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CAJE REF Wales/WPF/2025/0003

APPROVED 26/03/2025

# JOB TITLE Wales Nursing Support Worker (Theatre)

# BAND 3

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| Job Summary | | |
| * Support registered healthcare professionals in theatres in delivering patient care under the direct supervision of registered staff. * The post holder will work on their own initiative, undertaking delegated tasks with appropriate supervision in place from a registered healthcare professional in accordance with the HEIW All Wales Guidelines for Delegation. * Perform role of circulating person under supervision supplying items to the sterile field and participating in swab, needle, instrument and item counts, safe processing of specimens, troubleshooting equipment. * Ensure working environment is safe and hygienic following infection prevention and control policies and processes. * Supervise other staff and promote the delivery of high-quality care to patients in the perioperative environment. * Deliver role in accordance with Health Board/Trust Values and Code of Conduct for HCSW’s in Wales. | | |
| Responsible to | | |
| Reporting: | Accountable: | Professionally: |
| Responsibilities and Duties | | |
| **Planning and Design**  Prioritise delegated workload, ensuring tasks are completed in a timely manner, using your initiative to undertake the work based on the needs of the patient, and department.  Work within established policies and procedures when delivering care; and under the supervision of a registered healthcare professional.    **Clinical**  Undertake care as directed by the registered healthcare professional, following agreed care plans, providing information to the registered healthcare professional that will enable the monitoring and amendment of care plans.  Obtain informed consent prior to providing care, where necessary within their scope of practice, understanding the actions required if care is declined and escalate appropriately.  Undertake high standards of infection prevention control in the healthcare setting, through effective hand hygiene practices, maintaining a clean environment and cleaning of equipment.  Record accurate and timely information in the appropriate documentation for the relevant area of practice, for example weight, height, body mass index (BMI), and recording of nutrition, hydration, pressure areas and dressings.  Assist in the manual handling of patients and transferring them between beds, trolleys and specialised tables (in all areas as required), including the positioning of the patient, this will include using appropriate manual handling equipment for example Patslide.  Undertake and record delegated duties for example recording body temperature, blood pressure, oxygen saturation level, pulse and respiratory rate, blood glucose level, collecting urine samples including urinalysis/ stool samples/ sputum samples and wound swabs ensuring delivery of a high standard of patient care at all times and reporting all findings to the registered healthcare professional. NB this may vary depending on area of work.  On completion of relevant training and being assessed as competent, provides assistance as a circulating member of the Theatre team as directed by a registered healthcare professional, for example partaking in swab, needle and instrument counts, removal of peripheral cannulae, connecting and testing diathermy and suction apparatus and other apparatus required for Theatre e.g. headlamps, stack systems, troubleshooting equipment, assisting with the collection, labelling, handling of specimens for dispatch for laboratory examination, including frozen sections.  Report observations on the condition, behaviour, activity and responses of individuals to the registered healthcare professional without delay.  Report any concerns relating to Safeguarding adults and children to a registered healthcare professional without delay.  Participate in the Eight Steps to Safer Surgery WHO surgical safety checklist.  Participate in clinical emergencies, summoning assistance and following local or national guidance, working as a member of the multi-disciplinary team within scope of practice.  Where appropriate, act as chaperone to patients undergoing examinations, procedures and treatment by registered healthcare professionals.  Support the registered healthcare professional to provide pressure relief as directed in the Theatre setting, reporting abnormalities and skin condition to the registered healthcare professional and documenting appropriately.  Support effective theatre efficiency and flow; collect patients and escort them to theatre, checking all relevant documentation and informing registered staff where there are any deviations. This includes transferring patients to the anaesthetic room ensuring all appropriate documentation accompanies the patient.  Assist conscious patients with any activity as directed by the registered healthcare professional that maximises independence, privacy and dignity.  **Stock and Equipment**  As part of the Theatre team, contribute to the cleaning, stocking, assembly, dismantling, maintenance and preparation of clinical equipment and clinical areas in order to maintain a high standard of cleanliness. This will include cleaning theatres between cases and doing a thorough clean on completion of the day’s sessions.  Ensure the correct disposal of dirty linen, suction liners and clinical waste, including sharps boxes.  Support the ordering of individual stock items needed for individual theatres, where required. This may include specialised items for example sutures, drains, feeding tubes etc. Reporting any discrepancies/ stock level issues to the appropriate person in charge.  Give technical assistance in the setting up, maintenance and testing a range of medical equipment prior to surgery/anaesthesia. In conjunction with registered healthcare professionals, operate the equipment under direct supervision and has knowledge to troubleshoot issues as they arise.  **Communications**  Provide appropriate routine information effectively to patients, carers and other staff, using appropriate communication techniques to overcome any barriers to understanding and provide support using empathy and tact during distressing or emotional events. This may include interacting with patients/families who have additional needs, for example, learning disabilities or language/communication barriers.  Communicate clearly, effectively and appropriately with the multi-disciplinary team, accepting instructions and giving feedback on patient care and activities to relevant health care professionals where required, highlighting any concerns you may have without delay.  **Improvement and Monitoring**  Required to follow all legislation and organisational policies and procedures, will be asked to comment on procedures for own area of activity, and suggest improvements which will contribute to the efficient running of the service supporting better patient experience.  Adhere to standard operating procedures, guidelines and policies whilst delivering care, in order to maintain the personal safety of themselves and others.  Adhere to infection prevention and control guidance, including preparing equipment for collection and disposal, decontamination of equipment and completion of relevant documentation, ensuring the environment is safe and hygienic.  Contribute to research, audits and clinical trials programmes as required carried out within the area of work.  **Management, Leadership and/or Training**  Support the work of junior staff and students on placement, providing guidance to other health care support workers.  **Digital and Information**  Maintain accurate records in both written and electronic formats, adhering to data governance, confidentiality, and cybersecurity policies.  Where appropriate, demonstrates proficiency in selecting and using digital tools for daily tasks, training, communication, and supporting individuals in safely using digital healthcare methods. | | |
| PERSON SPECIFICATION | | |
| Qualifications and Knowledge | | |
| Essential  * Level 3 qualification in a health care related subject   or  Equivalent experience and can evidence work-based competency demonstrating theoretical knowledge, and the ability to undertake clinical care duties relevant for the role, which is gained through experience and work-based training/short courses).   * Knowledge of the Code of Conduct for Healthcare Support Workers in Wales and All Wales Delegation Guidelines (HEIW). * Knowledge of relevant policies and procedures within a healthcare setting, for example the principles of Safeguarding adults/children to keep patients within their care safe, and confidentiality, for example General Data Protection Regulations (GDPR).  Desirable  * Level 3 qualification in Perioperative Support / or equivalent qualification. | | |
| Experience | | |
| **Essential**   * Experience of working as a Health Care Support Worker in an operating theatre environment.   **Desirable**   * Experience of working with patient groups relevant to area of practice. * Experience of working within the NHS. | | |
| Skills and Attributes | | |
| **Essential**   * Good communication skills – verbal and written, with the ability to convey information clearly and sensitively. * Ability to work with minimum supervision to a high standard. * Ability to keep calm in stressful situations. * Ability to demonstrate a caring and compassionate approach. * Organisational skills, with the ability to plan and prioritise own and others workload efficiently. * Ability to use technology to undertake the role, for example Microsoft Office, virtual platforms such TEAMS. * Physically able to carry out the duties of the role, including lifting, assisting with mobility, and performing other manual tasks.   **Desirable**   * Welsh Language Skills are desirable levels 1 to 5 in understanding, speaking, reading, and writing in Welsh. | | |
| Other | | |
| * Enhanced DBS clearance including an/a Adults and Childrens Barred List check (delete as appropriate). * Ability to work a range of shift patterns. | | |