

## POSITION DESCRIPTION

<b>Position Title</b>	<b>Registered Nurse P.A.C.U.</b>
<b>Date Reviewed:</b>	<b>May 2020</b>
<b>Business area:</b>	<b>Operating Theatre</b>
<b>FTE:</b>	<b>As per Conditions of Employment</b>
<b>Reports to:</b>	<b>Charge Nurse</b>
<b>Approved by:</b>	<b>Hospital Manager</b>
<b>Next Review Due:</b>	<b>May 2023</b>

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### **Position Objective**

- To be professionally accountable for quality nursing management of patients.
- To facilitate the functioning of an environment conducive to patient and staff safety and well being.
- To support the business objectives of the organisation.

### **Functional Relationships**

<b>Internal:</b>	<b>External:</b>
<ul style="list-style-type: none"><li>• Charge Nurses</li><li>• Other Nursing Staff</li><li>• Clinicians</li><li>• Hospital Manager</li><li>• Nurse consultant</li><li>• Nursing Co-ordinators</li><li>• Patient Care Manger</li><li>• Nurse Educators</li><li>• Operating Theatre Co-ordinator</li><li>• Peri-operative Services Manager</li><li>• Infection Control Nurse</li><li>• All other St George's staff</li></ul>	<ul style="list-style-type: none"><li>• Clinicians</li><li>• Allied Health Professionals</li><li>• Patients and Support persons</li></ul>

## Key Areas of Accountability

Area of Accountability	Expected Results
<p><b>Professional Practice</b></p> <p>To ensure a safe clinical environment for patients, staff and visitors</p>	<ul style="list-style-type: none"> <li>• Provides nursing care in accordance with Nursing Council requirements and within the professional boundaries stipulated in the Code of Conduct.</li> <li>• Takes responsibility for maintaining advanced skills, knowledge and competencies (in P.A.C.U. nursing) as per hospital policies and procedures.</li> <li>• Provides, facilitates, advocates and evaluates nursing care that is evidence-based and is responsive to patient needs.</li> <li>• Maintains clear and accurate records ensuring compliance with the documentation requirements of the organisation.</li> <li>• Ensures appropriate communication of patient health assessment information and articulates recommendations regarding interventions.</li> <li>• Demonstrates competency in implementing emergency procedures and maintains a safe and secure patient care and work environment.</li> <li>• Respects privacy, confidentiality of patients, staff and consultants.</li> <li>• Demonstrates accountability for directing and evaluating nursing care that is provided by enrolled nurses, assistants and others.</li> <li>• Uses Information Technology as required with relevant training (Microsoft Word, Microsoft Outlook and the relevant Patient Management Systems).</li> <li>• Promotes the profession of nursing and presents a positive professional image.</li> </ul>
<p><b>Interpersonal Relationships/Teamwork</b></p> <p>To ensure effective teamwork and contribute to the achievement of St George's vision and strategic plan</p> <p>To communicate effectively with patients, colleagues, other health professionals and the public.</p>	<ul style="list-style-type: none"> <li>• Demonstrates respect and integrity at all times.</li> <li>• Establishes a trusting relationship with colleagues, clinicians, patients and whanau.</li> <li>• Interprets and adheres to lines of authority and uses proper channels of communication.</li> <li>• Accepts and effects constructive change and/or criticism.</li> <li>• Displays a good team spirit and adopts a positive, flexible approach to work.</li> <li>• Empathises with others.</li> <li>• Demonstrates the ability to work independently and as part of a team.</li> <li>• Creates opportunities to network internally and externally.</li> </ul>
<p><b>Professional Development</b></p> <p>To maintain a high level of professional development</p>	<ul style="list-style-type: none"> <li>• Undertakes responsibility for meeting the mandatory requirements of the professional body and the organisation.</li> <li>• Ensures professional practice and development are undertaken according to hospital policy and participates in annual performance appraisal and the setting of performance objectives.</li> <li>• Identifies own learning requirements/deficits and develops a plan in conjunction with charge nurse/nurse educator to address these.</li> <li>• Fosters an environment conducive to learning, enquiry and research.</li> <li>• Maintains an excellent knowledge of specialty equipment and therapeutic interventions in post anaesthetic care and is able to think critically to problem solve and trouble-shoot.</li> <li>• Acts as a role model for nurses and is prepared to guide and teach any staff with whom she/he is working</li> <li>• Engages in clinical supervision and preceptorship or orientation of nursing staff, students and other members of the multidisciplinary team.</li> <li>• Identifies teaching needs and provide accurate information and education to patients, relatives and/or significant others.</li> </ul>

Area of Accountability	Expected Results
<p><b>Inter-professional Healthcare and Quality Improvement</b> To maintain a high level of quality improvement</p>	<ul style="list-style-type: none"> <li>• Participates actively in quality improvement activities to monitor and improve standards of nursing.</li> <li>• Initiates, participates in and evaluates audits and uses outcomes to improve service provision.</li> <li>• Participates actively in the maintenance of the ACC Workplace Safety Management standards, Ministry of Health Certification and QHNZ Accreditation process status.</li> <li>• Documents and reports accidents and incidents accurately in accordance with Hospital policy.</li> <li>• Supports continuous quality improvement.</li> </ul>
<p><b>Organisational Culture</b> To support a strong and positive image of St George's within the community and with key internal and external stakeholders</p>	<ul style="list-style-type: none"> <li>• Promotes harmonious working relationships within the hospital, local and national critical care providers and critical care consumers.</li> <li>• Understands and promotes the concept of internal and external customers (e.g. patients, colleagues and clinicians) and the need for a "customer focus".</li> <li>• Assists in facilitating positive inter-departmental relationships.</li> <li>• Maintains confidentiality in respect to St George's operations, business, employees, clients and patients.</li> <li>• Models St George's values and adheres to St George's policies and procedures.</li> </ul>
<p><b>Cultural understanding of the Treaty of Waitangi</b> To promote cultural awareness within St George's Hospital</p>	<ul style="list-style-type: none"> <li>• Understands and has knowledge of the Treaty of Waitangi and the implications in nursing and research practice.</li> <li>• Promotes an awareness of ethnic and cultural differences, religious beliefs and obligations relating to the Treaty of Waitangi.</li> <li>• Displays cultural sensitivity and a willingness to work positively with organisational strategies to improve outcomes for Maori.</li> <li>• Respects diversity of cultural and religious beliefs amongst staff and patients.</li> </ul>
<p><b>Health &amp; Safety</b> To ensure a safe working environment</p>	<ul style="list-style-type: none"> <li>• Ensures accidents and untoward incidents occurring in the department are reported.</li> <li>• Takes reasonable care for personal health and safety.</li> <li>• Takes reasonable care that own acts or omissions do not adversely affect the health and safety of other persons.</li> <li>• Complies, as far as is reasonably able, with any reasonable instruction that is given to allow St George's to comply with the Health and Safety in Employment Act 1992 and its amendments</li> <li>• Co-operates with any reasonable policy or procedure relating to health or safety at the workplace that has been notified to workers.</li> <li>• Ensures compliance with hospital security requirements and is vigilant in all matters of security.</li> <li>• Recognises safety hazards and initiates appropriate corrective actions.</li> <li>• Attends fire and evacuation lectures and participates in drills as required. Participates in Health and Safety training as mandated by St George's from time to time.</li> </ul>
<p><b>Organisational effectiveness</b></p>	<ul style="list-style-type: none"> <li>• Looks for ways and means to actively and effectively promote cost effectiveness.</li> </ul>

Area of Accountability	Expected Results
To contribute to the cost effectiveness and changing needs of the hospital business	<ul style="list-style-type: none"> <li>• Accurately completes cost accounting documents as appropriate.</li> <li>• Identifies appropriate priorities for workload.</li> <li>• Monitors stock supplies and orders appropriately.</li> <li>• Participates in the department's ongoing maintenance programme.</li> <li>•</li> </ul>
<b>Other Duties</b> To undertake other duties as requested by the Operating Theatre Manager.	<ul style="list-style-type: none"> <li>• Performs such duties in a timely, accurate manner and in accordance with St George's Hospital policies and procedures.</li> </ul>

**Qualifications, Experience and Personal Qualities**

	Essential	Desirable
<b>Qualifications</b>	•	•
<b>Experience &amp; Knowledge</b>	•	•
<b>Personal Attributes</b>	• •	•

Signed: \_\_\_\_\_  
**(Employee)**

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
**(Hospital Manager)**

Date: \_\_\_\_\_