

Job Description

Job Title:	Theatre Practitioner (Scrub or ODP)
Job Band:	5
Department:	Operating Theatres
Responsible to:	Speciality Manager

Why join The Dudley Group?

Here at the Dudley Group our patients and staff are at the heart of all that we do to offer a high-quality patient experience in a caring and supportive environment that aligns with our vision of providing excellent health care, improved health for all.



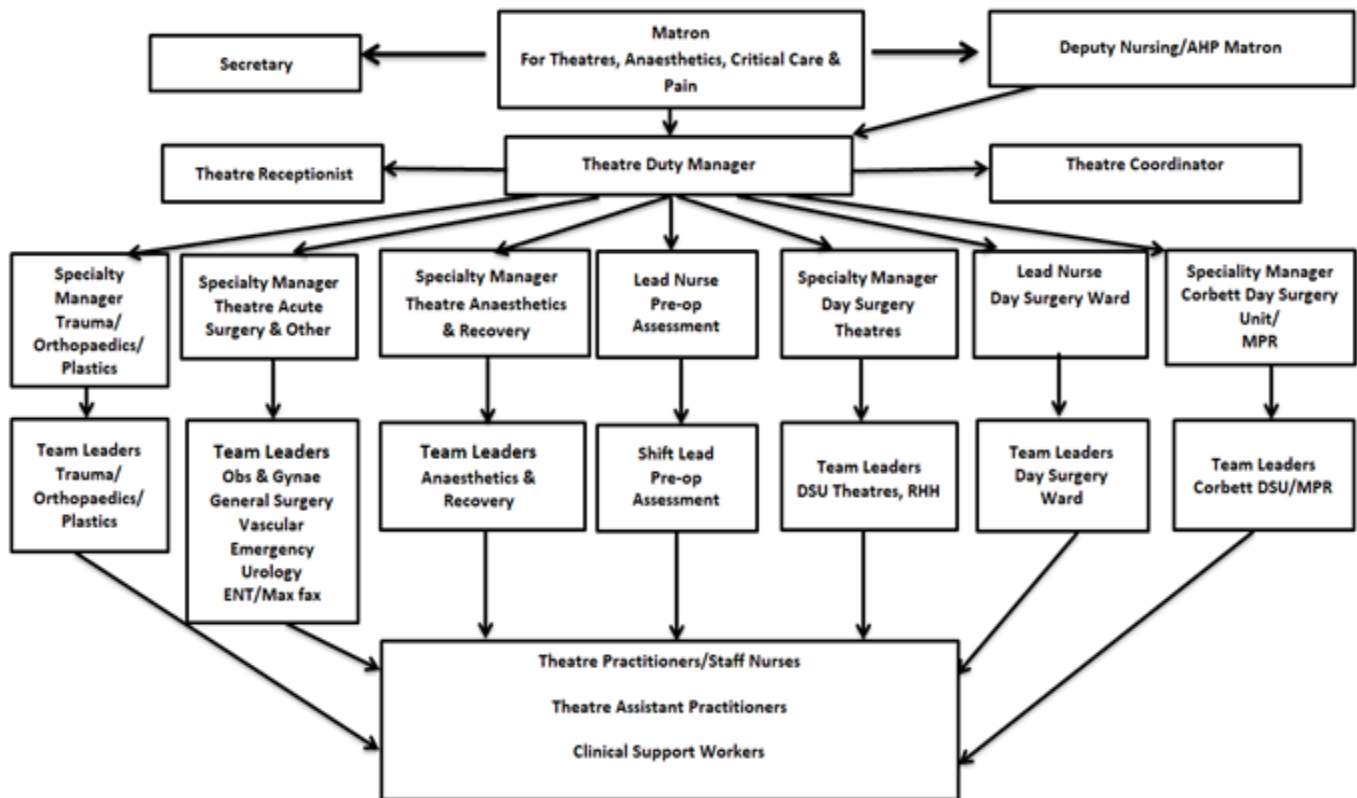
Job Summary

The post holder is responsible for the care needs of patients within Inpatient and Day Surgery Theatres. He/she will be expected to carry out all relevant forms of care and will be expected to demonstrate/ teach registered/unregistered staff and supervise junior staff as applicable to level of competence.



The post holder will participate in maintaining an environment that is conducive to the delivery and maintenance of a high standard of individualised holistic patient care, and to the establishment of good communications and relationships between staff, patients, relatives and visitors.

Structure Chart



Principal Duties & Responsibilities

1. Deliver a high standard of patient care, ensuring that procedures and treatments are carried out in accordance with Trust Policies and Procedures.
2. Organise the day-to-day work of any area given to control by the Specialty Manager/Team Leader, as applicable to level of competence and skill.
3. Take charge of sessions as required.
4. Liaise with medical staff, departments and senior nursing staff as appropriate to maintain the smooth running of services.
5. Ensure that all appropriate staff are kept informed of any changes to procedures, lists etc.
6. Supervise work of learners and junior staff allocated to area commensurate with their level of competency and skill.
7. Ensure adequate information is given to patients, relatives, ward nurses and all necessary documentation completed.
8. Ensure that drugs are checked and controlled according to the regulations governing these and hospital policy.
9. Assist with the maintenance of stock levels of medical and surgical stores within the area and maintaining supplies of linen and HSDU items.



10. Assist in maintaining the cleanliness of the department and take measures to prevent cross infection, liaising/reporting to the Specialty Manager/Team Leader or Infection Control Link Person as appropriate.
11. Responsible for following the appropriate procedure for reporting untoward incidents occurring in the department.
12. Participate as part of a multi-disciplinary team in the implementation and encouragement of Risk Management and Clinical Governance.
13. To participate in the development and evaluation of new techniques in patient care in consultation with medical and other professional staff and to co-operate with staff participating in ethical research processes.
14. Assist in the accurate collection of statistical data within the unit.
15. Responsible for working within professional boundaries and within their level of competency within the competency framework.

EDUCATION

1. Assist in creating a learning culture where all staff are encouraged, motivated to learn and actively developed within their role. Pass on knowledge and actively participate in teaching and assessment of staff, commensurate with their level of competency and skill.
2. As applicable and commensurate with level of competency, assist in the setting of learning objectives and assist learners when allocated to the unit to achieve objectives by encouraging them to take a responsible attitude towards developing their potential.
3. Participate and be involved with quality issues within the department to help promote standards and 'Quality Awareness'.

PERSONNEL

1. Assist in creating a pleasant working environment for all staff.
2. Be fully aware of Trust Policies and Procedures.
3. Attend mandatory training as required.
4. Take all measures to ensure the safety and welfare of patients, staff and visitors, having due regard to Health & Safety issues.
5. Adhere to principles of customer care at all times with staff, visitors and relatives to the department.

PROFESSIONAL DEVELOPMENT

1. Attend professional study days/meetings as appropriate and maintain updated knowledge of current professional and clinical developments.
2. Undertake research-based practice to maintain and improve knowledge and expertise in current developments and future trends in relation to care management and practice.
3. Assist in and encourage a philosophy within the unit of evidence based/reflective practice.
4. Participate in annual appraisal linked to knowledge and skills framework, identifying strengths and weaknesses and areas for professional development.



There may also be a requirement to undertake other similar duties as part of this post in order to provide a quality service. These will be consistent with the level of responsibilities outlined above.

This job description may be reviewed from time to time in light of developments and may be amended in consultation with the post holder.

Organisational Values

The post holder will:

Care: You will listen, be respectful and treat others with compassion and kindness.

Respect: You will behave with respect to everyone you meet and encourage an inclusive culture where we respect the contribution everyone makes.

Responsibility: You will take responsibility for yourself and your team.

There may also be a requirement to undertake other similar duties as part of this post to provide a quality service. These will be consistent with the level of responsibilities outlined above.

This job description may be reviewed from time to time considering developments and may be amended in consultation with the post holder.

Location

The Trust provides services from different sites. You may be expected to work at any of the Trust locations. These include Russells Hall Hospital, Dudley Guest Hospital and Corbett Hospital as well as various community-based sites across the borough.

Code of Conduct

It is expected that all staff would be able to show that they live our trust values in their work and that they will deliver the essential behaviours in their role.

Staff are expected to adhere to Trust policies and procedures which establish standards of good practice as well as follow any codes of conduct which are relevant to their own profession.

Equality, Diversity, and Inclusion

All Trust staff have a responsibility to embrace the diverse cultures of both our staff and the communities that we serve, and as such, all staff should ensure that equality, diversity, and inclusion are embedded in their work philosophy and reflected in their behaviour. Equality, Diversity, and inclusion are pivotal to the values and vision of the Dudley Group so that they shape everything that you do every single day.



Safeguarding Children and Adults

All Trust staff have a responsibility to ensure the safeguarding of children, young people, and vulnerable adults. This includes attending statutory and mandatory training, adhering to local Safeguarding Children and Adults policies and procedures and inter-agency guidance as showed in the Trust's Safeguarding policies and procedures.

Improvement Practice

The trust has a long-term commitment to its continuous quality improvement programme; "Dudley Improvement Practice." As part of your role, you will be asked to take part in improvement activity relevant to your post.

No Smoking

The Trust is a completely Smoke Free Organisation and all premises will be considered No Smoking Zones.

Health and Safety

The Trust has a duty of care to employees and will ensure that, as far as is practical, adequate training, facilities and arrangements for risk avoidance are in place.

It is the individual employee's responsibility, however, to manage their own health and wellbeing.

All Trust employees must follow relevant Health and Safety legislation and the Trust's policies relating to Health & Safety and Risk Management.

Prepared by:	Simon Gregory
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Job evaluation completed:	
Job evaluation reference number:	

