



Job Title:	Senior Theatre Practitioner
Qualification:	ODP/RGN
Responsible to:	Theatre Manager
Accountable to:	Clinical Services Manager

ABOUT THE HEALTHCARE MANAGEMENT TRUST

At the Healthcare Management Trust we are committed to delivering the highest quality healthcare and understand that our well-trained, passionate team of employees lie at the heart of delivering the service our patients and residents expect.

Our team of employees share our vision to provide world class healthcare, and we continuously improve the skills within our workforce to ensure we maintain our position within the healthcare sector. We know our team have a wealth of knowledge and experience, and by working together we develop an exciting and innovative workplace.

JOB PURPOSE

The Senior Theatre Practitioner will manage the day-to-day running of the theatre or Endoscopy Suite by being accountable for their own professional practice and leading a team to ensure that service user experience a very high standard of care.

As part of the theatre senior team, they will work to meet departmental objectives by contributing, developing and supporting the work of the theatre service. This will include staff training and development, process improvement and project management.

They will be competent to either practice within a variety of specialties and complexity of cases carried out at Sancta Maria Hospital and will hold qualifications that allow them to act in the role of Surgical First Assistant or be able to act as Endoscopy Lead

To support the Theatre Manager in the delivery of patient care within the Theatre and Endoscopy Department.

Provide visible and strong clinical leadership, developing staff and critiquing and updating processes in theatre.

Act as role model and supervise practice within the theatre department.

PRINCIPLE DUTIES

Communication

- Contribute to development and maintenance of a supportive working environment, which is conducive to uphold morale, well-being and efficiency of all staff.
- Develop effective communication skills and strategies within the department.
- Liaise with Theatre Management regarding issues that affect staffing and the provision of high-quality care to service users.
- Effective interpersonal and listening skills enabling optimum communication with patients, their carers and the multi-disciplinary team.

Planning and Organising

- Contribute to planning and allocation of staff, skill mix matrixes and management for sickness as necessary.
- Working within budgetary restraints, co-ordinate stock/equipment. Including leading on trials in line with hospital policy, reviewing and updating stock and equipment requirements within the department.
- Initiate the procurement and/or maintenance of assets
- Keep up to date and disseminate as appropriate, local and national peri-operative initiatives.
- Contribute to the development and update of Policy and Procedures
- Implementation of guidelines (e.g. NICE, AfPP) where appropriate, in line with Quality Governance.

Analytical

- Exhibit advocacy and decision-making skills autonomously in relation to patient care.
- Contribute to, and maintain, an integrative theatre service offering flexibility where appropriate to patients, their carers and the multidisciplinary team.
- Can identify and react appropriately to changing demands, situations and pressures in the department and prioritise accordingly, leading the team to be flexible and accommodating as appropriate.

Task Specific Skills

- Act as a scrubbed member of the nursing team, carrying out safety checks of swabs, instruments and needles in conjunction with a second person and immediately acting on any discrepancies.
- Scrub for a variety of specialities and complexity of cases.
- To act as Surgical First Assistant and/or Endoscopy Lead demonstrating assessed skills and competencies, with underpinning knowledge. Performing a dual role as per hospital policy following risk assessment of each situation in order to ensure patient safety.
- Act as a circulating member of the Theatre team.
- Assisting with other members of the team in the preparation and clearing of Theatres.
- Assisting with the labelling and dispatch of the theatre specimens.
- Assisting in the compiling of the operations register. Maintain accurate patient documentation.
- To use the correct procedure when handing a patient into the care of another nurse, giving

the correct information and instruction.

- To undertake 'on call' sessions as required.
- Work within the remit of HMT and local Policy and Procedures.

Training and Professional Development

- Strive to stay up to date with evidence-based practice and peri-operative initiatives.
- Continue to develop own practice
- Facilitate and participate in clinical supervision
- Supervise the practice of other members of the team, identify gaps in knowledge and skills, facilitate professional development and identify learning opportunities.
- Lead developments of programs of care, change initiatives and new ways of working
- Participate, contribute and develop plans of action based on quality improvement activities (audit, feedback, inspection findings etc.)
- Ensure safe use of equipment within the department, undertaking, organising and delivering training where necessary.
- Contribute to performance review, performance management and appraisal programs within the hospital.
- Participate in recruitment and retention activities.
- Be responsible for induction and mentorship of staff new to the department.
- Be responsible for induction and mentorship of students in the department
- Contribute to the disciplinary process when necessary.
- Attend and disseminate information gathered at study days, course, conferences and meetings as appropriate.

Health and Safety

- To provide a safe environment for the safety and welfare of patients and staff by complying with:-
 - Health & Safety At Work Act
 - Fire Prevention and Management
 - COSHH
- Ensure that staff within the department work to provide a safe environment by complying with Governmental, HMT and Local policy and recognised guidelines.
- Use risk assessment processes to ensure safety is maintained to staff, patients and visitors in the department.
- Using reporting systems effectively to highlight any untoward incidents
- Investigate using Root Cause Analysis methods untoward incident as delegated.
- Comply with and supervise compliance with manual handling principles, techniques, policy and guidelines
- Comply with and supervise compliance with Infection Prevention and Control principles, techniques, policy and guidelines.

GENERAL

Equality & Diversity

Be aware of need for own personal development and be prepared to attend and undertake any necessary training, being aware of the need to develop oneself and to strive to increase personal knowledge.

Contribute to making the clinical environment conducive to learning and development where individuals feel able to discuss ideas and action as well as showing initiative.

Information Governance

All staff have an individual responsibility for creating accurate records of their work and for making entries into and managing all patient records effectively in line with all the Health Record Keeping Policies and Procedures in order to meet the Hospital's legal, regulatory and accountability requirements.

Health & Safety

To take reasonable care to prevent injury to themselves or others who may be affected by their acts or omissions.

To co-operate fully in discharging HMT policies and procedures with regard to health and safety matters.

To immediately, report to their manager any shortcomings in health and safety procedures and practice.

To report any accidents or dangerous incidents to their immediate manager and safety representative as early as possible and submit a completed accident / incident form.

To use protective clothing and equipment where provided.

Whilst the aim of the hospital is to promote a co-operative and constructive view of health and safety concerns in the organisation, all staff must be aware that a willful or irresponsible disregard for safety matters may give rise to disciplinary proceedings.

Governance

To actively participate in governance activities to ensure that the highest standards of care and business conduct are achieved.

Safeguarding

Sancta Maria Hospital is committed to safeguarding and promoting the welfare of young people and vulnerable adults and expects all staff and volunteers to share this commitment.

EMPLOYEE BENEFITS

BENEFITS: 27 Statutory days' holiday plus bank holidays, contributory pension, private medical insurance.

We regularly review our employee benefits package, which includes our group personal pension plan and private medical cover.

NOTES

This is an outline job description setting out general responsibilities and tasks the post-holder may be required to undertake. It is not comprehensive and the post-holder may be required to carry out other duties and responsibilities from time to time as determined by HMT. The job description will also be subject to change in-line with the needs of the Hospital and the Organisation.

Staff will be expected to carry out their duties in line with their terms and conditions and contract of employment, the standards stated in the staff handbook and will be required to follow HMT policies and procedures and as stated in the NMC / HPC

Staff have a contractual duty to ensure that mandatory training is current and will be expected to participate and undertaken further developmental training specific to their role.



Person Specification: Senior Theatre Practitioner

Skills/Competencies/Qualifications

- A Registered Healthcare Qualification and a relevant post-registration qualification.
- Excellent clinical skills relevant to the role; sound knowledge of current professional issues and evidence of on-going professional development.
- The ability to lead, motivate, support and develop staff.

CANDIDATE PROFILE

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications & Training	<ul style="list-style-type: none"> • Educated to Diploma/Degree level or equivalent • Registered NMC or HPC Healthcare qualification • Evidence of recent professional development 	<ul style="list-style-type: none"> • Surgical First Assistant qualification or equivalent • Leadership qualification • Completion of training/development programs (relevant to role) • Teaching / Mentoring experience and /or qualification
Experience	<ul style="list-style-type: none"> • Experience as a leadership role and Registered Nurse/Health care professional. • NHS or Independent sector experience • Experience of working closely with clinicians of varying seniority • Audit experience 	

<p>Knowledge and technical ability</p>	<p>Able to:</p> <ul style="list-style-type: none"> • Able to scrub for a variety specialities and complexities of surgery or act a lead endoscopy practitioner • Must be able to teach and assess others on technical aspects of the role • Must be able to help staff develop soft skills • Carry out audit and act on findings • Contribute to the development of programs of competency • Ability to analyze and prioritise • Ability to work under pressure to tight and competing deadlines • To act as Surgical First Assistant • Perform dual role or Lead endoscopy practitioner • Act as a circulating member of the Theatre team. • Assisting with other members of the team in the preparation and clearing of Theatres. • Assisting with the labelling and dispatch of the theatre specimens. • Assisting in the compiling of the operations register. Maintain accurate patient documentation. • To use the correct procedure when handing a patient into the care of another nurse, giving the correct information and instruction. • To undertake 'on call' sessions as required. 	<ul style="list-style-type: none"> • Evidence of completed competency in scrub for cases undertaken or evidence of specialty expertise • Evidence of completed competency to work in the circulating role in theatre • Evidence of completed competency working in variety of theatre practitioner role
--	---	--



Skills	<ul style="list-style-type: none"> • Able to prioritise and meet deadlines effectively • Time management skills • Ability to use initiative and make decisions • Analyses problems and implements effective and appropriate solutions • Effective leadership skills 	<ul style="list-style-type: none"> • Evaluation of performance, evidence of reflective practice and self-development
Communication	<ul style="list-style-type: none"> • Excellent communications skills, written and oral • Able to motivate and support others and encourage effective team working • Understands the importance of confidentiality and dealing with sensitive information 	

Job Description Agreement	
Job Title:	Senior Theatre Practitioner
Department:	Theatre Department
<p>I declare that I have read the Job Description and Person Specification and confirm that this is an accurate and fair description of the role.</p>	
Signature:	Date: