



Job Title:	Scrub Practitioner
Location/Base:	Midland Eye
Dept.:	Theatre
Reporting to:	Clinical Manager
Accountable to:	Clinical Manager

Purpose of Post

The job holder will be responsible for participating in all aspects of the Ophthalmic Surgical pathway for Midland Eye.

They will provide excellent care to all patients, with specific responsibility for providing skilled clinical and technical assistance as a member of the operating theatre team, and also may include peri-operative and post-operative care in the surgical and refractive suite of the hospital, and assisting with minor operations.

They will ensure a comprehensive level of care provision ensuring the patient is regularly updated to encompass change and will deliver highly skilled patient-centered care to all ophthalmic patients within the clinic.

They will adhere to the principles of clinical governance and the Care Quality Commission (CQC) to assist in providing the most efficient and effective level of service

Main Duties and Responsibilities

To promote a sensitive, responsive and caring approach to all patients, visitors and colleagues within the clinic environment. To be responsible for the delivery of high quality, safe and effective patient care throughout the patients' visit to Midland Eye. To work in a manner that also ensures maximum efficiency, effective utilisation of resources and the seamless delivery of support to Consultants / Surgeons.

Patient Care

- Anticipate the needs of the surgical team, by provision or appropriate surgical instrumentation and equipment.
- Take responsibility to ensure all surgical equipment is disposed of correctly including ensuring appropriate decontamination and sterilisation of reusable equipment is carried out and can be evidenced.
- Ensure all documentation for traceability is effectively completed.
- Having an awareness of the patient specific requirements for each case including lenses or other bespoke items and to the need to ensure the theatre team lead is aware of any issues.
- Use clinical judgement and analytical skills to pro-actively identify potential problems, with special regard for surgical instrumentation, turnaround times for decontamination and



sterilisation of reusable items.

- Administer drugs and treatments as prescribed according to the NMC guidelines for the Standards for Medicines Management 2008.
- Using the clinical competency framework provide holistic care to patients throughout their clinical pathway.
- Help to control and minimise the risk of cross infection by following the organisations' Uniform Policy, all procedures, policies and guidelines for the maintenance of a clean working environment, including decontamination and sterilisation of equipment.
- Work with Consultant / Surgeon supporting them and delivering excellent care to patients during their clinical pathway.
- Provide effective hand over of key information to recovery staff to facilitate safe and effective discharge of the patient.
- Provide effective communication to patients as part of the clinical competency framework and holistic care of patients.
- Provide clinical advice for staff, patients and their carers, within level of competency.
- Administer drugs and treatments as prescribed according to the NMC guidelines for the Standards for Medicines Management 2008.
- To assist with the organisation of notes and hospital lists to ensure safe and smooth running of hospital schedules.
- Using the clinical competency framework provide holistic care to patients throughout their clinical pathway.
- Maintain an awareness of the need to deliver care in a manner which demonstrates dignity and respect, this includes the provision of an appropriate level of privacy at all times.
- Ensure effective communication is maintained with patients, relatives, carers, visitors, staff and others, in a manner that is consistent with their level of understanding, culture and background, seeking advice and assistance when appropriate.
- To ensure that all communication takes place in a manner that reflects the organisations' shared values.
- Provide initial emergency care within level of competency and training.
- To develop skills and undertake training to meet Hospital Competencies to carry out other procedures required as part of the patient pathway.
- To be aware of the legislation regarding Health and Safety and COSHH and to act accordingly.
- Assist in maintaining and improving patient care by participating in quality initiatives e.g. Audit.

Administration

- To assist with the organisation of notes and hospital lists to ensure safe and smooth running of clinic schedules.
- To complete all administration tasks and reports that are requested of you within your role to the highest standard.
- To ensure that all clinical documentation is completed legibly and comprehensively to agreed organisational and NMC / HPC standards and guidelines.
- To observe patient confidentiality at all times, in accordance with the Data Protection Act (1998), Caldicott principles (2013-updated) and the organisational standards for Information governance.

Training and Development

- To undertake all mandatory training as required.
- To undertake specific equipment training as required.
- Actively participate in induction programmes for new colleagues and provide ongoing support.



- Participate in clinical supervision, staff training and departmental meetings as required.

Organisational

- To maintain a safe environment for patients, visitors, and colleagues in line with hospital policy, Health and Safety at Work Act (1974), and the Management of Health and Safety at Work (1999).
- Ensure correct storage of all equipment ensuring maintenance records are kept up to date and timely reporting of any problems to the appropriate person.
- To ensure the correct procedures for documenting and reporting any accident or incident is followed, this includes the completion of incident forms and cooperation with any investigation and subsequent action plans.
- To be aware of the requirements regarding the Duty of Candour.
- To assist the Clinical Services Manager to ensure relevant levels of stock are available so that any treatment can be performed without undue delay.
- To engage with the sharing of best practice skills with all colleagues.
- Deliver excellent customer service reflecting the shared values of the organisation aiming to achieve consistently high levels of patient satisfaction.
- Actively participate in appraisals and objective setting.
- Learn and participate in the Service Excellence approach to customer and patient service and use these principles to provide exemplary standards of patient care.

This job description is not exhaustive and the post holder may be required to undertake such other duties from time to time as are consistent with the responsibility of the role.



Competency	Essential Criteria	Desirable Criteria
<p>Technical and Professional Competence This area is all about having all the technical/ specialist skills to perform the job effectively.</p>	<ul style="list-style-type: none"> • Registered General Nurse or Operating Department Practitioner • Current NMC/ HCP registration • Evidence of ongoing professional development • Registered Nurse 1st level registration with theatre course or equivalent experience, or, ODP Level 3 NVQ in Operating department practice, or, ODA City and Guilds 752 • Computer and IT skills i.e. good working knowledge of Microsoft Office • Awareness of responsibilities in relation to NMC Professional Code of Conduct • Awareness of role of CQC 	<ul style="list-style-type: none"> • Qualification in Ophthalmology or Peri operative care • Previous experience in Ophthalmology Theatre • Experience of managing patients undergoing conscious sedation • Previous ILS training • Awareness of other key regulatory guidance, e.g. Health and Social Care Act (2012) AFPP guidelines (2011) • General knowledge of clinical governance
<p>Service Excellence This is about doing all you can to satisfy and where possible exceed the expectations of the wide range of both internal customers and external patients and customers you deal with. (Internal customers means everyone at work to whom you provide a service and includes your colleagues and people in other Departments. External customers are all external suppliers, partners and members of the public.)</p>	<ul style="list-style-type: none"> • Displays the organisational shared values • Commitment to service excellence • Caring and empathetic nature 	
<p>Communication This is all about everybody making the effort to communicate with patients and employees at all levels in an appropriate, thoughtful and timely manner.</p>	<ul style="list-style-type: none"> • Effective written and oral communications skills 	



<p>Problem solving and decision making This is all about looking for ways to overcome and learn from problems and challenges that arise.</p>	<ul style="list-style-type: none"> • Ability to problem solve, anticipate and prioritise appropriately • Demonstrates a proactive, positive and optimistic attitude using common sense approach • 	<ul style="list-style-type: none"> • Ability to deal with challenging situations
<p>Planning and organising This is all about making the best use of the time you have available to you to do your job, working in an organised manner and planning to ensure you achieve your agreed work goals.</p>	<ul style="list-style-type: none"> • Flexibility in working pattern to meet the needs of the service • Flexible, pragmatic and articulate • Demonstrates ability to work under pressure 	<ul style="list-style-type: none"> • Ability to adapt to change within working situations
<p>Leadership This is all about taking full responsibility for leading others to achieve the goals and objectives of Midland Eye.</p>	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Experience of teaching and supervising others
<p>Teamwork This is all about people working together effectively to achieve more than they possibly could working individually.</p>	<ul style="list-style-type: none"> • Ability to work well in a team but also without direct supervision • Confident with senior colleagues, clinicians and key suppliers 	
<p>Developing self and others This is all about being prepared to continually learn to better yourself and being prepared to help others to learn and develop to achieve their full potential.</p>	<ul style="list-style-type: none"> • Willingness to undertake appropriate training and development 	