**Purpose:** To work under the supervision of and assist the operating department practitioner within theatres and endoscopy environments.

**The post holder will:**

* Undertake delegated clinical tasks within the theatre/ACU department.
* Interacting with and reassuring patients
* Count and take note of the surgical instruments to be used during an operation
* Accurately update patient information on IT systems
* Ensure patient care areas are effectively maintained and well stocked.
* Follow standard operating policies and procedures

**Role Profile – Health Care Support Worker – Theatres / ACU**

**Values**

Be Caring
• We know what we do matters
• We’re proud and enjoy what we do
• We promote a culture of care, respect compassion and wellbeing
• We protect the mutual ethos
    Be Connected 
• We collaborate and share across teams, departments and the business
• We listen to understand each other and our member’s needs
• We support one another by having open and honest conversations
• We recognise that we’re stronger together
Be Brave
• We embrace change 
• We challenge and ask ‘why’ as well as  ‘why not’
• We always want to learn
• We are not afraid of trying new concepts and ideas
      Be Smart
• We approach problems with a solution mind-set
• We actively seek to improve and be better and we learn from our mistakes
• We spend members money wisely
• We’re invested in the future of our business


**Key Result Areas**

* Act as the patient’s advocate, always maintaining their dignity
* Prepare the surgical equipment before an operation
* Deliver high standards of evidence-based care for patient
* Collect and record samples taken during surgery
* Contribute to budgetary management by exercising care and economy in the ordering and use of equipment and consumables
* Maintain accurate records of observation and care as requested.
* Understand the proper storage of medical gases within the departments
* Maintain and rotate stock levels of sterile equipment and consumables
* Provide administrative support when required
* Clean up after an operation, ensuring all equipment is accounted for and health and safety procedures are followed

**Skills and Experience**

* + - Relevant professional qualification i.e. NVQ Level III in Health & Social Care or prepared to work towards it.
    - Basic Life Support training or a willingness to undertake training
    - Ability to communicate with people of all ages and from different backgrounds
    - Previous experience in a theatre or Endoscopy environment preferable / not essential
    - Ability to remain calm in stressful situations
    - Good IT skills
    - Ability to work as part of a team
    - Excellent attention to detail
    - Good organisational skills
    - Patient and caring

**Measurement**

* Adhere to all regulatory CQC requirements and clinical standards.
* Comply with the Hospitals policies and procedures
* Maintain own clinical competency
* Performance will be measured against the specific objectives, targets and behaviours as identified and agreed within the 1-1 coaching conversation
* Be familiar with, and work in line with, the hospital’s Values.
* Comply with all mandatory and statutory training, to include a regular update on fire safety, infection control, manual handling, information security, risk awareness and life support.

**Departmental Structure**



|  |  |
| --- | --- |
| **Role Holder’s Signature** |  |
| **Date** |  |