



Position Description

INDEX NUMBER: 125.02.2

DATE INITIATED: 7/14/93

DATE REVISED: 5/28/10

IDENTIFICATION:

Title: RN – Operating Room

Department: Patient Care Services

Reports To: OR Coordinator, CNO

Position Status: Hourly Exempt Non-Exempt

POSITION SUMMARY

Is an active member of the Operating Room team in providing quality preoperative and peri-operative care to the patient. Assumes the leadership role in supervisor's absence. Coordinates efforts of all the surgical team to expedite the surgical procedure with the highest quality of care for the patients.

DUTIES & RESPONSIBILITIES

1. Ability to supervise and direct patient care and personnel in a single operating room.
2. Identify the patient properly and check the completeness of the chart.
3. Report any changes in the patient's condition.
4. Participate in the planning and implementation of the patient care plan.
5. Administers medications and treatments as ordered by physicians and in keeping with the current clinical nursing practice and AORN standards.
6. Ensure proper technique and practices are maintained in the operating room.
7. Provide assistance to and anticipate the need of the operating practitioners, anesthesiologist, CRNA, and technologists as required.
8. Must be available to be "on call" to meet the needs of the operating room after hours. In order to accomplish this, the nurse must live within 20 minutes or 20 miles unless waived by Administration.
9. Be responsible for providing a safe environment for patient during the peri-operative period.
10. Assess OR suite continuously to ensure patient safety at all times. Have a thorough working knowledge of aseptic technique and it's application.
11. Identify needed supplies and equipment to prepare the room for the patient and the procedure. The procedure per physicians' preference cards. Test all electrical units to assure proper functioning. Inspect OR suite to determine it's readiness for case. Check with all surgical staff for procedure preparedness before getting patient.
12. Contact nurses on the medical unit and have the patient prepared for transfer to the operating room.
13. Assure that all pre-surgical activities are completed. Re-check items such as allergies and dentures. Identify the patient using accepted nursing practice (i.e., checking name band, asking patient, family or significant other to state patient's name and birth date)
14. Assure completion of the patient's chart, operating room records and charge sheets; Doctors orders.
15. Assess and meet the patient's physical, emotional and safety needs. Never leave a sedated patient alone.
16. Assist anesthetist as needed and stand by during the induction and intubation phases of anesthesia.
17. Assist in the positioning of the patient for surgery, keeping in mind safety needs. The position of an anesthetized patient should only be changed slowly and deliberately.
18. Prepare the operative site in the prescribed manner.
19. Assist the surgeon, assistant and technologists with gowning and assure that the room set-up meets their needs.
20. Do not leave the room unless replaced by another Circulating Nurse. Preparation of specimens, retrieval of extra supplies, cleaning and flashing instruments are the only exceptions.
21. Retrieve instruments, etc. which fall to the floor and wash and autoclave as necessary.
22. Keep the room neat and tidy. Remove items from the floor immediately. Maintain clear passageways to all parts of the room. Caution other members of the surgical team about slippery floors, etc.
23. Assure correct sponge and needle counts and participate in instrument monitoring.
24. Identify, label and dispatch specimens as appropriate.
25. Obtain and record medications which the provider administers during operative procedure.
26. If there is a break in surgical technique, bring it to the attention of the surgical team immediately and make the needed corrections.

27. Assist the nurse anesthetist in transporting the patient to the recovery room. If PACU staff is not available, start recovery of patients. Assist the recovery Nurse in the Post Anesthesia Care Unit as necessary
28. Assist with table and room clean-up following the operative procedure. After hours, or if the housekeeping department is not available, will need to help clean the OR suite.
29. Supervise and assist in sterilization, stocking and case care set-ups.
30. Keep the OR Coordinator notified of progress and changes in the OR.
31. Notify other staff of surgery schedule changes.
32. Assist in the orientation, training and education of personnel.
33. Teach and direct other personnel assigned to work under their direction.
34. Apply scientific principles in performing nursing procedures; knowledge of the rationale for nursing actions.
35. Participate in activities that will assist the department and hospital to provide ongoing improvement in patient care services.
36. Adhere to the Washington State Registered Nurse Practice Act and hospital's written policies and procedures.
37. Assist in other nursing areas when unoccupied in OR if requested by OR Coordinator.
38. Be trained in Procedural Sedation.
39. Be aware of AORN standards of practice and follow these standards of practice.
40. Will at all times report to shift on time, attired in a clean uniform and appropriate foot wear for patient care areas, closed toed, rubber based shoes only. Approved crocks.
41. A minimum of jewelry; not gaudy.
42. Name tag clearly displayed on uniform.
43. Hair neat, clean, simply styled, and not falling loosely about the face and neck.
44. No heavy or strong perfume.
45. No artificial nails are to be worn with direct patient care.
46. Other duties as requested or assigned.

QUALIFICATIONS

1. Must be registered to practice in the state of Washington and maintain current licensure.
2. Minimum twelve (12) months recent and relevant experience.
3. Must have certification in ACLS & PALS.
4. Current Healthcare Provider card.


LCCH HOSPITAL STANDARDS

1. Provides information and services that enhance others ability to acquire what they need in order to complete the task at hand. Shares information both when requested and when anticipating someone might have a need.
2. Is present and punctual for assigned work days, in compliance with the LCCH policy on attendance.
3. Collaborates willingly with others to meet goals (e.g. pitches in to help even when someone else is responsible for the job).
4. Participates openly and honestly, sharing opinions, knowledge and experience.
5. Addresses concerns of those impacted by a change or decision before taking action.
6. Complies with all LCCH policies and procedures.
7. Attends annual mandated in-services and maintains documentation of attendance.
8. Maintains and upgrades professional and technical competency in area of practice (through in-services, reading, continuing education or other methods and maintains documentation.
9. Maintains confidentiality of patient, customer and co-worker information.
10. Consistently maintains a calm and pleasant tone and appropriate demeanor with others.
11. Is attentive to others needs, concerns and ideas. Asks questions and summarizes to confirm understanding.
12. Addresses conflicts directly and promptly, focusing on problem-solving and a positive outcome. Does not blame or complain to others.
13. Values individuals and their diversity by creating and supporting a climate for success, as evidenced in peer feedback or self-reporting.
14. Consistently demonstrates flexibility by meeting the changing needs of the customer.
15. Manages time effectively to meet deadlines and commitments.
16. Proposes ideas for solving problems, improving processes or providing new services.
17. Demonstrates fiscal stewardship in the use of hospital resources

DISCLAIMER STATEMENT

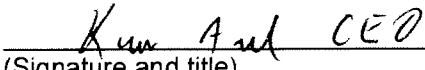
The above statements are intended to describe the general nature and level of work being performed. They are not intended to be an exhaustive list of all responsibilities, duties and skills required of personnel so classified, nor do they address the performance standards that must be maintained.

REVIEWED BY



(Signature and title)

ADMINISTRATIVE APPROVAL



(Signature and title)

EMPLOYEE:

I have read and understand the duties and responsibilities of this position. I have reviewed and agree to the contents of this position description and I am able to perform the job functions and meet the physical requirements without restriction(s):

Employee Signature

Date



PHYSICAL REQUIREMENTS ANALYSIS

Department: Patient Care Services

Job Title: RN-Operating Room

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Mark all responses using the following codes:

N = Never

O = Occasionally, represents 1 to 33% or 1 to 2 hour of an 8-hour workday

F = Frequently, represents 34 to 66% or 2.5 to 5.5 hours of an 8-hour workday

C = Continuously, represents 67 to 100% or 6 to 8 hours of an 8-hour workday

N	O	F	C	PHYSICAL ACTIVITY
			x	Walking
			x	Sitting/Standing
			x	Reaching: Shoulder height
			x	Above shoulder height
			x	Below shoulder height
		x		Climbing
		x		Pulling/Pushing: 25 pounds or less
		x		25 to 50 pounds
	x			Over 50 pounds
		x		Lifting: 25 pounds or less
		x		25 to 50 pounds
	x			Over 50 pounds
		x		Carrying: 25 pounds or less
		x		25 to 50 pounds
	x			Over 50 pounds
		x		Crawling/Kneeling
		x		Bending/Stooping/Crouching
		x		Twisting/Turning
		x		Repetitive Movement

PHYSICAL EXPOSURE: (mark where applicable with "X")

Unprotected heights _____

Lighting: Bright _____

Dim _____

Mechanical hazards x

Hazardous substances x

Infectious diseases x

Harmful physical agents:

Heat/Cold _____
 Noise x
 Ionizing/non-ionizing radiation not likely

ACCEPTABLE MINIMUM PHYSICAL ABILITY:

_____ Good x Correctable _____ Blind
 x Normal _____ Impaired _____ Deaf
 x Normal _____ Moderate Loss _____ Fair
 x Good _____ Fair _____ Mute
 x Good _____ Fair

Vision
Color Vision
Hearing
Manual Dexterity
Talking/Speech