

Position Description | Te whakaturanga ō mahi

Title	Simulation Technician		
Reports to	Practice Development Unit (Otago) Nurse Manager		
Location	Dunedin		
Department	Practice Development Unit (Otago)		
Direct Reports		Total FTE	1.0
Date	27/09/2024		
Job band (indicative)	PSA Allied Health & Technical Multi Employer Collective Agreement		

Health New Zealand | Te Whatu Ora

The Health System in Aotearoa is entering a period of transformation as we implement the Pae Ora/Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

We want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

1. The health system will reinforce Te Tiriti principles and obligations.
2. All people will be able to access a comprehensive range of support in their local communities to help them stay well.
3. Everyone will have equal access to high quality emergency and specialist care when they need it.
4. Digital services will provide more people the care they need in their homes and communities.
5. Health and care workers will be valued and well-trained for the future health system.

In order to guide the culture, values, and behaviour expected of the health sector, Health New Te Mauri o Rongo provides common values, principles and behaviours through four Pou, to guide health entities and their workers, enabling a cultural transformation of the health sector. Te Mauri o Rongo fundamentally upholds a key system shift of the New Zealand health reforms to reinforce and embrace Te Tiriti and our obligations to it.

The pou are a platform and a foundation to empower a culture transformation, every person is guided to align themselves to the pou and enact the values and behaviours that the pou represent. Employers and employees are expected to uphold Te Mauri o Rongo in their work and environments as part of our commitment to achieving Pae Ora (healthy futures) for all.

It is fundamental that the four Pou of Te Mauri o Rongo are upheld by the health entities and their workforce.

Wairuatanga	The ability to work with heart and spirit	<i>“When we come to work, we are able and supported by others to be our whole selves. When we return home we are fulfilled”.</i>
Rangatiratanga	Identifying, supporting and establishing leaders at all levels to serve, guide and inspire	<i>“As organisations we support our people to lead. We will know our people; we will grow those around us and be accountable with them in contributing to Pae Ora for all”</i>
Whanaungatanga	We are a team of teams working together, providing each other with a sense of belonging	<i>“Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe. Together we are whānaunga, we are the workforce - kaimahi hauora”</i>
Te Korowai Manaaki	Seeks to embrace, support and protect the workforce	<i>“The wearer of the cloak has responsibility to act/embody those values and behaviours”</i>

About the role

The primary purpose of the role is:

The primary purpose of the role is to support the logistical aspects of clinical training including clinical simulation. This role is integral to the smooth operation of the Otago Clinical Skills Lab and Simulation Education at Dunedin Hospital

Key Result Area	Expected Outcomes / Performance Indicators – Position Specific
Otago Clinical Skills Lab Responsibilities	<ul style="list-style-type: none"> • Work with cleaning staff to ensure facility is kept clean, neat and tidy at all times • Prepare/ re-configure training rooms for scheduled training • Change linen on electric plinths and beds in training rooms as required
Technical Proficiency	<ul style="list-style-type: none"> • Develop a good working knowledge of clinical and training equipment (including skills trainers and full body manikins). • Assist the Simulation Education team with preparation and technical support for the needs of Southern Simulation service • Prepare audio-visual, IT and medical electrical equipment for training activities • Develop simulation moulage proficiency • Provide technical support during simulation scenarios as required • Programme simulation scenarios on manikin computers or tablets and test/validate these scenarios prior to scheduled training • Develop technical proficiency to perform basic and preventative maintenance on full body manikins and specific task trainers
Training Equipment Responsibilities (Including medical)	<ul style="list-style-type: none"> • Ensure all training equipment is clean and fully operational before training as per manufacturer’s guidelines • Ensure batteries are fully charged in all medical electrical devices and manikins before training

<p>electrical devices full body manikins; task trainers)</p>	<ul style="list-style-type: none"> • Replace manikin and task trainer consumables as required • Inspect all equipment after training for faults or damage • Ensure all training equipment is stored safely in the OSCL as per occupational health and safety guidelines • Perform/ arrange preventative maintenance on all training equipment as per manufacturer’s recommendations • Deliver and collect or manage the collection and safe return of all training equipment used off-site
<p>Stock Management (Including medical and manikin consumables; Medications; Medical Gases)</p>	<ul style="list-style-type: none"> • Maintain storeroom stock levels of medical and manikin consumables, medications and medical gases to support scheduled training • Ensure that all stock is stored as per legal and occupational health and safety guidelines • Replace all consumables, medications and medical gas cylinders in resuscitation/ emergency trolleys, procedure trolleys and in permanent storage locations in the OSCL
<p>Administrative Responsibilities</p>	<ul style="list-style-type: none"> • Assist Simulation Educators with basic administration functions • Manage training equipment bookings • Maintain Simulation Service asset register • Develop packing/contents lists for all training packs leaving the OSCL and update these lists as required • Order all required stock through the online procurement system • Raise IT tickets and facility maintenance requests as required • Conduct monthly health and safety inspections in the OSCL
<p>General Responsibilities</p>	<ul style="list-style-type: none"> • Develop and deliver basic technical workshops for clinical educators e.g. equipment use • Fulfil role as health and safety representative for the OSCL • Demonstrate and promote responsible waste management in the OSCL

Key Result Area	Expected Outcomes / Performance Indicators – All Te Whatu Ora Leaders
Te Tiriti o Waitangi	<ul style="list-style-type: none"> • Remains focused on the pursuit of Māori health gain as well as achieving equitable health outcomes for Māori • Supports tangata whenua- and mana whenua-led change to deliver mana motuhake and Māori self-determination in the design, delivery and monitoring of health care • Actively supports kaimahi Māori by improving attraction, recruitment, retention, development, and leadership
Equity	<ul style="list-style-type: none"> • Commits to helping all people achieve equitable health outcomes • Demonstrates awareness of colonisation and power relationships • Demonstrates critical consciousness and on-going self-reflection and self-awareness in terms of the impact of their own culture on interactions and service delivery • Willingness to personally take a stand for equity • Supports Māori-led and Pacific-led responses
Digital	<ul style="list-style-type: none"> • Supports digital tools that foster organisational effectiveness
Resilient services	<ul style="list-style-type: none"> • Demonstrates performance improvement and efficiency • Supports the implementation of agreed continuous improvement initiatives
Innovation & Improvement	<ul style="list-style-type: none"> • Be open to new ideas and create a culture where individuals at all levels bring their ideas on how to 'do it better' to the table • Model an agile approach –tries new approaches, learns quickly, adapts fast • Develops and maintains appropriate external networks to support current knowledge of leading practices
Collaboration and Relationship Management	<ul style="list-style-type: none"> • Models good team player behaviour, working with colleagues to not allow silo thinking and behaviour at decision making level to get in the way of doing our best and collegially supports others to do the same
Health & safety	<ul style="list-style-type: none"> • Takes responsibility in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives • Taking all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes • Lead, champion, and promote continual improvement in health and wellbeing to create a healthy and safe culture

Compliance and Risk	<ul style="list-style-type: none"> • Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place • Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit • Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware
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Matters which must be referred to the Simulation Service Operations Manager

- Clinical quality, safety or risk concerns identified during simulation activities
- Situations that place patients, staff or yourself at significant risk without support
- Health & safety concerns (general concerns; facility and/or training-related)

Relationships

External	Internal
<ul style="list-style-type: none"> • Other NZ Clinical educators and simulation role players • Simulation Teams and clinical training centres nationally and internationally • External training providers • New Zealand Association for Simulation in Healthcare (NZASH) • New Zealand Resuscitation Council (NZRC) • Training equipment suppliers 	<ul style="list-style-type: none"> • Multidisciplinary clinical teams • Southern Simulation Educators • Practice Development Unit • OCSL Director and Coordinator • Nurse educators and clinical coaches • Quality, Safety & Risk Portfolio teams • Occupational Health & Safety (OHS) • Facilities & Development • Clinical Engineering • Procurement & Supply Chain Services • Information Technology (IT) Services • Communications team • Pharmacy services • Waste services • Security services • Medical gas services • Cleaning services

About you – to succeed in this role

You will have

Essential:

- A keen interest in clinical education
- A desire to work in a hospital, but not necessarily in a clinical role
- A commitment to biculturalism
- A commitment to achieving equitable outcomes for Māori
- The physical ability to perform tasks associated with the role
- No problem 'mucking in' and getting your hands dirty

Desired:

- Health or technical- related qualification e.g. Healthcare Assistant
- Attended formal simulation technician training
- Previous simulation technician experience or experience supporting clinical education activities
- Previous stores or logistics experience in a healthcare setting e.g. ward supporter role
- Experience working in a large hospital or clinic
- Medical device knowledge
- Medical simulator expertise e.g. Laerdal range of training products including full-body simulators
- Technical skills and a working knowledge of common hand tools
- A good working knowledge of Information Technology (IT) and audio-visual (AV) equipment and systems
- Knowledge of quality improvement processes and principles
- Occupational Health & Safety experience

You will be able

Essential:

- Frequently move training furniture (tables, chairs, beds, trolleys)
- Frequently lift and move training equipment including full body manikins
- Engage in work requiring frequent standing, stooping and bending
- Engage in work requiring frequent reaching and grasping of objects above, at and below shoulder level
- Demonstrate an understanding of the significance of and obligations under
- Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in your role
- Demonstrate technical skills and an advanced level of technical expertise.
- Demonstrate the ability to work collaboratively in a team environment.
- Demonstrate computer literacy in Microsoft Office and applications relevant to your role
- Demonstrate excellent self-management and organisational skills.
- Demonstrate an ability to facilitate and manage change locally

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

Acknowledged / Accepted

Employee

Date

Manager

Date