

Position Description | CSSD Technician / Trainee

REPORTING

Reports To	Team Leader CSSD
Direct Reports	None

PURPOSE

To assist with the delivery process of sterile instruments and equipment for the Theatre Department.

ESSENTIAL SKILLS

- Hold or be prepared to work towards a sterilising Technology qualification
- Thorough and meticulous work habits
- Able to work independently
- Good communication and interpersonal skills
- A positive approach to working in a busy team
- Able to work under pressure
- Be able to work flexible rostered shifts including overtime

KEY RELATIONSHIPS

Internal	<ul style="list-style-type: none"> • Clinical Services Manager; CSSD Team Leader; CSSD Team; Theatre Coordinator; Clinical Resource Nurse; Theatre Nursing Staff
External	<ul style="list-style-type: none"> • Northland DHB CSSD; Northland Orthopaedic Centre CSSD; Loan Equipment Companies; Clinical Support Staff; Courier Drivers

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KEY ACCOUNTABILITIES

Sterilising	<ul style="list-style-type: none"> • Cleaning, packing and sterilising of surgical instruments and Endoscopy equipment following NZ Sterilising Standards and Kensington Hospital Policies and Procedures. • Checking in, packing and arranging delivery of 'loan' equipment from Surgical Companies and Whangarei Base Hospital.
Service & Relationships	<ul style="list-style-type: none"> • Develops and promotes positive working relationships with all internal and external stakeholders. • Liaise effectively and constructively with attending specialists, Company Representatives and nursing staff.
Health and Safety	<ul style="list-style-type: none"> • Maintain a safe and appropriate work environment, engage in safe workplace practices, and manage health and safety for reporting staff and others. Report accidents, risks and incidents as they arise.
General	<ul style="list-style-type: none"> • Actively seeks learning opportunities to ensure knowledge and skills are continually evolving in line with current best practice. • Upholds and promotes the Company values, house rules, policies and procedures. • Recognises and respects cultural differences and the application of Te Tiriti o Waitangi principles with the intent of enabling access and improving health outcomes for Māori and Pacific Island patients, and increasing cultural diversity within our workforce. • Ensure compliance with the Privacy Act and Privacy policy. • Be proactive in recommending quality improvement initiatives.
Personal Development	<ul style="list-style-type: none"> • Accepts responsibility for, and takes part in ongoing education and professional development relevant to their position. • Demonstrates professional accountability in attending all mandatory education as required by Kensington Private Hospital. • To become a registered technician with the NZSSA.

DELEGATED AUTHORITIES

- None

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