

# Join us at UHB



Building healthier lives

# Welcome from our CEO

Professor David Rosser



Dear Candidate,

Thank you for your interest in working with us here at University Hospitals Birmingham NHS Foundation Trust (UHB).

Please take some time to read through this application pack to gain a better understanding of our Trust in general, this role in particular, and why UHB is a great place to work.

UHB is one of the largest teaching hospital trusts in England, serving a local, regional, national, and international population. We employ around 22,000 colleagues and are committed to investing in your training, development, health and wellbeing and future career with us.

We see and treat more than 2.2 million patients every year across our four hospital sites - Good Hope, Heartlands, Queen Elizabeth Hospital Birmingham and Solihull Hospital - and through our community services and clinics. We are centres of excellence in many clinical specialties.

But it's not just our patients we invest in at UHB; we also invest in our staff. In fact, we believe we are defined by our people, not the state-of-the-art equipment or facilities we work out of. We have high standards and we want to build healthier lives for patients and our teams, wanting you to enjoy your job, and flourish in it.

To reinforce this commitment, we recently refreshed our values after hearing from over 1,400 colleagues about what made them proud to work at UHB

We will be:

**Kind:** the kindness that people show to each other every day

**Connected:** the connections we build with everyone around us

**Bold:** the ability to be bold in how we think, speak and act

We hope you find this pack useful and look forward to receiving an application from you for this role within our Trust.

Yours sincerely,

A stylized, handwritten signature in black ink, appearing to read 'David Rosser'.

Professor David Rosser,  
Chief Executive Officer

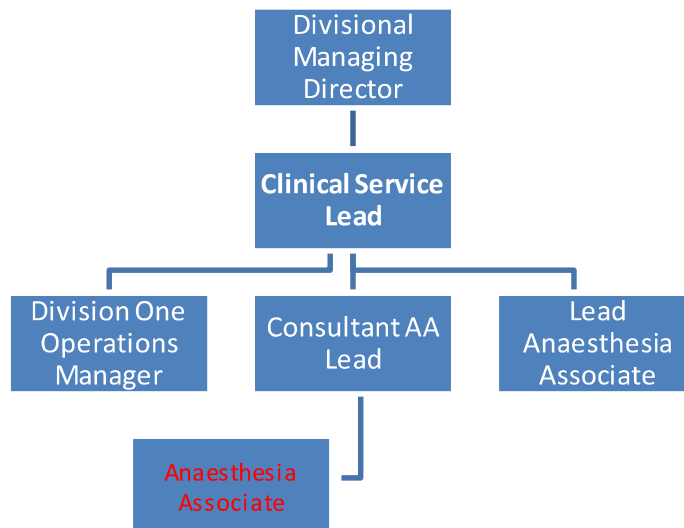
## JOB DESCRIPTION

<b>Job Title</b>	Anaesthesia Associate
<b>Pay Band</b>	Band 7/8a depending on experience
<b>Department</b>	Anaesthetics
<b>Division</b>	One
<b>Reports to</b>	Clinical Service Lead, Consultant AA Lead & Lead Anaesthesia Associate
<b>Professionally Responsible to</b>	HCPC/NMC (if appropriate), Association of Anaesthesia Associates (AAA) code of conduct & RCoA guidance for Anaesthesia Associates including voluntary registration (GMC pending)

### JOB SUMMARY

To provide anaesthetic services to patients requiring anaesthesia, respiratory care, cardiopulmonary resuscitation and/or other emergency, life sustaining services within the anaesthesia and wider theatre and critical care environments.

### TEAM/DEPARTMENT STRUCTURE CHART



### KEY SKILLS

- Under instruction and supervision of the consultant anaesthetist, visit patients on the wards that require anaesthesia to perform/participate in the preoperative interviewing and physiological and psychological assessment.
- Whilst maintaining patient confidentiality, evaluate and/or collect patient information from the patient's history, physical examination, laboratory, radiographic and other diagnostic data and inform the consultant anaesthetist of any relevant potential problems and highlight possible solutions.
- Design individual anaesthetic care plans for each patient and under supervision of the consultant anaesthetist implement these plans as appropriate.  
Administer and/or participate in the planned administration of general anaesthesia for a variety of surgical and medically related procedures.
- in providing anaesthesia care. Carry out advanced clinical practices using a broad variety of techniques, anaesthesia agents, drugs and equipment



- Ensure the procedure for administering, recording and storage of drugs is complied with as permitted by medicines legislation for your primary registered qualification if applicable. (This is subject to change once the AA role is regulated)
- To interpret and utilise data obtained from the effective and safe use of current invasive and non-invasive monitoring equipment.
- Using analytical skills, and following hospital policy, administer and record delivery of fluids and blood therapy with the plan of care under the direction of the supervising consultant.
- Using own professional judgement, discretion and experience be prepared to take appropriate actions to prevent or manage complications occurring during anaesthesia management.
- Working within manual handling guidelines position or supervise positioning of patients to assure optimal physiological function and patient safety
- Following training, safely use and troubleshoot anaesthetic equipment, identifying any faults and incident reporting as appropriate
- Monitor patients progress in the immediate postoperative period and take appropriate action to prevent or manage any problems
- Identify when patient condition allows transfer to next level of care. Troubleshoot any problems which may hinder progression
- To serve as a resource person in cardiopulmonary resuscitation, respiratory care and for other acute needs.
- Identify patient and carer learning needs and tailor education at an appropriate level

#### **KEY RESPONSIBILITIES**

- To work competently, under appropriate supervision, in the role of anaesthesia associate, within AAA code of professional practice, being aware of boundaries of the role and referring patients appropriately to other healthcare professionals as necessary.
- Work in collaboration with anaesthetists, surgeons, ODPs, nurses and the wider multidisciplinary team.

#### **BUDGETARY AND RESOURCE MANAGEMENT**

- To use resources appropriately in order to ensure a high quality and cost effective service.

#### **MANAGEMENT , SUPERVISORY, TEACHING, TRAINING RESPONSIBILITIES**

- To take part in the teaching, supervision and assessment of other team members where appropriate.
- To take part in personal development planning. To maintain a professional portfolio and logbook.
- To ensure own actions support equality, diversity and rights
- To assist with the implementation of risk management and health and safety recommendations as part of the wider anaesthetic team.
- To monitor and maintain a safe, clean, and therapeutic environment for patients, staff and visitors, initiating appropriate action to achieve this.
- To adhere to quality objectives, hospital policies and codes of practice.



- To be responsible for timely, accurate and complete records both manually and electronically ensuring safety and confidentiality of information and any hospital statutory requirements are met.

#### RESEARCH AND DEVELOPMENT

- To actively participate in all relevant meetings, audit and research.
- To promote and contribute to the development of the new ways of working in anaesthesia, within the trust and other organisations, by taking part in presentations and conferences.
- To assist the local management team in the research and evaluation of the project, including the collection and analysis of data required.
- To establish working relationships with the rest of the hospital and act as an ambassador for the programme.
- To assist in the development and review of protocols and patient group directives within the anaesthetic team.
- To participate in the critical review of audit, complaints, compliments and clinical/non clinical incidents with a view to improving patient care as part of the wider anaesthetic team.

#### EFFORT

The post holder will undertake other duties as may be required to achieve the Trust's objectives, commensurate with the grading of the post.

#### TRUST VISION & VALUES

The Trust is clear on its vision and values and aims to make sure that they are reflected in all areas of activity. Our vision is simple; building healthier lives. Our values apply to every member of staff and help us in all we do and how we do it. They are:

**Kind:** The kindness that people show to each other every day

**Connected:** The connections we build with everyone around us

**Bold:** The ability to be bold in how we think, speak and act

#### ADDITIONAL INFORMATION

This job description is designed to assist post holders with understanding what is expected of them in their role. University Hospitals Birmingham NHS Foundation Trust may ask them to undertake other duties, as required, which are not necessarily specified on the job description but which are commensurate with the grade of the post.

The job description itself may be amended from time to time in consultation with the post holder, within the scope and general level of responsibility attached to the post.

All post holders must take responsibility to ensure that they are aware of and adhere to all Trust policies, procedures and guidelines relating to their employment regardless of their position within the Trust.

Last Updated:

## PERSON SPECIFICATION

JOB TITLE:	
TRAINING, QUALIFICATIONS AND PROFESSIONAL REGISTRATIONS	
ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Qualified Anaesthesia Associate, holding a Postgraduate Diploma or MSc in Physicians' Assistant (Anaesthesia).</li> <li>• Advanced Life Support Provider.</li> <li>• Evidence of affiliation of Royal College of Anaesthetists (where appropriate)</li> <li>• Registered on the MVR held by The Royal College of Anaesthetists (where appropriate)</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of CPD</li> </ul>
EXPERIENCE & KNOWLEDGE	
ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Demonstrable experience of multidisciplinary team working.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrable experience of patient focused care.</li> <li>• Experience in recording, setting, treatment plans and evaluation of progress against plan.</li> <li>• Experience of research and critical incident analysis and clinical risk management/clinical governance.</li> <li>• Working with integrated care pathways, protocols and patient specific directives.</li> <li>• Experience of service improvement and quality initiatives.</li> </ul>
SKILLS & ABILITY	
ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Enthusiasm and motivation to challenge current working practices and try something new.</li> <li>• Ability to expand knowledge and take on new responsibility/roles.</li> <li>• Ability to work under pressure.</li> </ul>	<ul style="list-style-type: none"> <li>• Phlebotomy.</li> <li>• IV drug administration.</li> <li>• Cannulation.</li> <li>• Knowledge of the role of care delivery of all professions including nursing and medicine.</li> <li>• Knowledge of common conditions requiring an</li> </ul>



<ul style="list-style-type: none"> <li>• Communication skills.</li> <li>• Ability to self-motivate, plan and execute own work, Ability to motivate others.</li> <li>• Problem solver and critical thinker.</li> <li>• Ability to act upon decision making.</li> <li>• Ability to work in an environment of change.</li> </ul>	<p>anaesthetic.</p> <ul style="list-style-type: none"> <li>• An understanding of the principles for using technology to support anaesthesia.</li> <li>• Appreciation of the Working Time Directive and its potential impact on the anaesthetic team.</li> <li>• Wider political knowledge of anaesthesia /associates and regulation.</li> </ul>
<b>OTHER SPECIFIC REQUIREMENT</b>	
<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<ul style="list-style-type: none"> <li>• Positive attitude toward change.</li> <li>• Willing to investigate something new.</li> <li>• Diplomatic.</li> <li>• Can act as an ambassador for the Anaesthesia Associate Programme.</li> <li>• Ability to work with direct/undirect supervision as part of a team.</li> <li>• Positive team member.</li> <li>• Excellent communication skills.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in teaching and mentoring others.</li> </ul>

