



Provincial Job Description

TITLE: (037) Operating Room Technician/LPN **PAY BAND:** 16

FOR FACILITY USE:

SUMMARY OF DUTIES:

Provides nursing care during the preoperative, operative and postoperative periods.

QUALIFICATIONS:

- ◆ Licensed Practical Nursing certificate plus Perioperative Nursing/Licensed Practical Nurse - Advanced certificate
 - ◆ Licensed with Saskatchewan Association of Licensed Practical Nurses

KNOWLEDGE, SKILLS & ABILITIES:

- ◆ Basic computer skills
- ◆ Interpersonal, organizational and communication skills
- ◆ Ability to work independently

EXPERIENCE:

- ◆ Previous: No previous experience.

KEY ACTIVITIES:

A. Scrub / Anesthetic Role

- ◆ Carries out appropriate scrub procedures.
- ◆ Prepares the room, supplies, instrumentation/equipment and medications for the specific operative procedure.
- ◆ Maintains sterile technique/field when preparing for and during the operative procedure.
- ◆ Ensures and organizes surgeon's instruments, supplies and medications.
- ◆ Ensures case cart is complete and in functioning condition.
- ◆ Carries out safety checks (e.g., patient identification, allergies, site of surgery).
- ◆ Prepares patient for surgery (e.g., drapes).
- ◆ Provides supplies and assists the anesthetist with procedures.
- ◆ Processes specimens (e.g., labeling, type of test).
- ◆ Ensures accurate counts of equipment (e.g., instruments, sponges, sharps) prior to, during and after surgery.
- ◆ Communicates adverse events during surgery and takes appropriate action(s).
- ◆ Assists with surgery (e.g., holds retractors, cuts sutures, cauterizes, irrigates, applies dressings, secures drain sites).

B. Circulator Role

- ◆ Prepares the room, supplies, instrumentation/equipment and medications for the specific operative procedure.
- ◆ Notifies/coordinates any personnel/equipment that may be required for case (e.g., assistants, x-ray).
- ◆ Receives, transports, checks and prepares/positions patients for surgical procedures.
- ◆ Carries out safety checks and communicates information to appropriate personnel (e.g., patient identification, allergies, site of surgery).
- ◆ Prepares and flash sterilizes instruments and supplies as needed.
- ◆ Opens sterile bundles for the scrub nurse.
- ◆ Sets up/connects accessory equipment to the patient (e.g., tourniquet, cautery and irrigation).
- ◆ Obtains medications for surgical staff and ensures accurate accounting (e.g., narcotics).
- ◆ Documents specimens, sponge counts and medications used to operative site.
- ◆ Observes, monitors and documents patient condition throughout surgery.
- ◆ Maintains/documents intravenous therapy.

C. Related Key Work Activities

- ◆ Provides patient postoperative care and teaching.
- ◆ Troubleshoots equipment that breaks down or seeks assistance.
- ◆ Ensures coordination of surgical list of surgical procedure.
- ◆ Dismantles and cleans equipment and theatres between cases.
- ◆ Disposes of biohazardous waste, as per department procedures and policies.
- ◆ Provides occasional guidance to the primary function of others, including training.

The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.

Any revisions of this document recommended by the Joint Job Evaluation Maintenance Committee must be approved by the Parties.

Validating Signatures:

CUPE:

SEIU:

SGEU:

SAHO:

Revision Date: December, 2005

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