



## Position Description

<b>Position title:</b>	Peri-Anaesthesia Services Manager	<b>Date:</b>	April 2025
<b>Reports to:</b>	General Manager	<b>Department:</b>	Peri-Anaesthesia
<b>Number of reports:</b>	Direct: 2 Total (include indirect): ~15	<b>Location:</b>	New Plymouth
<b>Delegated financial authority:</b>	Yes	<b>Budget ownership:</b>	Yes
<b>Level of influence:</b>	Leading others		

## Our Organisation

At Southern Cross Healthcare, our vision is to help people live their best lives by reimagining healthcare.

Across our nationwide network, we combine the skills of more than 4,000 people including nurses and anaesthetic technicians, working with specialists, surgeons, anaesthetists, and allied health practitioners.

As New Zealand's largest private provider of healthcare, our strong "for purpose ethos" and through being recognised as one of New Zealand's leading and most trusted brands, we are poised to amplify the delivery of healthcare services like no other.

Vision	Purpose
Our vision is for what we aspire.  <b>To help people live their best lives by reimagining healthcare.</b>	Our purpose is why we exist.  <b>To advance the provision of quality healthcare in Aotearoa New Zealand.</b>

## Values and Behaviours

**Teamwork:** We will work together because we know that a strong team will always outperform strong individuals.

**Responsibility:** We will take ownership and pride in our work. We will act with integrity and be accountable for our behaviour.

**Respect:** We will act fairly in a culture of mutual trust and respect.

**Aspiration:** We will aspire to be the best we can be. We will recognise and celebrate success.

## Role Purpose

The purpose of this role is to deliver and guide secure, appropriate, and high-quality nursing care that is both cost-effective and aligns with the patient's needs, medical staff requirements, and the overall business objectives, while adhering to relevant legislation.

As a leader within the Perianaesthesia team, the role entails exemplifying leadership to ensure an elevated standard of care for all patients. This involves contributing to the quality and continuity of patient care through efficient workload management and fostering teamwork. Additionally, the role focuses on optimising the utilisation of Perianaesthesia resources, minimising waste through strategic planning and coordination with the management team. Positive relationships with Medical Specialists are cultivated to exceed their care expectations.

Furthermore, the role involves providing clinical leadership to staff, extending clinical leadership presence across the service, and ensuring the delivery of safe, effective, and efficient patient-centred nursing care. Encouraging the personal development of advanced clinical skills is also a key aspect of the role.

## Key Relationships

### Internal

- General Manager
- Clinical Operations Manager
- Other Clinical Staff
- Department Managers
- Hospital Support Staff
- Medical Specialists
- Registered Nurses
- Chief Nurse Advisor (for professional nursing)

### External

- Southern Cross and JV PACU Nurse Managers
- Visiting Contractors
- Relatives
- Patients Visitors

## **Key Accountabilities**

### **Professional Responsibility**

- Leads the team, communicates expectations and agrees upon goals, provides ongoing feedback and coaching and objectively evaluates performance.
- Accepts responsibility for ensuring that nursing practice and conduct meet the standards of the professional, ethical and relevant legislated requirements.
- Promotes an environment that enables patient safety, independence, quality of life and health
- Practices nursing in a manner that the patient determines as being culturally safe.
- Demonstrate proficient clinical skills and supports the development of other staff to reach proficiency in peri-operative practice. Available as a clinical resource to all staff.
- Champions Southern Cross' PDRP programme.
- Demonstrates the ability to apply the principles of the Treaty of Waitangi/ Te Tiriti o Waitangi to nursing practice.

### **Management of Nursing Care**

- Undertakes and role models comprehensive and accurate nursing assessment of patients within the Perianaesthesia setting
- Understands the commercial environment of the service. Clinical supplies are ordered in a manner which optimizes utilization by forecasting clinical need and minimizing waste. Ensure clinical supply costs are recovered
- Promotes an environment that reflects upon, and evaluates the effectiveness of nursing care
- Promotes an environment that contributes to ongoing demonstration and evaluation of competencies
- Promotes a quality practice environment that supports nurses' abilities to provide safe, effective and ethical nursing practice
- Assists with the establishment and maintenance of the area budget. Monitors and reports variances accordingly
- Ensures documentation is accurate and maintains confidentiality of information
- Acts appropriately to protect oneself and others when faced with unexpected patient responses, confrontation, personal threat or other crisis situations
- Ensures staff provides health education appropriate to the needs of the patient within a nursing framework
- Promotes a practice environment that encourages learning and evidence-based practice
- Participates in professional activities to keep abreast of current trends and issues in nursing
- Provides timely and professional feedback to staff, both positive and constructive
- Ensures all staff receives minimally yearly performance appraisals in line with the Southern Cross policy

### **Interpersonal Relationships**

- Establishes, maintains and concludes therapeutic interpersonal relationships with patients
- Establishes and maintain effective professional working relationships with all members of the healthcare team Forms and maintains collegial relationships with medical specialists
- Communicates effectively with patients and their families/whanau
- Incorporates Southern Cross Hospitals Ltd's values in everyday practice and action

### **Quality, Safety and Risk Management**

- Participates in quality improvement activities to monitor and improve standards of nursing
- Monitors quality and device systems to support continuous improvement
- Ensures incidents are reported and documented and follow-up occurs ("closing the loop")
- Ensures all equipment is maintained and serviced as recommended by manufacturers. Liaises with Facility Manager over cleaning, any building defects or planned maintenance

- Ensures the department/unit continues to meet HDSS standards (certification) and is actively involved in the certification process
- Responsible for the operational implementation of health and safety system, ensuring compliance with all relevant legislation and promoting health and safety knowledge and initiatives from team
- Contributes to the minimization of risk to staff, patients, medical specialists and the organization by:
  - ensuring compliance with relevant patient related legislation
  - adhering to Southern Cross policies and procedures
  - reporting incidents or near misses when they occur, provides feedback and a corrective action plan as required, and
  - contributing to the implementation of improvement strategies

#### **Interprofessional Healthcare and Quality**

- Collaborates and participates with colleagues and members of the healthcare team to facilitate and co-ordinate care.
- Recognises and values the roles and skills of all members of the health care team in the delivery of care.

#### **Health, Safety and Wellbeing**

- All employees are responsible for complying with health and safety policies and procedures.
- You are responsible for your own health and safety while at work and ensuring that your actions or inactions do not put others at risk.
- Identify, report and self-manage hazards where appropriate.
- Ensure that you complete early and accurate reporting of incidents at work.
- Participate and co-operate for shared health and safety responsibilities
- Actively participate where improvements to health and safety at SCHL can be made

#### **Commitment to the principles of Te Tiriti o Waitangi**

- Demonstrate awareness and understanding of Te Tiriti o Waitangi obligations through manaakitanga (respect) and kawa whakaruruhau (cultural safety) as evidenced in interpersonal relationships.

#### **Commitment to Diversity, Equity and Inclusion (DEI)**

- Honour diversity by acknowledging and respecting others' spiritual beliefs, cultural practices and lifestyle choices as evidenced in interpersonal relationships.
- Seek opportunities to include diversity, equity and inclusion practices in everyday work.

#### **Commitment to Environment, Social and Governance (ESG)**

- Engage in sustainable practices whenever possible. Try to reduce the environmental impact of your work and take an active role to initiate change to meet Southern Cross' ESG (Environmental, Social and Governance) commitments.
- Actively engage to improve your knowledge regarding sustainable practices whenever possible.

## Role Requirements

### Experience and skills required:

- Minimum 5 years Leadership Experience
- Minimum 5 years of clinical experience.
- Proven leadership experience and ability in operational management within a hospital environment

### Experience and skills desirable:

- Private health experience
- Team building and delegation skills.
- Management of budgets
- Conflict resolution experience

### Education and qualifications required:

- Registered Nurse in NZ with current practicing certificate
- PDRP Level 4 (Expert)
- A tertiary qualification in nursing, management or related discipline
- Postgraduate certificate in related discipline

### Education and qualifications desirable:

- Postgraduate diploma in related discipline

## Leadership Attributes

### Human Centred Leadership

- Empathy
- Adaptability
- Connection

### Performance Coach

- Accountability
- Engagement
- Collaboration

### Change Enabler

- Execution
- Energy
- Contribution