

Role Description

Position: Anaesthetic Technician / Kairahurahu Rongoā Whakamoe

Service / Directorate: Surgery, Women's and Children's

Responsible to: Team Leader: Anaesthetic Technicians

Our Mission:

Together, Improve the Health and Independence of the People of the District

Our Vision

Keeping our community healthy and well.

Our Values:

- Innovation
- Action
- A focus on People and Patients
- Living the Treaty
- Professionalism through Leadership, Honesty, Integrity and Collaboration
- Excellence through Effectiveness and Efficiency

Context

Organisational perspective

Capital & Coast District Health Board receives funding to improve, promote and protect the health of the people within Wellington, Porirua and Kapiti region.

We're a tertiary facility operating Wellington Regional Hospital, Kenepuru Community Hospital, Kapiti Health Centre and Ratonga Rua-o- Porirua, a Forensic, Rehabilitation and Intellectual Disability Hospital. MHAIDS is the mental health, addictions and intellectual disability service for the Wairarapa, Hutt Valley and Capital & Coast District Health Boards. We have an annual budget of more than \$1 billion which we use to deliver health services directly as well as contracting external providers.

We provide local, sub-regional, regional and national health services as well as community-based health, rehabilitation and support services. Approximately 6,000 staff work at Capital & Coast District Health Board.

Position Purpose and Unit Perspective

Service Perspective:

Anaesthesia is delivered by staff of Anaesthesia and Pain Management Services in the Wellington Hospital and Kenepuru Hospital operating theatres and in the Wellington Hospital delivery suite, Angiography, CT and MRI suites,

Radiotherapy facilities, Gastroenterology suite, and the Cardiac Catheter Laboratory. Occasional services are also provided in the Emergency Department and the Intensive Care Unit.

Anaesthetic technicians undertake the role of assistant to the anaesthetist, and as such constitute an essential component of the anaesthesia care team at all anaesthetising locations.

Approximately 19,000 anaesthesia procedures are undertaken annually.

Anaesthetic technicians also participate in some of the training courses delivered in the National Patient Simulation Training Centre.

Role perspective:

Within this service, this position is a rostered and rotating one which requires tact and diplomacy and a great deal of personal composure in what can be a stressful and fast paced changing environment.

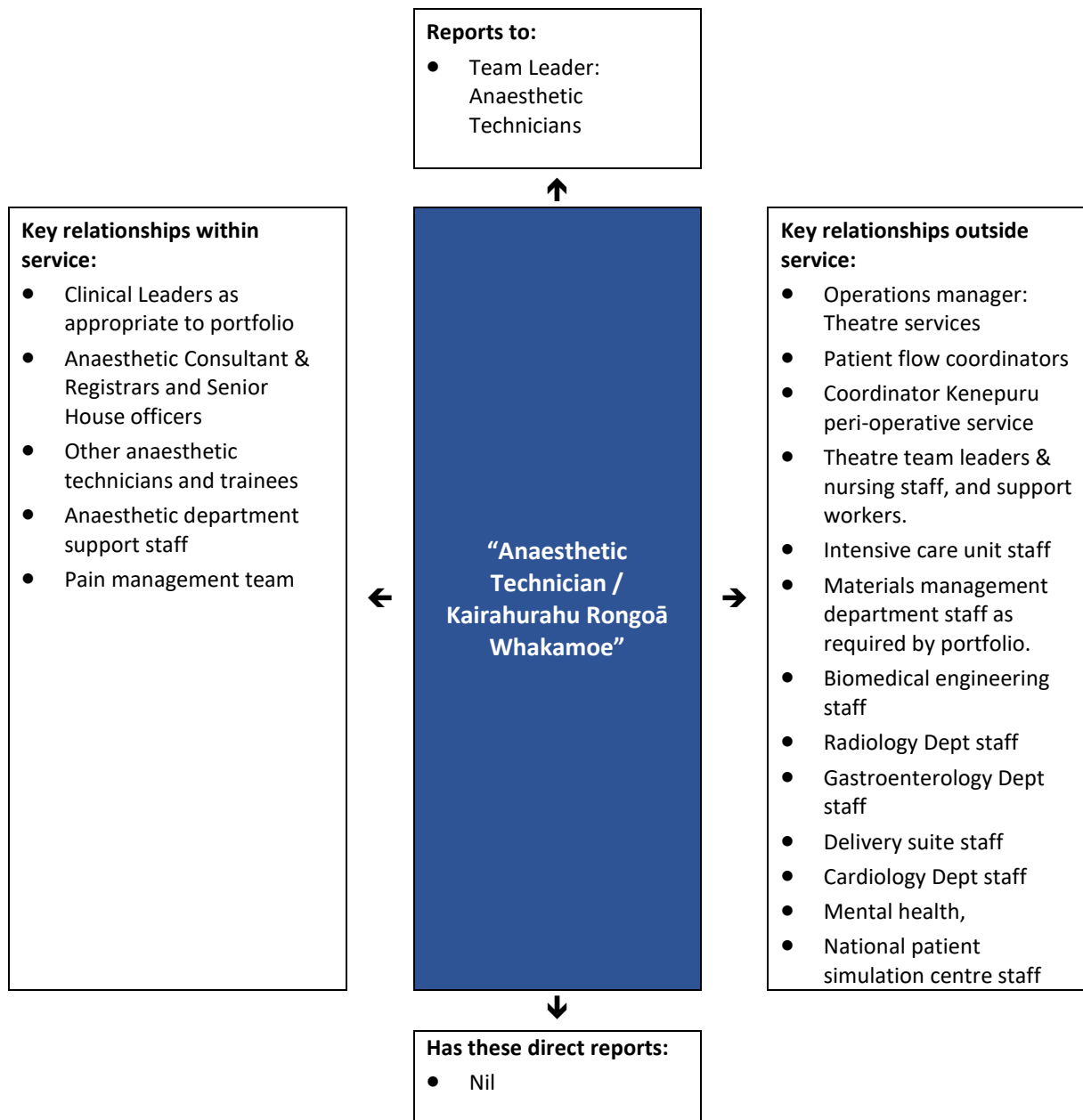
Purpose of the role:

Provide professional, technical and clinical assistance to the anaesthetists, contributing to the maintenance of a high quality and safe administration of anaesthesia to patients.

Key Accountabilities

Key Accountability	Deliverables / Outcomes
1. Technical and Clinical Assistance	<ul style="list-style-type: none">Ensures technical and clinical assistances provided meet quality regulatory standards and Departmental guidelines.
2. Resource Management	<ul style="list-style-type: none">Ensures a high level of care and maintenance of equipment and anaesthetic and anaesthetic facilities
3. Professional Development / Training	<ul style="list-style-type: none">Maintains own clinical competence through provision of clinical assistance and maintaining currency of knowledge of new equipment and clinical trends.
4. Continuous Quality Improvement	<ul style="list-style-type: none">To actively contribute to Continuous Quality Improvement activities within the service.
5. Risk Minimisation	<ul style="list-style-type: none">Participates in the recording of reportable events.Identify and undertake audit activities and other practise evaluation activities.
6. Communication	<ul style="list-style-type: none">Communicates effectively and appropriately with internal and external customersListens with a preparedness to understandIs confident and appropriately assertive in dealing with othersDeals effectively conflictIs aware of methods used to communicate with childrenIs sensitive to the needs of parents and caregivers.Complies with code of conduct and treats all others with appropriate levels of respect.Appropriate channels of communication are used.
7. Occupational Health & Safety	<ul style="list-style-type: none">Complies with responsibilities under the Health & Safety in Employment Act 1992

Key Relationships & Authorities



Capability Profile

Competencies

Solid performance in the role requires demonstration of the following competencies. These competencies provide a framework for selection and development.

Competency	Behaviours
Problem Solving	<ul style="list-style-type: none">• Uses rigorous logic and methods to solve difficult problems with effective solutions• Probes all fruitful sources for answers• Can see hidden problems• Is excellent at honest analysis• Looks beyond the obvious and doesn't stop at first answers
Learning on the Fly	<ul style="list-style-type: none">• Learns quickly when facing new problems• A relentless and versatile learner• Open to change• Analyses both successes and failure for clues to improvement• Experiments and will try anything to find solutions• Enjoys the challenge of unfamiliar tasks• Quickly grasps the essence and the underlying structure of anything
Organising	<ul style="list-style-type: none">• Can marshal resources (people, funding, material, support) to get things done• Can orchestrate multiple activities at once to accomplish a goal• Uses resources effectively and efficiently• Arranges information and files in a useful manner
Motivating Others	<ul style="list-style-type: none">• Creates a climate in which people want to do their best• Can motivate many kinds of direct reports and team or project members• Can assess each person's key drivers/values and use these to get the best out of him/her• Pushes tasks and decisions down• Empowers others• Invites input from each person and shares ownership and visibility• Makes each individual feel his/her work is important• Is someone people like working for
Interpersonal Savvy	<ul style="list-style-type: none">• Relates well to all kinds of people – up, down, and sideways, inside and outside the organisation• Builds appropriate rapport• Builds constructive and effective relationships• Uses diplomacy and tact• Can diffuse even high-tension situations comfortably
Integrity and Trust	<ul style="list-style-type: none">• Is widely trusted• Is seen as a direct, truthful individual• Can present the unvarnished truth in an appropriate and helpful manner• Keeps confidences• Admits mistakes• Doesn't misrepresent her/himself for personal gain
Building Effective Teams	<ul style="list-style-type: none">• Blends people into teams when needed• Creates strong morale and spirit in her/his team• Shares wins and successes• Fosters open dialogue• Lets people finish and be responsible for their work• Defines success in terms of the whole team• Creates a feeling of belonging in the team
Cultural Skills	<ul style="list-style-type: none">• Words and actions show an understanding of the implications for one's work of Te Tiriti o Waitangi principles and Maori perspective as tangata whenua.• Values and celebrates diversity - showing respect for other cultures and people's different needs and ways of living.• Shows an awareness of gaps in, and a desire to increase, cultural knowledge and inter-cultural practice relevant to one's work.• Accesses resources to make sure culturally appropriate and language appropriate services are provided.• Draws on a client's own cultural resources and support frameworks.

Essential Experience and Capability

a. Essential Professional Qualifications / Accreditations / Registrations:

- Diploma in Applied Science for Anaesthetic Technicians
- Graduate Certificate in Applied Science for Anaesthetic Technicians
- Or equivalent qualifications recognised by the Medical Science Council of New Zealand (MSC NZ)
- Current Registration with the MSC NZ and an Annual Practising Certificate
- Member of NZATS

b. Someone well-suited to the role will place a high value on the following:

- Working as part of a multi-disciplinary team
- Ability to work autonomously as well as an effective team member
- Possess the vision and the ability to accommodate change
- Ability to work SMART by being innovative and proactive

Capital and Coast District Health Board (CCDHB) is committed to supporting the principles of Equal Employment Opportunities (EEO) through the provision and practice of equal access, consideration, and encouragement in the areas of employment, training, career development and promotion for all its employees.

CCDHB is committed to Te Tiriti o Waitangi principles of partnership, participation, equity and protection by ensuring that guidelines for employment policies and procedures are implemented in a way that recognises Maori cultural practices.