



# POSITION DESCRIPTION

<b>Date</b>	July 2021
<b>Position Title</b>	Clinical Nurse Theatre
<b>Division</b>	Clinical and Support Services
<b>Reports to</b>	Manager, Perioperative Services

## SECTION 1

### Mission, Vision and Values

**Mission:** - To deliver the highest quality healthcare experience for patients  
**Vision:** - To be the preferred choice of Doctor's, Staff and Patients, recognised for the provision of high-quality medium acuity surgical services and palliative care.  
**Values:** Bethesda Health Care is committed to the following values:

- Teamwork – we create an environment of unity and togetherness
- Respect – we recognise and acknowledge the uniqueness and value of every individual
- Integrity – we demonstrate honesty and trust
- Compassion – we work to express God's love through a caring expression of kindness, tolerance and tenderness
- Excellence – we excel in all that we do so that we can promote the mission of our hospital
- Professionalism – we have pride in the high level of care and service we offer

Staff are expected to demonstrate these values in the way they work and to live the positive behaviours as described in the Bethesda Health Care Code of Conduct.

## SECTION 2

### Position Summary and Role Purpose

Reporting to the Perioperative Services Manager (POSM) the Clinical Nurse (CN) provides leadership, evidence based perioperative and post operative nursing care to patients as well as mentoring staff and students, incorporating the values of Bethesda Healthcare.

## SECTION 3

### Key Working Relationships

INTERNAL	EXTERNAL
Executive	Visiting Medical Officers (VMOs)
Perioperative Services Manager	Medical Companies
Area Manager, Perioperative	Nursing Agencies
Clinical Nurse Managers	Patients
Staff Development Nurse	Industry Peak Bodies
All Staff	Nursing Agencies
Stores and Supply	

Engineering	

## SECTION 4

### Key tasks, Responsibilities, Outcomes and Activities

#### Preventing and Controlling Health Care associated Infection

- Providing guidance and mentoring to Perioperative staff as to best practice
- Complete mandatory education and competencies to maintain knowledge and skills of best practice
- Demonstrate knowledge of Hospital, ACORN,ANZCA and NQSHS policies and standards

#### Medication Safety

- Providing guidance and mentoring to Perioperative staff as to best practice
- Complete mandatory education and competencies to maintain knowledge and skills of best practice
- Demonstrate knowledge of Hospital, ACORN,ANZCA and NQSHS policies and standards

#### Comprehensive Care

- Providing guidance and mentoring to Perioperative staff as to best practice
- Complete mandatory education and competencies to maintain knowledge and skills of best practice
- Demonstrate knowledge of Hospital, ACORN,ANZCA and NQSHS policies and standards

#### Communicating for safety

- Providing guidance and mentoring to Perioperative staff as to best practice
- Complete mandatory education and competencies to maintain knowledge and skills of best practice
- Demonstrate knowledge of Hospital, ACORN,ANZCA and NQSHS policies and standards

#### Blood Management

- Providing guidance and mentoring to Perioperative staff as to best practice
- Complete mandatory education and competencies to maintain knowledge and skills of best practice
- Demonstrate knowledge of Hospital, ACORN,ANZCA and NQSHS policies and standards

#### Recognising & Responding to deteriorating patient

- Providing guidance and mentoring to Perioperative staff as to best practice
- Complete mandatory education and competencies to maintain knowledge and skills of best practice
- Demonstrate knowledge of Hospital, ACORN,ANZCA and NQSHS policies and standards

#### Key Tasks

- Team Leader for operating list or shift ensuring set-ups/equipment/skill mix and safety checks all correct
- Check theatre lists to ensure relevant equipment/prosthesis ordered and/or available
- Liaise with VMO's and medical companies regarding specialty requests and equipment required
- Attend in service education and educate team in correct use of specialty equipment e.g. Laser, Centrifuge, Vaser
- Take leadership co-ordinating theatre floor when required by the department delegating, supervising and guiding Registered Nurses, Enrolled Nurses and Patient Care Assistants,

troubleshooting issues as they arise and communicate with other departments

- Assist Perioperative Services Manager as a resource to manage speciality equipment
- On a yearly basis undertake clinical presentations relevant to area of specialty
- Adhere to Bethesda values, policies and procedures, working within scope of practice
- Contribute to the efficient, effective and economic running of the Perioperative Service Department
- Participate in working parties or committees as required
- Demonstrate a commitment to Continuous Quality Improvement through National Quality and Safety Healthcare Standards (NQSHS), Occupational Health and Safety, achievement of hospital accreditation and deliver a high standard of customer service at all times
- Assist with preparing yearly capex's and budgeting for own speciality
- Demonstrate knowledge and adherence to standards and guidelines for specialty e.g. ACORN. ANZCA
- Review and update VMO preferences
- Maintain a professional development portfolio with a commitment to ongoing learning and development, providing coaching and mentoring for staff and students.
- Responsible for completing RN and EN Annual Development Reviews
- Complete annual mandatory training by due date
- Complete annual development review with POSM
- Assist in conflict resolution and/or performance management where applicable

**Post Anaesthetic Care Unit and Anaesthetic Clinical Nurse additional responsibilities**

- Daily allocations in consultation with POSM
- Co-ordinating whenever on duty
- Update rosters as necessary
- Monitoring and ordering non imprest supplies and equipment

**SECTION 5**

**Health, Safety and the Environment**

- Adhere to policies, procedures and standard operating procedures
- Report incidents, hazards and injuries
- Use personal protective equipment as required and directed
- Raise OSH issues with OSH representative/s
- Promote a safe work environment by assessing the work environment and not misusing or bypassing systems of equipment

**SECTION 6**

**Quality and Risk**

- Record initiatives and issues in Riskman
- Abide by Bethesda Health Care's Code of Conduct, Occupational Health and Safety legislation, Equal Opportunity Act
- Complete mandatory training and participate in development reviews

**SECTION 7**

**Partnering with the Consumer**

- Acknowledging and involving patients with their care, responding to both clinical and non-clinical queries, providing assistance as appropriate, encouraging the use of formal feedback systems

**SECTION 8**  
**Selection Criteria**

<b>Qualifications</b>
<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>▪ Registered Nurse qualification and current State registration</li> <li>▪ Current Police Check (no more than 6 months old)</li> <li>▪ Current Working with Children</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>▪ Qualifications in specialist areas such as Infection Control, Perioperative Nursing Certificate</li> <li>▪ Tertiary qualifications</li> </ul>
<b>Knowledge</b>
<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>▪ Current Best Practice in Nursing</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>▪ Clinical specialisation</li> <li>▪ Quality improvement and risk management frameworks</li> </ul>
<b>Skills</b>
<ul style="list-style-type: none"> <li>▪ Well developed written and verbal communication skills</li> <li>▪ Well developed organisation and time management skills</li> <li>▪ Computer and keyboard skills</li> </ul>
<b>Experience</b>
<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>▪ Commitment to improving own knowledge base and performance</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>▪ Precepting staff and students</li> </ul>

**SECTION 9**  
**Acceptance of Position Description**

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Employee

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Date

\_\_\_\_\_

Manager

\_\_\_\_\_

Date