



Job Description Form

HSS Registered

Senior Anaesthetic Technician

WA Health – HSUWA – PACTS Industrial Agreement; HSO Level G5

Position Number: 00007139

Gynaecology, Imaging and Peri-operative Services

King Edward Memorial Hospital

Reporting Relationships

Consultant - Anaesthetist
 MP Year 1-9
 Position Number: 00007089



Clinical Nurse Specialist Anaesthesia/Anaesthetic
 Technicians Manager - KEMH
 RN SRN Level 2
 Position Number: 00006953



This Position



Also reporting to this supervisor:

- Anaesthetic Technicians HSO Level 3
- Trainee Technicians

Directly reporting to this position:

Title	Classification	FTE

Other positions under control

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Prime Function / Key Responsibilities

Assist in the development, research and formulation of ongoing training programs for Anaesthetic Technicians. To provide clinical and technical assistance to the Anaesthetist throughout anaesthesia. To deputise for CNS/AT Manager as required.

Senior Anaesthetic Technician | HSO Level G5 | 00007139

Brief Summary of Duties (in order of importance)

1. ADMINISTRATIVE

- 1.1 Assist with equipment evaluations
- 1.2 Assist with staff performance management and mentors staff
- 1.3 Assist with the recruitment and selection of Anaesthetic Technicians
- 1.4 Assist with anaesthetic coverage and anaesthetic equipment to other teaching hospitals
- 1.5 Assist with coordinating the provision of specialised services with involve complex procedures or equipment.
- 1.6 Assist in preparing staff rosters
- 1.7 Deputise for CNS/AT Manager as required

2. CLINICAL

- 2.1 Provide technical and clinical support to the Anaesthetist during induction, maintenance and emergence from anaesthesia
- 2.2 Assist with resuscitation of the patient in emergencies
- 2.3 Identify and provide anaesthetic and ancillary equipment for the safe administration of anaesthesia and dispose and restock equipment.
- 2.4 Ensure the provision and availability of all drugs and intravenous fluids during anaesthesia.
- 2.5 Participate in patient care with transferring and positioning the patient
- 2.6 Communicate and reassure the patient
- 2.7 Operate diagnostic equipment
- 2.8 Retrieve, identify and dispense blood products and specimens
- 2.9 Decontaminate and store equipment and ensure anaesthetic areas are clean and restocked

3. EDUCATION AND RESEARCH

- 3.1 Research, develop, design and implement training programs for trainee anaesthetic technicians, student nurses, graduate nurses and anaesthetic registrars
- 3.2 Facilitate and assist with clinical trials and development
- 3.3 Ensure own professional knowledge and development by attending training and education programs.

4. QUALITY ASSURANCE

- 4.1 Facilitate and participate in quality improvement programs in conjunction with the chief anaesthetic technician
- 4.2 Assist in preparing policies, protocols and procedures
- 4.3 Assist the chief anaesthetic technician in maintaining a quality assurance program
- 4.4 Promote and support quality principles and Australian standards in the field of Anaesthesia
- 4.5 Assist in evaluation/training new equipment and techniques

5. NMHS GOVERNANCE, SAFETY AND QUALITY REQUIREMENTS

- 5.1 Participates in the maintenance of a safe work environment.
- 5.2 Participates in an annual performance development review.
- 5.3 Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 5.4 Completes mandatory training (including safety and quality training) as relevant to role.
- 5.5 Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.
- 5.6 Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

6. Undertakes other duties as directed.

Work Related Requirements

Essential Selection Criteria

1. Completion of Associate Diploma of Health (Anaesthetic and Operating Theatre Technician) or Certificate IV Medical Technicians and Assistants – anaesthetics or recognised equivalent
2. Ability to set up and calibrate anaesthetic and monitoring equipment used in anaesthesia
3. Ability to organise and coordinate the effective utilisation of anaesthetic equipment
4. Previous experience as an Anaesthetic Technician with sound knowledge of anaesthetic equipment
5. Sound communication and interpersonal skills
6. Ability to work in a team and demonstrated capacity to supervise staff
7. Well-developed time management and organisational skills
8. Demonstrated ability to facilitate and coordinate training programs for trainee anaesthetic technicians
9. Commitment to achieve drug calculation competencies and apply for poisons permit annually
10. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health

Desirable Selection Criteria

1. Certificate in a recognised specialty
2. Eligible for membership to a professional organisation providing clinical development for Anaesthetic Technicians.
3. Management qualifications/experience
4. Demonstrated capacity for self-motivation, integrity and use of own initiative
5. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery

Appointment Prerequisites

Appointment is subject to:

- Working With Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia
- Completion of 100 Point Identification Check
- Successful Criminal Record Screening Clearance
- Successful Pre-Employment Integrity Check
- Successful Pre-Employment Health Assessment

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Manager/Supervisor

Name: Linda Long
Signature/HE: 13113
Date: 9th March 2017

Dept./Division Head

Name: Jamie Salter
Signature/HE: 13862
Date: 9th March 2017

Position Occupant

Name:
Signature/HE:
Date: