first (internal or external), keeps up professional development, uses initiative, and solves problems.

*This job description is intended as a guide to the general scope of duties and is not intended to be definitive or restrictive. It is expected that some of the duties will change over time and this description will be subject to review.*

### **Person Specification**

<b>Qualifications/ Knowledge / Skills/ Experience</b>	<b>Essential</b>	<b>Desirable</b>
Registered Nurse/ Registered ODP	X	
Current registration with NMC or HCPC	X	
Approved/recognised anaesthetic course	X	
ENB 998 and/or mentorship course and/or D32/D33/A1		X
ILS/ALS Qualification		X
Minimum of 2 years post qualification experience in surgical practice	X	
Knowledge and experience of a range of Anaesthetic techniques	X	
Evidence of clinical reasoning skills across a varied patient case mix.	X	
Highly organised with outstanding attention to detail and the ability to prioritise information and workload appropriately	X	
Ability to concentrate for long periods of time, reacting quickly in an emergency when required	X	
Able to work as part of a team within set boundaries	X	
Aware of developments within profession	X	
Evidence of continuous professional development	X	
Flexible and adaptive to changing situations	X	