

Position Description

Position title	Operating Theatre Technician
Department / Division	Operating Theatres / Division of Surgery
Classification	Grade 3 IN09
Position reports to	Operational: Operating Theatre Technician Manager Professional: Nurse Unit Manager – Operating Theatres
No. of direct & indirect reports	N/A
Location	The Royal Children's Hospital, Flemington Road, Parkville
Risk category	Category A - works in a direct patient contact role and has or potential to have exposure to blood or body fluids.

The Royal Children's Hospital
The Royal Children's Hospital's (RCH) vision is <i>a world where all kids thrive</i>. RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts. RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria, Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries. We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards https://www.rch.org.au/quality/child-safety/. RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact. Further information on RCH is available at www.rch.org.au

ROLE CONTEXT
The Theatre Technician works within the Perioperative Services team, which is responsible for the safe, efficient and coordinated delivery of surgical and procedural care across the operating theatre environment. The perioperative service supports patients throughout their surgical journey and works collaboratively with surgeons, anaesthetists, nursing staff and other multidisciplinary teams to deliver high-quality, patient-centred care. The role contributes to the broader objectives of the Division of Surgery by supporting patient safety, effective theatre utilisation, timely patient flow and efficient delivery of planned and emergency surgical activity. As surgical demand and service complexity continue to evolve, the department is focused on maintaining a skilled and sustainable workforce, improving operational efficiency, supporting infection prevention and safety standards, and ensuring patients have timely access to safe, high-quality surgical care. The Theatre Technician role is important for supporting these objectives, and to the effective day-to-day functioning of the operating theatre service.
ROLE PURPOSE
The Theatre Technician is an important member of the perioperative team, providing technical and operational support to ensure the safe and efficient delivery of surgical services. The role works collaboratively with nursing, anaesthetic and surgical staff to support patient transportation and positioning, preparation of the operating theatre environment and equipment, infection prevention practices, and effective theatre workflow.
KEY ACCOUNTABILITIES
Safety, quality and infection prevention: Ensure all work practices comply with occupational health and safety, infection prevention and control, and relevant organisational policies and procedures, contributing to a safe environment for patients, staff and visitors. Multidisciplinary teamwork: Work collaboratively as an effective member of the multidisciplinary perioperative team, demonstrating flexibility and supporting service requirements across all specialised areas of the operating suite. Equipment and technology: Safely operate, test, prepare and maintain surgical equipment and technology within the scope of the Theatre Technician role, ensuring equipment is functional, available and appropriately maintained for surgical procedures. Operating theatre preparation: Prepare, maintain and restore the operating theatre environment to support the safe, efficient and timely delivery of surgical procedures, including maintaining appropriate standards of cleanliness, organisation and readiness. Technical support: Perform the full scope of Theatre Technician duties in accordance with the position description, established procedures and scope of practice, providing assistance across operating theatres as required to support patient care and service delivery. Problem solving and initiative: Identify and respond appropriately to operational issues as they arise, using effective problem-solving strategies and escalating concerns when necessary to support patient safety and continuity of service. Orientation and staff development: Participate in the orientation and support of new, casual and developing staff, demonstrating professional behaviour and acting as a positive role model within the team. Training, mentoring and supervision: Contribute to the supervision, education, training and mentoring of Theatre Technicians and other relevant staff, including undertaking a clinical tutor or training role where required. Continuous improvement: Actively contribute to quality improvement initiatives, safe work practices and opportunities to enhance the efficiency, effectiveness and quality of perioperative services.

QUALIFICATIONS AND EXPERIENCE

Essential: Certificate III + IV in operating theatre technical support.

Greater than 24 months prior experience as an Operating Theatre technician.

Desirable:

- Laser safety certificate

KEY SELECTION CRITERIA

Well-developed communication and interpersonal skills, with the ability to communicate effectively, respectfully and professionally with patients, families and members of the multidisciplinary perioperative team.

Demonstrated ability to work collaboratively within a multidisciplinary team, contributing positively to a supportive, respectful and patient-focused workplace culture.

Demonstrated ability to work both independently and under direction, exercising appropriate initiative, judgement and accountability within the scope of the Theatre Technician role.

Demonstrated capacity to safely undertake the physical requirements of the role, including patient transfers and positioning, movement of equipment, and other manual handling activities associated with the operating theatre environment.

Strong organisational, prioritisation and time-management skills, with the ability to manage competing demands and contribute to the efficient preparation, turnaround and functioning of operating theatres.

Demonstrated ability to adapt and respond effectively to changing clinical and operational priorities, including unexpected or urgent situations within a fast-paced perioperative environment.

Commitment to patient safety, quality and infection prevention and control, with an understanding of the importance of maintaining a safe, clean and appropriately prepared operating theatre environment.

Commitment to ongoing professional development and continuous learning, including maintaining and further developing the knowledge, technical skills and competencies required for the Theatre Technician role.

Demonstrated commitment to workplace health and safety, including safe manual handling practices and the appropriate use, checking and maintenance of equipment within the scope of the role.

OTHER REQUIREMENTS

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment
- Employees are required to maintain a valid Working with Children Check throughout their employment
- A current, full driver's 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.

IMPORTANT INFORMATION

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

- Curious - We are creative, playful and collaborative
- Courageous - We pursue our goals with determination, ambition and confidence
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together
- Kind - We are generous, warm and understanding

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 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 because I want to understand others and make better decisions
- I am inclusive and value diversity
- When it comes to teamwork, I don't hold back – I'm all in

QUALITY, SAFETY AND IMPROVEMENT

RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures
- Identifying risks, reporting and being actively involved in risk mitigation strategies
- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying 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, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.

Position description last updated

April 2023