

Position Description

Position title:	Clinical Team Leader
Business area:	Operating theatre
Reports to:	Perioperative Services Manager
Approved by:	Hospital Manager

Position objective

- To be a clinical resource to support service delivery and the development of perioperative practice in the designated specialty:
 - Role models excellence in practice and communication
 - Influences and improves nursing practice
 - Facilitates knowledge and skill development amongst clinical staff
 - Implements evidence based care into clinical practice
- To support the clinical nurse specialist – designated specialty

Functional relationships

Internal:	External:
• Perioperative Services Manager • Clinical Nurse Specialists • Anaesthetic Coordinator • Operating theatre personnel • Quality Manager • Infection Prevention and Control Coordinator • Informatics Nurse Specialist • Ward nursing staff • All other St George's staff	• Clinicians • Patients, family, whānau and support persons • Company reps and educators (equipment, trials, education) • Biomedical personnel

Position Description

Key areas of accountability

Area of accountability	Expected results
Professional practice To ensure the provision of safe clinical practice.	- Acts as a role model and resource person for perioperative practice within the specialty by understanding the needs of the patient, staff, clinicians and environment. - Fosters an environment conducive to learning, enquiry and critical thinking. - Plans for and ensures appropriate orientation, supervision, precepting, education and performance review of staff working in the specialty. - Collaborates with the clinical nurse specialist to identify and address learning deficits and performance issues. - Ensures specialised stock and equipment are maintained in a safe working condition and staff are adequately trained to use such equipment. - Supports product trials and feedback - Assists clinical nurse specialist with capex requirements - Provides leadership in theatre procedures and is able to manage emergencies / can coordinate services in emergency situations. - Guides practice within the specialty to ensure compliance with hospital/unit/department policies, procedures and governing acts and regulations. - Ensures infection prevention and control practices are implemented, monitored and evaluated. - Support RNs to complete the requirements of the Nursing Council of New Zealand's recertification programme / Professional Development and Recognition Programme (PDRP).
Interpersonal relationships/teamwork To ensure effective teamwork and communication	- Maintains approachability and an open, effective communication style. - Facilitates effective communication within the team, ensuring patient and staff advocacy. - Liaises with clinicians and the nurse specialist to identify concerns, improvements to ensure best service delivery. - Is open and receptive to feedback. - Respects lines of authority and uses proper channels of communication. - Empowers others to take action to resolve patient/client issues promptly. - Recognises individual efforts in excellent patient/client focus. - Responds to the changing needs of patients/client groups and appropriately plans education and practice development initiatives to meet service need. - Creates a culture of patient/client focus through person-centered care. - Expresses information effectively, both orally and in writing, adjusts language and style to the recipients and considers their frame of reference.
Professional development To maintain a high level of professional development	- Maintains contemporary knowledge and skills in the specialty, staff development, teaching and leadership in the clinical environment. - Demonstrates a commitment to participating in continuing education and acquisition of further knowledge, skills, and credentials. - Maintains and continuously updates professional portfolio and mandatory updates. - Complies with legislation and organisational policies and procedures that govern practice and service delivery. - Participates in own performance planning, and review in conjunction with line manager. - Assists with PDRP and performance planning and review processes.

Position Description

Area of accountability	Expected results
Inter-professional healthcare and quality improvement To maintain a high level of quality improvement	- Participates actively in quality improvement activities to monitor and improve standards of nursing. - Critically analyses, disseminates and integrates nursing and other evidence into the area of clinical practice and specialty. - Contributes to review and maintenance of appropriate policy, procedure and guideline documentation. - Participates actively in the maintenance of MoH certification and QHNZ accreditation status.
Organisational culture To support a strong and positive image of St George's within the community and with key internal and external stakeholders	- Understands and promotes the concept of internal and external customers (e.g. patients, colleagues and clinicians) and has a customer focus. - Assists in facilitating positive inter-departmental relationships. - Maintains confidentiality in respect to St George's operations, business, employees, clients and patients. - Models St George's values and adheres to St George's policies and procedures.
Cultural safety and the Treaty of Waitangi To promote cultural awareness within St George's Hospital	- Understands and has knowledge of the Treaty of Waitangi and implications for clinical practice. - Collaborates with colleagues regarding the integration of the Treaty principles of partnership, protection and participation in practice, guiding and providing resources to foster understanding. - Displays cultural sensitivity and a willingness to work positively with organisational strategies to improve outcomes for Maori. - Promotes an awareness of cultural differences amongst staff and patients (e.g. beliefs, gender, sexual orientation or disability) and the impact that beliefs and values have on practice.
Health & safety To ensure a safe working environment	- Accepts personal responsibility regarding occupational safety and health requirements. - Promotes and proactively manages any safety hazards and initiates appropriate corrective actions. - Ensures own and staffs' familiarity and compliance with all emergency and security procedures. - Ensures accidents and untoward incidents occurring in the clinical area are reported. - Co-operates with any reasonable policy or procedure relating to health or safety at the workplace that has been notified to workers. - Ensures compliance with hospital security requirements and is vigilant in all matters of security. - Participates in health and safety training as mandated by St George's.
Organisational effectiveness Contributes to the cost effectiveness and changing service needs	- Promotes safe patient care and makes recommendations to ensure cost efficient delivery. - Is alert to emerging patient needs, new procedures and technologies and promotes solutions to safely care for patients and support staff in practice development.
Other duties To undertake other duties as requested by the Clinical Nurse Specialist / Perioperative Services Manager	Performs such duties in a timely, accurate manner and in accordance with St George's Hospital policies and procedures.

Position Description



Position Description

Qualifications, experience and personal qualities

	Essential	Desirable
Qualifications	• Registered nurse. • Holds a current practicing certificate. • Holds, or working towards expert nurse PDRP. •	• Post graduate nursing qualification in a related specialty
Experience & knowledge	• Minimum 3 years (FTE) post registration / graduate experience in orthopaedic perioperative practice. • Experience in the provision of clinical support, guidance and education. • People management skills.	
Personal attributes	• Relates well to others • Integrity • Enthusiastic • Excellent communication and interpersonal skills	

Agreed by:

Signed: _____ Date: _____ (Employee)

Signed: _____ Date: _____ (Hospital manager)