



# Provincial Job Description

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**TITLE:** (037) Operating Room Technician/LPN      **PAY BAND:** 17

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**FOR FACILITY USE:**

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**SUMMARY OF DUTIES:**

Provides nursing care during the pre-operative, operative and post-operative phases of care.

**QUALIFICATIONS:**

- ◆ Licensed Practical Nursing diploma plus Perioperative Nursing/Licensed Practical Nurse Advanced certificate
  - ◆ Licensed with the College of Licensed Practical Nurses of Saskatchewan with Perioperative Care Specialty endorsement

**KNOWLEDGE, SKILLS & ABILITIES:**

- ◆ Basic computer skills
- ◆ Interpersonal skills
- ◆ Organizational skills
- ◆ Communication skills
- ◆ Ability to work independently and as a member of a multi-disciplinary team

**EXPERIENCE:**

- ◆ Previous: No previous experience.

## ***KEY ACTIVITIES:***

### **A. Scrub 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 consent/identification, allergies, site of surgery).
- ◆ Prepares patient for surgery (e.g., drapes).
- ◆ 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 and anticipates the needs of the surgeon (e.g., holds retractors, cuts sutures, cauterizes, irrigates, applies dressings, secures drain sites).
- ◆ Observes and monitors patient condition throughout surgery.

### **B. Circulating / Anesthetic 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 consent/identification, allergies, site of surgery).
- ◆ Opens sterile bundles for the scrub nurse.
- ◆ Sets up/connects accessory equipment to the patient (e.g., tourniquet, cautery and irrigation, blood pressure cuff, monitor leads).
- ◆ Obtains medications for surgical staff and ensures accurate accounting (e.g., narcotics).
- ◆ Documents specimens, counts of equipment (e.g., instruments, sponges, sharps) and medications used to operative site.
- ◆ Documents and charts operative cases.
- ◆ Observes, monitors and documents patient condition throughout surgery.
- ◆ Initiates, administers and maintains and documents intravenous therapy (e.g., flow rate, site integrity).
- ◆ Provides supplies and assists the Anesthetist with procedures (e.g., Central Venous/arterial lines, epidural, spinal).
- ◆ Processes specimens (e.g., labeling, type of test).
- ◆ Ensures accurate counts of equipment (e.g., instruments, sponges, sharps) prior to, during and after surgery.

**B. Circulating / Anesthetic Role (cont'd)**

- ◆ Communicates adverse events during surgery and takes appropriate action(s).
- ◆ Responds to the need for additional supplies and equipment (e.g., blood and blood products, plates, screws, lenses).
- ◆ Assists with complicated dressings (e.g., Vac dressings, diabetic ulcer dressings).
- ◆ Ensures sterile technique/field during the operative procedure.

**C. Related Key Work Activities**

- ◆ Assists with the transfer of patients (e.g., Post-Anesthetic Care Unit).
- ◆ Provides patient post-operative care and teaching.
- ◆ Troubleshoots equipment that breaks down or seeks assistance.
- ◆ Ensures coordination of surgical list of surgical procedure.
- ◆ Re-stocks (e.g., anesthetic cart).
- ◆ 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.
- ◆ Answers phones, takes messages, photocopies/faxes physician orders and reports.

*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.*

*Validating Signatures:*

*CUPE:*

*SEIU:*

*SGEU:*

*SAHO:*

*Revision Date: March 16, 2023*