

## Position Description

Position Title	Anaesthetic Technologist		
Unit / Branch	Anaesthesia & Pain Management		
Classification	Grade 3 Year 1 – Year 7 (TF1Z – TF7Z)	Employment Status	Part-Time, Ongoing 0.5EFT
Position reports to	Manager, Anaesthetic Technologist`s		
Location	The Royal Children's Hospital, Flemington Road, Parkville		
Position Contact	Manager, Anaesthetic Technologist`s		

### The Royal Children's Hospital

The Royal Children's Hospital (RCH) has cared for the children and young people of Victoria since it was founded in 1870. As a tertiary and quaternary centre, the RCH cares for the most critically ill and medically complex paediatric patients in Victoria. In addition to providing a full range of clinical services, the hospital also supports many health promotion and prevention programs. With more than 6,000 staff, 12 wards and 350 beds, the RCH is the major specialist paediatric hospital in Victoria, and also provides care for children and young people from Tasmania, southern New South Wales and other states around Australia and overseas.

We are the state's busiest paediatric Emergency Department, often experiencing more than 300 presentations on any given day. The RCH is committed to working with health services across the state and plays a significant role in many critical state and nationwide services. We work collaboratively with hospitals to deliver the right care, in the right place, at the right time, for the benefit of all Victorian children. The Royal Children's Hospital is committed to the safety and wellbeing of all children and young people. Click here for further information on our Commitment to Child Safety: <http://www.rch.org.au/quality/child-safety/>

In April 2016, the RCH became the first Australian hospital to implement the world-leading 'Epic' electronic medical record (EMR). RCH has a strong focus on supporting the successful delivery of the Parkville Connecting Care program – a shared EMR with the Royal Women's Hospital, The Royal Melbourne Hospital and Peter MacCallum Cancer Centre.

The RCH is located within the Melbourne Biomedical Precinct, which is home to more than 45 world-class biomedical organisations, with collectively more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region.

Further information on the RCH including the new RCH Strategic Plan 2019-21 Great Care, Everywhere is available at [www.rch.org.au](http://www.rch.org.au)

### ROLE PURPOSE

The purpose of this role is to provide skilled assistance to medical staff for the safe administration of anaesthesia or sedation as specified in document PS08 2012 (ANZCA) -Recommendations on the Assistant for the Anaesthetist.

This role is also to ensure all equipment pertaining to the administration of anaesthesia is correctly maintained, checked and available for use while working in partnership with Medical, Nursing and Allied Health Colleagues to ensure best outcomes for our patients.

### KEY ACCOUNTABILITIES

- Fulfil responsibilities of this role in accordance with Royal Children's Hospital Values – see below;
- Maintain the anaesthetic environment, assist the Anaesthetist, provide quality patient care and complete all directed tasks;
- Plan and prepare the anaesthetic environment according to patient, anaesthetic and surgical requirements, including the setup of anaesthetic and monitoring equipment and ensuring that equipment functions effectively;
- Provide high quality technical support and clinical assistance during induction, maintenance and emergence for all forms of anaesthesia and sedation or procedure the Anaesthetist is associated with – both within and outside the peri operative environment e.g.: Medical Imaging, Off site locations (RMH, Peter McCallum Hospital);
- Work effectively as part of a team by providing support and assistance to all members of the Peri Operative team, recognising that the effective management of theatres depends on effective communication;
- Maintain adequate stocks of necessary equipment, pharmaceuticals and consumables for anaesthetic procedures in all relevant anaesthetic workplaces;
- Maintain and perform contemporary anaesthetic practice by participating in continuing professional development and completing all

**mandatory training and competencies**

- Maintain infection control including performing routine cleaning and maintenance of anaesthetic monitoring equipment;
- Contribute to the quality improvement of the workgroup by participating in staff meetings, committees, working parties and research and evaluation activities;
- Maintain professional conduct through complying with A.A.A.H.P. Code of Conduct, RCH Policies and Procedures, ANZCA policy documentation;
- Assist in the supervision/mentoring of other technologists

**QUALIFICATIONS AND EXPERIENCE**

**Essential:**

- Diploma of Paramedical Science (Anaesthesia), BSc Operating Department Practice or equivalent;
- Registration with Australian Anaesthesia Allied Health Practitioners {AAAHP}
- Evidence of ongoing Professional development;

**Desirable:**

- Paediatric experience desirable

**Other Requirements:**

- Employees are required to undertake a National Criminal Record Check and a Working with Children's Check prior to commencing employment;
- Employees are required to maintain a valid Working with Children's Check throughout their employment;
- A current, full drivers licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (if applicable);
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

**KEY SELECTION CRITERIA**

- Ability to work well under pressure and to be flexible to changing priorities;
- Comprehensive knowledge of specialist equipment used by the Anaesthetist and can operate with a high degree of accountability and autonomy;
- Demonstrated ability to work within a multi-disciplinary team;
- Effective time-management and organizational skills;
- Well-developed interpersonal and communication skills – both verbal and written;  Knowledge of various medical equipment and terminology.

**IMPORTANT INFORMATION**

All employees are required to adhere to the Royal Children's Hospital Values:

- **Unity** - We work as a team and in partnership with our communities
- **Respect** - We respect the rights of all and treat people the way we would like them to treat us
- **Integrity** - We believe that how we work is as important as the work we do
- **Excellence** - We are committed to achieving our goals and improving outcomes

**RCH COMPACT**

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- *We do better work caring for children and families when we also care for each other*
- *I actively promote and celebrate our diverse team*
- *I bring a positive attitude to work – I share, I laugh, I enjoy other's company*
- *I take responsibility for my behaviour and its impact on others*
- *I am curious and seek out ways to constantly learn and improve*

- *I celebrate the good stuff, the small stuff, the big stuff – it all matters*
- *I speak up when things aren't right*
- *I value the many different roles it takes to deliver great patient care*
- *I actively listen to others, because I want to make the best decision*

Potential employees will be required to undertake a National Criminal Record Check and a Working With Children Check.

#### QUALITY, SAFETY AND IMPROVEMENT

RCH Employees are required to:

- Act in accordance and comply with all relevant Safety and Quality policies and procedures
- Participate in and contribute to quality improvement programs and commit to RCH Values
- Comply with the Requirements of the National Safety & Quality Health Service Standards
- Comply with all relevant clinical and/or competency standards
- Comply with the principles of Patient and Family Centred Care that relate to this position

*The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, all members of the LGBTQI community and people with disability.*

Position description last updated	August 2020
-----------------------------------	-------------