



ORIENTATION DOCUMENT

Name:

Registered Anaesthetic Technician

This document is an assessment tool for Qualified Anaesthetic Technicians who are being orientated into a new department.

The completion of the following documentation ensures a safe and comprehensive orientation programme into a new clinical environment.

Note:

If any of the assessments cannot be completed due to equipment not present in your hospital or procedures are not carried out in your hospital then a discussion to demonstrate understanding is acceptable.

Contents

- Self Assessment
- Machine Check
- Clinical Skills
- Theoretical
 - Advanced anaesthetic knowledge and Crisis management
 - Pharmacy
 - Equipment
 - Airway management
 - Fluid management

Self Assessment

A self-assessment form is to be completed by the Anaesthetic Technician, highlighting clinical experience and any continuing education opportunities they may wish to attain in the future

Machine Check Assessment

The Reg. A/T has successfully completed the Orientation Machine Check and clinical skills assessment following the Guideline for Machine Testing (as per NZATS guidelines) and Departmental Guidelines. This assessment must be completed by the Educator and/or Charge Technician, or appropriately qualified anaesthetic technician (AUT National Examiner or Work Place Assessor - WPA).

Clinical and Technical

Clearly stated clinical and technical skills must be assessed by the Charge Registered Anaesthetic Technician and/or Educator of the hospital where the Reg. A/T is employed.

Please indicate the position of the assessor if the assessments are not completed by a Charge Technician.

Theoretical

Clearly stated clinical and technical skills must be assessed by the Charge Registered Anaesthetic Technician and/or Educator of the hospital where the Reg. A/T is employed.

Please indicate the position of the assessor if the assessments are not completed by a Charge Technician.

Name of hospital:

Date of employment: Date of Assessment:

1. Self Assessment Section

Machine Check Assessment

Do you feel competent to check the anaesthetic machine/s to NZATS' guidelines and rectify faults?
Yes / No
Comments:

Airway Management	Yes	No
Are you confident in assisting with the following: <ul style="list-style-type: none"> ➤ Insertion of all airway adjuncts available in your hospital ➤ Rapid sequence induction ➤ Difficult intubation ➤ Preparation and management of Invasive airways 		

Technical Skills	Yes	No
Are you confident setting up the following monitor displays? <ul style="list-style-type: none"> ➤ CVP ➤ Arterial ➤ Entropy/BIS ➤ Temperature 		

Are you familiar with troubleshooting vaporiser faults?

Are you familiar with the functions and components of the Defibrillator?

If available, can you set up and troubleshoot the Sossosite machine?

Are you confident using the following equipment <ul style="list-style-type: none"> ➤ ISTAT ➤ Glucometer ➤ Blood gas machine 		
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Can you readily find the location of:	Yes	No
<ul style="list-style-type: none"> ➤ Ice and cold IV solutions ➤ Tracheostomy Tubes ➤ Chest drain equipment ➤ Emergency Trolley ➤ Difficult Intubation Trolley ➤ Latex Allergy equipment ➤ Malignant Hyperthermia equipment ➤ Intralipid solutions ➤ Fire alarms and display units ➤ Fire extinguishers and/or blankets ➤ Bulk gas display panel and/or Guages 		

Paediatrics	Yes	No
Are you confident in assisting the anaesthetist in paediatric Anaesthesia?		
Identify correct ET Tube and LMA sizes		
Securing arterial and IV lines		
Maintaining an airway		
Preparing IV lines and/or pumps as per hospital protocol		

Patient Transport	Yes	No
Are you familiar with the internal and/or external patient transport and transfer processes?		
Are you familiar with the transport ventilator and monitors?		
Can you identify the location of the transport suction units and confidently operate the units?		
Can you identify the contents of the transport kit?		
Professional Development	Yes	No
Have you completed the following hospital competencies: <ul style="list-style-type: none"> ➤ Intravenous Cannulation ➤ Fire and Disaster ➤ Cultural Safety 		
Have you completed a Professional Development Portfolio?		
Are there any clinical areas you would like an opportunity for continuing education? If yes please state:		

2. Clinical Assessment

The following sections are to be completed by a Charge Registered Anaesthetic Technician and/or Educator/WPA

Machine check	Yes	No
The Reg. A/T has passed a Level 2 and Level 3 machine check assessment according to NZATS guidelines		
The Reg. A/T can identify and rectify faults in the anaesthetic machine		
The Reg. A/T demonstrates appropriate cleaning of the anaesthetic machine and equipment between each case and at the end of the operating list		
Airway	Yes	No
The Reg. A/T demonstrates the following skills: <ul style="list-style-type: none">➤ Bag/mask ventilation➤ Jaw thrust➤ Cricoid pressure➤ BURP		
The Reg. A/T expertly assists and prepares for the following: <ul style="list-style-type: none">➤ Guedal and Nasopharyngeal airway insertion➤ LMA insertion/removal➤ Intubation➤ Extubation➤ Rapid Sequence Induction➤ Extubation of Rapid Sequence Induction patients➤ Invasive airway preparation		
Technical Skills	Yes	No
The Reg. A/T prepares and understands the benefits and complications of: <ul style="list-style-type: none">➤ IV lines➤ Standard➤ Warmers➤ Rapid Infusion Devices		
The Reg. A/T prepares arterial / CVP lines including the setting up of the monitor and zeroing of each transducer		
The Reg. A/T demonstrates the use and care of the following equipment: <ul style="list-style-type: none">➤ Sonosite machine➤ Defibrillator➤ Fibre optic scopes➤ Point of Care Equipment:<ul style="list-style-type: none">○ ISTAT○ Glucometer○ Blood gas machine		

Equipment use and care	Yes	No
<p>The Reg. A/T demonstrates knowledge of anaesthetic equipment and practices according to hospital and NZATS standards and completes the following tasks:</p> <ul style="list-style-type: none"> ➤ Timely preparation of appropriate equipment ➤ Application of monitoring ➤ Appropriate cleaning and correct disposal of equipment at the end of the procedure ➤ Checking and troubleshooting ➤ Restocking 		
Regional	Yes	No
<p>The Reg. A/T prepares and demonstrates an understanding of:</p> <ul style="list-style-type: none"> ➤ Patient positioning ➤ Psychological support to the patient and communication with inter-disciplinary team to ensure dignity and safety of the patient is maintained. ➤ Timely preparation of appropriate equipment and drugs required ➤ Timely application of monitoring and baseline reading taken ➤ IV Equipment ➤ Sterile Technique ➤ The correct use of the nerve stimulator ➤ Correct disposal and cleaning sequence ➤ Potential complications of Regional Anaesthesia 		
Paediatrics	Yes	No
<p>The Reg. A/T prepares and demonstrates an understanding of:</p> <ul style="list-style-type: none"> ➤ Fluid management ➤ Ventilation ➤ Gas induction ➤ Airway management – tube sizes 		
<ul style="list-style-type: none"> ➤ The Reg. A/T discusses Major anatomical differences in paediatrics that affect anaesthesia 		

3. Theoretical Knowledge

General Knowledge	Yes	No
<p>The Registered Anaesthetic Technician identifies actions for management of:-</p> <ul style="list-style-type: none"> ➤ Hypoxia ➤ Hypotension ➤ Hypertension ➤ AF, VF and VT ➤ Hypothermia 		
<p>The presentation and management of:</p> <ul style="list-style-type: none"> ➤ Cardiac arrest ➤ Anaphylaxis ➤ Local Toxicity ➤ Malignant Hyperthermia 		
<p>The pre operative Check in and the importance of:</p> <ul style="list-style-type: none"> ➤ Informed consent ➤ Handing over ➤ Information required from patient ➤ Correct completion of Documentation 		
Equipment	Yes	No
<p><u>Gas cylinders</u></p> <ul style="list-style-type: none"> ➤ Can correctly identify the colour coding for oxygen, nitrous oxide and medical air ➤ Can change an empty cylinder on the Anaesthetic machine ➤ Can correctly identify and change a faulty bodok seal 		
Airway Knowledge	Yes	No
<p>Discusses actions for</p> <ul style="list-style-type: none"> ➤ Identified difficult Airway ➤ can ventilate/can't intubate ➤ Difficult to ventilate/can't intubate ➤ Can't ventilate/can't intubate ➤ Role and types of LMA for DI algorithms 		
<p>Identifies features of, and actions for the following emergence complications:</p> <ul style="list-style-type: none"> ➤ Obstructed airway ➤ Slow to wake ➤ Incomplete reversal ➤ Laryngospasm 		
Pharmacy	Yes	No
<p>Discusses the use of ,storage of and legal responsibilities for:</p> <ul style="list-style-type: none"> ➤ Opioids ➤ NM Blockers/reversals ➤ Local Anaesthetics ➤ Induction agents ➤ Vasopressors 		

Fluid Management	Yes	No
<u>Fluid balance management</u> Discuss the benefits, hazards and use of: <ul style="list-style-type: none"> ➤ Crystalloids ➤ Colloids ➤ Hypertonic solutions ➤ Hypotonic solutions ➤ Isotonic solutions 		
Discusses the presentation and management of fluid overloading		
Blood Products	Yes	No
Collects blood specimens safely		
Discusses the process for organising emergency cross match sample to blood bank during office hours and after hours		
Checks blood for transfusion following hospital protocol		
Discusses actions taken when incorrect blood units/types are identified		
Discusses the presentation of blood transfusion reaction		
Discusses the action for resuscitation of blood transfusion reaction		

Has the Reg. A/T completed the Hospital Intravenous Cannulation Theoretical and Competency based Audit? Comments:	Yes	No
Has the Reg. A/T completed Advanced Cardiac Life Support Level 6? Comments:	Yes	No

<u>Charge Reg. AT Signature</u>
<u>Educator/WPA Signature</u>
<u>Candidates Signature</u>

On completion of this document give one copy to the orientated Registered Anaesthetic Technician and keep one on file for Charge Registered Anaesthetic Technician for professional development records.