



## **JOB DESCRIPTION** **Band 6 Theatre Practitioner**

**Job Title:** Children's Operating Theatre Practitioner

**Reports to:** Senior Team Leaders

**Band:** 6

**Location/Base:** Theatre / Royal Manchester Children's Hospital

### **Organisational Relationships:**

Managerially and professionally accountable to the Theatre Matron

### **Key Links:**

Anaesthetics and Theatre CSU Clinical Lead  
Anaesthetics and Theatre CSU General Manager  
Head of Nursing  
Ward staff  
Operational managers  
Scheduling team  
Specialised nursing teams  
Surgeons  
Anaesthetists  
Procurement team  
Radiology Team  
ICU/HDU Team

### **Job Purpose**

The post holder will work primarily within Royal Manchester Children's Hospital, part of Central Manchester Foundation Trust (CMFT)

The primary focus of the post is to ensure that all patients and families receive high quality patient centred care, reflecting the Trust objectives, values and vision. The post holder will assess, plan implement and evaluate the care for these patients supporting and guiding junior staff in the process. S/he will provide direct patient care and have detailed clinical knowledge of the specialist area. The post holder will assist the Theatre Matron, Team Leaders in ensuring that high standards of quality of care are delivered & maintained, deputising for Theatre Matron, Team Leaders as required.

The post holder will act as a positive role model within the department for staff patients and carers. The practitioner will provide effective clinical leadership for their designated area of responsibility, ensuring that high standards of clinical practice are adhered to at all times. The practitioner will have extensive

knowledge of theatre practice and be actively involved in the teaching and assessing of junior staff in line with current National and local standards and best practice.

This role will require strong leadership skills, considerable performance management skills, a structured and analytical approach, a strong focus on delivery and an ability to convey a range of complex information simply.

### **Key Responsibilities**

- Be responsible for the delivery of clinical expertise, acting as a positive, professional, visible role model at all times.
- Working in partnership with the Team Leaders you will collaborate with other health care professionals in the delivery of high standards of effective health care within best practice guidelines.
- Act as a resource of specialised knowledge and clinical expertise to ensure care delivered to the client group is appropriate and optimum enabling early recognition of condition changes and ensuring appropriate corrective action is instituted.
- Demonstrate awareness of legislation regarding client group e.g. child protection, vulnerable adults, mental health issues and act appropriately when required.
- Practice in accordance with the Nursing and Midwifery Council (NMC) and Health Care Profession Council (HCPC) Code of Professional Conduct in order that a safe and quality service is provided.
- Ensure there is daily representation from theatre at the 08:15 bed meeting and that any outcomes from the meeting are clearly communicated to the band 7 in charge.
- Undertake Quality Care rounds as directed to do so by the senior team leaders and ensure Input of data from quality care rounds is submitted in a timely manner.
- Trouble shoot and anticipate any potential risks that may prevent patients being sent for and support the team to find a solution that will prevent any delays.
- Work creatively using problem solving skills to find a solution that will prevent any patient being cancelled or delayed, ensuring no patient is cancelled as a result of a preventable cause.
- Make sure that if a patient is at risk of being cancelled this is escalated firstly with the Theatre coordinator
- Liaise with teams in theatre where the potential to run over will impact on the next list.
- Ensure there is clear communication between the teams and that the wards are kept informed of any issues that may delay patients being sent for
- Show Zero Tolerance to any person in the department who behaves inappropriately; deal calmly and professionally with any conflict that may arise in the course of the day.
- Supervise any visitors in the department and ensure you are aware at all times who is in the department and what they are doing.
- Participate in the development of Trust and local policies and be responsible for making sure these are adhered to by all staff and visitor in the department.

### **Service Improvement**

- Work alongside Theatre Matron to ensure that effective systems and processes are continually improved within the unit to ensure delivery of high quality services.
- Work across the hospital with colleagues to maximise service improvement opportunities
- Actively contribute towards the continued development of the unit, coordinating key areas and leading on audits or projects as directed by and agreed with the Theatre Matron.
- Act as an agent of change for operational services, focusing in particular on service productivity, efficiency and quality.

- Liaise with colleagues internally and externally to promote a collaborative approach to patient care and service improvement.

### **Leadership**

- Promote a culture of leadership by being a role model and set examples of high standards in practice to all staff, challenging inappropriate behaviour when required to do so.
- Support the Theatre matron and team leaders in delivering the core values and beliefs of the ward/department.
- Support the Theatre matron and team leaders in their role, ensuring the 'Improving Quality Programme' is embedded into theatre practice and take appropriate action when standards of patient safety is not met.
- Provide clinical leadership and line management of staff ensuring delivery of the highest professional standards through staff development and performance review.
- Actively contribute to the Clinical Governance processes.
- Become a champion for best practice demonstrating an overall awareness of quality issues and a commitment to continuous quality improvement.
- Act as a support to the Theatre matron and team leaders and deputise when necessary.

### **Communication**

- Work with the service unit's management team to develop a shared vision of the service and to promote a culture whereby all staff is working together towards the achievement of Hospital and Trust objectives.
- To develop and maintain relationships using effective and pro-active communication mechanisms with staff maximising the opportunity for staff involvement.
- To develop excellent relationships with Clinicians and ensure any concerns raised by they are professionally and appropriately dealt with.
- Maintaining effective working relationships and open communication with other service units and hospital staff to ensure a consistent and cohesive approach to the delivery of clinical care.
- Work in partnership with the surgeons, anaesthetists, ward staff and other allied healthcare professionals.

### **Staff Management**

- To adhere to all Trust Human Resources Management policies and procedures, ensuring compliance with employment legislation and regulation at all times.
- To fully encourage and participate in organisational and management development activities designed to enhance hospital, team and individual capacity and capability.
- To generate a culture which promotes empowerment and ensures that decision-making is allocated to appropriate levels, allowing staff to feel they make a valuable contribution.
- To engender an environment where all staff are constantly seeking to make service improvements and deliver to agreed individual and group targets.
- Manage the staff selection process, supporting the theatre lead, general manager and clinical lead ensuring effective recruitment and selection processes are in place.
- Ensure competence in the correct use of all equipment used in the clinical setting in accordance with instructions and departmental procedures, reporting faults if necessary.
- Ensure staffs you are responsible for have a yearly appraisal and complete clinical and non-clinical mandatory training.
- Welcome all students in the department and be available if they need advice or support.

- Work in partnership with the education practitioner to develop and implement a theatre competency.

### **Finance**

- Maximise the use of staff resources to meet the needs of the patients; ensuring agency staffing costs are kept to a minimum.
- Be aware of cost implications associated with the service and ensure effective use of all resources including staff and medical and surgical supplies
- Ensure any company representatives entering the department have followed the correct process with the procurement team and that the general manager has given permission for them to visit.

### **Professional**

- To undertake Professional Development, seeking opportunities to enhance skills as identified via a personal development plan.
- Maintain own clinical and professional competence, expertise and credibility.
- Encourage and promote evidence based practice through the use of integrated care pathways, protocols of care with an inter-disciplinary approach that supports clinical benchmarking.
- Ensure you know your date for revalidation and that you keep your registration up to date with the NMC or HCPC.
- You should uphold the reputation of your profession and CMFT at all times.
- You must display a personal commitment to the values and standards set out in CMFT behavioural model.

### **Health & Safety**

The Trust has a statutory responsibility to provide and maintain a healthy and safe environment for its staff to work in. The post holder equally has a responsibility to ensure that they do nothing to jeopardise the health and safety of either themselves or anybody else. S/he will comply with the Trusts Health and Safety policies, which outline responsibilities regarding Health & Safety at work.

Safe working practices and safety precautions must be adhered to. Protective clothing and equipment must be used when appropriate.

All accidents must be reported to your Senior Manager and you are asked to participate in accident prevention by reporting potential hazards. The post holder has a responsibility to ensure the preservation of NHS property and resources.

### **Confidentiality**

The post holder is required to maintain confidentiality at all times in all aspects of their work in accordance with the Caldicott Report 1998.

Do not post anything on social media that may be viewed as discriminatory, does not recognise individual choice or does not preserve the dignity of those receiving care

### **Team Briefing**

The Trust operates a system of Team Briefing, which is based on the principles that people will be more committed to their work if they fully understand the reason behind what is happening in their organisation and how it is performing.

**No Smoking Policy**

The Trust had adopted a smoking control policy, which applies to all staff, patients and visitors and extends to the hospital grounds as well as internal areas. Staff appointed will agree not to smoke on hospital premises.

**Equal Opportunities**

Central Manchester University Hospitals Foundation NHS Trust encourages Equal Opportunities and operates an Equal Opportunities policy. All individuals regardless of race, ethnicity, nationality, gender or disability are encouraged to apply for all posts.

This job description indicates the main functions of the post holder and may be subject to regular review and amendment in the light of service development. Any review will be undertaken in conjunction with the post holder and in line with Trust policy.

Job holder's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Manager's signature: \_\_\_\_\_ Date: \_\_\_\_\_