

FAIRFIELD INDEPENDENT HOSPITAL

JOB DESCRIPTION

JOB TITLE:	Theatre Practitioner
DEPARTMENT:	Theatre
BAND:	E
HOURS:	37.5 per week to include Saturday on rota To participate in On Call rota
CONTRACT:	Permanent
RESPONSIBLE TO:	Theatre Manager
ACCOUNTABLE TO:	Theatre Manager

Job Summary

You will participate as a member of the Theatre Team under the direction and supervision of the Theatre manager. You will be responsible for delivering high level, professional care across a broad spectrum of specialties to patients whilst under Fairfield Hospitals care. You will at all times adhere to your professional code of conduct.

Role & Responsibilities

Clinical Practice

1. To provide skilled assistance as part of the anaesthetic and recovery team to ensure the effective and safe delivery of patient care in the peri-operative environment.
2. To plan in advance to ensure you have all equipment available to carry out the intended procedure in good time, safely, and without delay.
3. To ensure your work area is sufficiently stocked prior to commencement of lists.
4. To ensure that all equipment put into use is clean, safe and fit for the purpose for which it is intended.

5. To report as per policy any equipment that is faulty or damaged. The equipment must be removed from use and the actions you have taken must be communicated across the team.
6. To act within the scope of HCPC professional Code of Practice at all times.
7. To perform assessment of patient care needs.
8. To plan, implement and evaluate care according to changing health care needs.
9. To provide support to other team members.
10. To maintain accurate patient records, to enable effective care delivery.
11. To establish and maintain effective communication with patients and the multidisciplinary care team.
12. To recognise and respond appropriately to urgent and emergency situations within the hospital.
13. To seek/act on advice from a senior team member or relevant others, as appropriate.
14. To contribute ideas for improving the service.
15. To maintain health, safety and security of self and others, including the theatre environment.
16. To demonstrate effective time management.
17. To report incidents/occurrences using established methods and procedures.
18. To participate in the implementation of change within theatre.
19. To ensure a professional, calm attitude is maintained at all times when communicating to all disciplines of staff throughout the hospital.
20. To participate in clinical trials.
21. To participate in clinical audit.
22. To participate in the theatre on call rota.
23. To act as a member of the cardiac arrest team.
24. To maintain high standards of cleanliness in your working environment at all times in accordance with guidelines for infection prevention and control.
25. To ensure Patients privacy and dignity are maintained and religious and cultural beliefs are respected.
26. To be punctual for duty and report to your line manager at the earliest opportunity any reasons for late arrival.

Education

1. To ensure all relevant mandatory training provided by the hospital is undertaken on a yearly basis.
2. To undertake training deemed appropriate by management to develop and maintain service provision within the hospital.
3. To promote evidence based practices and to participate in any research projects undertaken within the department.

Personal Professional Development

1. Ensuring professional registration is maintained at all times.
2. To work within and accept responsibility for maintaining agreed levels of clinical competence and ensure clinical soundness as new technologies are introduced.
3. To keep up to date with HCPC, hospital policies and guidelines and to adhere to these at all times.
4. To demonstrate an insight into own professional development, contributing to the process of identifying own educational and clinical training needs in conjunction with the Theatre Manager and Assistant Theatre Co-ordinator.
5. To undertake an individual performance review on an annual basis.
6. To provide and maintain a portfolio as provenance of CPD.

The above list is not exhaustive but reflects main duties of the post. It will be reviewed annually to respond to the changing needs of the service, in consultation with the post holder.

Additional responsibilities

It is each individual staff member's responsibility to treat all team members, staff, consultants and visitors to the hospital in a professional and courteous manner at all times. Willful neglect of this responsibility may result in disciplinary action.

Health & Safety

It is the responsibility of all employees to work with managers to achieve a healthy and safe environment, and to take reasonable care of themselves and others. Specific individual responsibilities for Health & Safety will be outlined under key responsibilities for the post.

Infection Control

All staff will adhere to infection control policies and procedures at all times.

Information Governance

As an employee you will have access to information that is sensitive to either an individual or to the organisation and you are reminded that in accordance with the requirements of Information Governance, NHS Code of Confidentiality, Data Protection Act 1998 and also the terms and conditions in your contract of employment, you have a duty to process this information judiciously and lawfully; failure to do so may result in disciplinary action.

Rehabilitation of Offenders Act 1974

This post is subject to an exception order under the provisions of the Rehabilitation of Offenders Act 1974. This stipulates that all previous convictions, including those that are 'spent' must be declared. Previous convictions will not necessarily preclude an individual from employment within the Hospital but must be declared in writing at the appropriate stage during the recruitment process.

Equality & Diversity

It is the responsibility of every member of staff to understand our equality and diversity commitments and statutory obligations under current equality legislation including the Disability Discrimination Act 2005, the Equality Act 2006 and the Race Relations (Amendment) Act 2000 and to:

All employees must act in ways that support equality and diversity and recognizes the importance of people's rights in accordance with legislation, policies, procedures and good practice.

Smoke-free Policy

This Hospital operates a Smoke-free policy. This means that smoking is not permitted anywhere within owned or leased premises, including within their grounds and within owned or leased vehicles.

The job description does not form part of the Contract of Employment.

Name of Postholder:
Signature of Postholder:
Date: