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|  | Position DescriptionAll Calvary ServicesVersion: [SYSTEM UPDATE] – CCID: UPDATE |

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| **Position Title:** | Registered Nurse- Operating Theatre  |
| **Position Number:** |  | **Cost Centre:** | C1450 |
| **Site/Facility:** | Calvary North Adelaide Hospital |
| **Department:** | Operating Theatre Suite |
| **Enterprise Agreement** | Calvary Health Care Adelaide Nursing Employees & ANMF (South Australian Branch) Enterprise Agreement |
| **Classification:** | As per Letter of Offer |
| **Reports To:** | Clinical Theatre Manager  |
| **Date of Preparation:** | 9 June 2015 | **Date Updated:** | 28 October 2020 |
| **Primary Purpose** |
| The Registered Nurse is responsible for the provision of comprehensive care of patients within the Peri-operative Suite and provide support & direction to less senior registered colleagues, enrolled & student nurses, Operating Department Practitioners, Theatre Technicians, Orderlies, AIN’S and HSA’s. |
| Organisational Environment |
| At Calvary our vision as a Catholic Health, Community and Aged Care provider, to excel, and be recognised, as a continuing source of healing, hope and nurturing to the people and communities we serve. We put the person at the centre of care in all that we do. Calvary continues our mission focus in providing high quality care to the sick and vulnerable and in particular to those people approaching and reaching the end of life, their families and carers in all our services.Calvary’s Services include public and private hospital care, acute and sub-acute care, community care and retirement and aged care services, in both rural and metropolitan areas. |
| Accountabilities and Key Result Areas |
| ***Professional:**** Practice in accordance with Calvary and relevant Government Health policies and procedures, the position description, Code of Conduct and industrial agreements.
* Giving direct care to a specific patient population within peri-operative suite
* Using a patient centred approach to patient assessment
* Maintaining continuity of care for each patient
* Accepting responsibility on behalf of the Enrolled Nurse, AIN’s and HSA’s for those duties which they are unable to undertake due to Regulations of the Nurses Board of South Australia, the position description and hospital policies.
* Evaluating outcomes of care and initiating appropriate follow-up
* To participate in the team leader role
* Upholding the principles and practices of infection control by observing Infection Control Guidelines and Standard Precautions as outlined in the Infection Control Manual
* Ensuring familiarity in Emergency Procedures through annual updates
* Maintenance of annual competencies and those competencies required to fulfil the needs of the specific area of expertise

***Documentation:**** Ensure that all documentation is accurate and completed in a professional and timely manner.
* Develop patient care pathways which consider priorities, timeframes actions and outcomes.
* Evaluating and altering the patient care pathways in relation to changing patient needs in consultation with the Clinical Manager/Clinical Nurse
* Ensuring accurate documentation with clinical pathways and variance analysis
* Providing comprehensive handover to staff on other shifts

***Communication:**** Be aware of, and practice according to, the organisation’s Aims, Objectives & Core Values.
* Demonstrate the ability to work positively within a team to achieve team goals.
* Work harmoniously with other team members to achieve service delivery excellence.
* Resolve any workplace conflict in a professional manner and through the correct processes.
* Be required to relieve on other wards when inpatient numbers fall or when expertise is required in other areas.

***People and Culture:**** Practice in accordance with Calvary and relevant Government Health policies and procedures, the position description, Code of Conduct and industrial agreements
* Work in accordance with the mission and vision of Calvary and actively participate in developing a culture that promotes Calvary’s values of healing, hospitality, stewardship and respect.
* Act in a professional manner at all times when dealing with internal & external clients.
* Positively promote the organisation both internally & externally.
* Be prompt and provide courteous service to clients, colleagues and the broader community.
* Maintain confidentiality on all issues relating to the Organisation, the clients & fellow colleagues.
* Treat all clients with respect & equality, whilst being responsive to their needs.
* Maintain a professional and pleasing telephone manner and be responsive to telephone enquiries
* Discuss with patients and their significant others the planned approach to care and acting as patient advocate to assist them to make informed decisions.

***Service Development & Performance:**** Participate in and contribute to quality improvement programs and other facility activities to meet Service/Accreditation Standards.
* Participate and contribute in occupational health and safety activities to ensure a safe work environment for clients, community, staff and visitors.
* Continually develop both personally & professionally to meet the changing needs of your career & industry.
* Attend and evidence all mandatory training sessions provided by the organisation and be actively involved in other training & development as required.
* Achieve and evidence annual education points as specified by ANCI standards
* Actively participate in the Performance Management process as required.
* Actively participate in discharge planning and primary case management of the patient.
* Being involved in teaching/preceptor programs at Unit level

 Demonstrating a sound knowledge of the legal implications of the role of the Registered Nurse and functioning in accordance with legislation affecting nursing practice. * Acting to rectify unprofessional conduct.

***WH&S Responsibilities:**** Take reasonable care of your own health and safety and the health and safety of others in the workplace;
* Comply with relevant Calvary WHS policies, procedures, work instructions and requests;
* Report to your supervisor any incident or unsafe conditions which come to your attention;
* Observe any additional requirements as outline in Calvary’s WHS Responsibilities, Authority and Accountability Table (published on Calvary intranet)

**\*\*A Duty Task List should be referred to for all site or departmental specific requirements of this position.** |
| **Key Relationships** |
| Internal: | * Patients
* Clinical staff
* VMO
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| External: | * Significant others of patients
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| **Position Impact** |
| Direct Reports: | Clinical Manager Operating Theatre Suite  |
| Budget: |  |
| Selection Criteria |
| **Essential*** Registered with the Nurses Board of South Australia
* Bachelor of Nursing Degree or equivalent Criteria 2
* 2 years’ experience in operating theatre as scrub/scout or anaesthetic nurse

**Desirable*** Effective communication & interpersonal skills
* Demonstrated competence as nurse clinician
* Expertise and/or qualifications in specific speciality as required
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| Approvals  |
| Job Holder’s signature: | Date: |
| Manager’s signature: | Date: |