

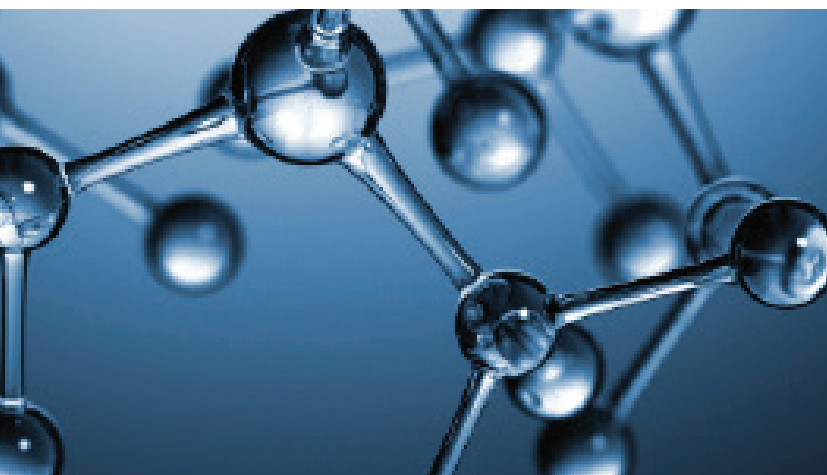


**MEDICAL SCIENCES COUNCIL  
OF NEW ZEALAND**

TE KAUNIHERA PŪTAIAO HAUORA O AOTEAROA

# WORKING UNDER SUPERVISION

A GUIDE FOR ANAESTHETIC TECHNICIANS WORKING  
UNDER SUPERVISION, AND THEIR SUPERVISORS.



*Anaesthetic Technicians*

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## *Working Under Supervision:*

*A guide for anaesthetic technician's working under supervision,  
and their supervisors.*

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## WORKING UNDER SUPERVISION

Under the Health Practitioners Competence Assurance Act 2003 (the Act) the Medical Sciences Council (the Council) can place a condition on a practitioner's scope of practice that will ensure they are competent to practise. This can include:

*A condition that the applicant practise subject to the supervision of one or more nominated health practitioners or health practitioners of a stated class (Section 22 [3] [a])*

Appropriate supervision provides assurance to the Council and the New Zealand public that a practitioner's practice is safe and does not pose a risk of harm to the public.

*This booklet sets out the principles and procedures essential for safe and effective supervision.*

*Supervision from a registered AT who is off-site is not permissible.*

The level of supervision can decrease as the trainee becomes increasingly knowledgeable and competent. The Council expects registered AT to provide supervision to trainee AT within the following framework:

*Registered anaesthetic technicians providing supervision must hold a current practising certificate.*

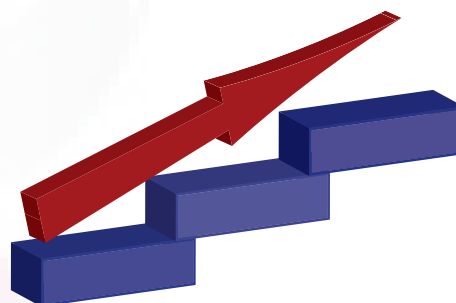
*This excludes holders of interim practising certificates or practising certificates that include conditions.*





## THE SUPERVISION LEVELS

Level of Supervision	Requirements
<b>One</b> <b>Direct Supervision</b>	<p>Trainees must be directly supervised by a registered AT at all times.</p> <p>For Trainees who have completed the Auckland University of Technology paper Anaesthesia 1:-</p> <ul style="list-style-type: none"><li>✓ A pass in the Anaesthesia 1 paper</li><li>✓ A minimum clinical training time of 460 hours</li><li>✓ An “in house” assessment of competency which must include a self-assessment and competent demonstration of the NZATS Level Two and Level Three anaesthetic machine check</li><li>✓ Verbal and written feedback is provided to the Trainee.</li></ul> <p>The training hospital must have validated documentation to support a trainee's progression to Level 2 supervision.</p>
<b>Two</b> <b>Supervision by a Registered Anaesthetic Technician (Indirect)</b>	<p>A registered anaesthetic technician must be available to give immediate practical assistance/advice at any time to trainees who are in an anaesthetising location.</p> <p>The registered anaesthetic technician must be conversant with the supervisee's caseload and experience.</p> <p>The ratio of supervisees to registered anaesthetic technician must not exceed 2:1 on each duty.</p> <p>The hospital must have validated documentation to support a supervisee's progression to Level 3 supervision.</p>
<b>Three</b> <b>Supervision</b>	<p>The supervising anaesthetic technician is available in the hospital but is not exclusively available for a specific supervisee.</p>





## TRAINEE ANAESTHETIC TECHNICIANS

The Council reviewed the requirements for supervision of Trainee AT's enrolled in the Diploma of Applied Science (Anaesthetic Technology) qualification and registered nurses enrolled in the Graduate Certificate of Anaesthetic Technology qualification whilst employed in Medical Sciences Council accredited training hospitals.

### REGULATION REQUIREMENTS

As Trainee AT's are not registered it is important their care of patients is at all times supervised by a registered AT. Training hospitals have a duty to the public, the trainees and their supervisors that they have a robust system in place to ensure the safety of the public. Trainees must never be put in a situation that compromises patient or trainee well-being.

The differing requirements for Registered Nurses enrolled in the Graduate Certificate of Anaesthetic Technology reflects the previous experience of these nurses in a similar environment and that this group already hold registration with the Nursing Council and are under the legal obligations required of a registered health practitioner.

### *Transition from Level 1 to Level 2 supervision for Trainee Anaesthetic Technicians enrolled in the Diploma of Applied Science (Anaesthetic Technology)*

#### MANDATORY MINIMUM REQUIREMENTS

For Trainees who have completed the Auckland University of Technology paper Anaesthesia 1:-

- ✓ A pass in the Anaesthesia 1 paper
- ✓ A minimum clinical training time of 460 hours
- ✓ An "in house" assessment of competency which must include a self-assessment and competent demonstration of the NZATS Level Two and Level Three anaesthetic machine check
- ✓ Verbal and written feedback is provided to the Trainee.



## SUPERVISION GUIDELINES

For Trainees who have NOT completed the Auckland University of Technology paper Anaesthesia 1:-

- ✓ A minimum training time of 920 hours
- ✓ An “in house” assessment of competency which must include a self-assessment and competent demonstration of the NZATS Level Two and Level Three anaesthetic machine check.
- ✓ Verbal and written feedback is provided to the Trainee.

There must be evidence that the trainee has received formal lectures on

- ★ Infection Prevention and Control
- ★ Health and Safety in the work place
- ★ Principles of anaesthesia (basic drug and equipment information)

*Transition from level 1 to 2 supervision for Registered Nurses enrolled in the Graduate Certificate of Anaesthesia Technology who has relevant previous clinical experience (a minimum of 1 year's recent experience in intensive care, PACU, operating rooms or surgical nursing)*

- ✓ Determining the transition through all levels of supervision is the responsibility of the accredited training hospital. There is no minimum time period at which the R/N (“trainee AT”) may progress to a higher supervision level.
- ✓ An “in house” assessment of competency which must include a self-assessment and competent demonstration of the NZATS Level Two and Level Three anaesthetic machine check.
- ✓ There must be verbal and written feedback provided to the trainee

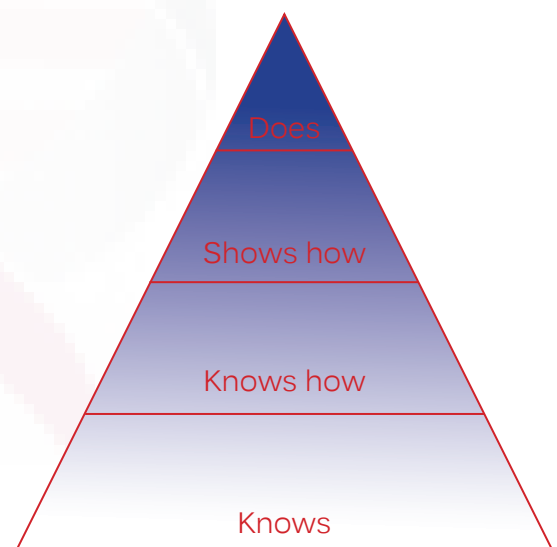




If you are sitting a WBA, you must work under the supervision of a nominated registered anaesthetic technician prior to sitting the WBA.

You must provide the name of your supervisor and the clinical site at which you will be undertaking your period of supervised practice, before you start working.

*When you are practising under supervision, you cannot work on a casual basis. While you may work part-time, all of your supervised practice is to be undertaken at one site.*





## *PRACTITIONERS UNDERGOING A COMPETENCE REVIEW*

A competence review is not disciplinary in nature. Rather, it is designed to protect the public by making an assessment in a collegial manner and to be educative for the practitioner concerned with a focus on assisting the practitioner to improve his/her standard of practise. Competence reviews undertaken by the Council will be fair, constructive, supportive and educative.

The competence review may include an on-site assessment to observe you in your practise site to ensure that your practise of medical laboratory science is carried out at a competent level. Your practice is assessed against the competencies adopted by the Medical Sciences Council as being required for the practice of medical laboratory science or anaesthetic technology.

Should the Council decide you have failed to meet the required standard of competence it must make one of the following orders:

- You undertake a competency based programme (section 40 [3]);
- That one or more conditions be included in your scope of practice;
- You undertake an examination or assessment;
- You must work under supervision (section 38[1]).







## *REQUIREMENT AND RESPONSIBILITIES OF THE SUPERVISION*

### **TO BE ELIGIBLE TO TAKE ON A SUPERVISORY ROLE, AS THE SUPERVISOR YOU MUST:**

- ✓ Hold a current practising certificate that does not contain any conditions on your practice.
- ✓ Maintain your CPD.
- ✓ Have a sound understanding of the competencies required for registration in anaesthetic technology scope of practice, as prescribed by the Council.
- ✓ Declare any conflict of interest.

### **AS THE SUPERVISOR YOUR RESPONSIBILITY TO THE SUPERVISED PRACTITIONER INCLUDES:**

- ✓ Taking responsibility for your own, and the supervised practitioner's practice.
- ✓ Maintaining supervision, assessment integrity, and avoid or declare any conflicts of interest.
- ✓ Ensuring the health and safety of patients are paramount.
- ✓ Maintaining a professional relationship with the supervised practitioner.
- ✓ Being contactable and readily available to the supervised practitioner.
- ✓ Establishing regular meetings with the supervised practitioner, and conducting regular performance reviews with timely remediation of any identified problems.
- ✓ Taking appropriate steps to ensure the practitioner is practising safely.
- ✓ Observing the supervised practitioner, conducting case reviews and providing constructive feedback.

### **AS THE PRACTITIONER PROVIDING SUPERVISION, YOU MUST NOTIFY THE COUNCIL IMMEDIATELY IF:**

- ✓ The relationship with the supervised practitioner impacts on the delivery of supervision.
- ✓ There are concerns regarding the conduct or fitness to practise of the supervised practitioner.
- ✓ The supervised practitioner is not complying with the conditions or undertakings as set by the Council.
- ✓ If the supervised practitioner leaves employment.



## *REQUIREMENTS AND RESPONSIBILITIES OF THE PRACTITIONER UNDER SUPERVISION*

AS A PRACTITIONER WORKING UNDER SUPERVISION YOU ARE RESPONSIBLE FOR:

- ✓ Maintaining a professional relationship with your supervisor.
- ✓ Being prepared for meetings with your supervisor.
- ✓ Adapting your practice to address the remediation of identified areas for any improvements that may arise.
- ✓ Recognising your professional limits, and practising within those professional limits.
- ✓ Immediately advising your supervisor of any issues and all clinical incidents.





## SUPERVISOR REPORT

At the end of your provisional period your supervisor is required to submit a supervisor report.

How to submit the supervisor's report.

A report template can be found on the Council's website and once completed will need to be submitted to the Council.



### Supervisor Report Anaesthetic Technician

TO BE COMPLETED AND FORWARDED TO THE COUNCIL EVERY THREE MONTHS WHILE PRACTISING UNDER SUPERVISION

#### PRACTITIONER UNDER SUPERVISION TO COMPLETE:

Applicant's Name: \_\_\_\_\_ Registration Number: 33-0 \_\_\_\_\_

Report covers work for the period: \_\_\_\_\_ to \_\_\_\_\_

Has more than one supervisor been allocated to this applicant (Circle one) Yes No

I would like the Council to consider the following comments:

The supervisor has discussed this report with me.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

#### SUPERVISOR TO COMPLETE:

Name of Supervisor: \_\_\_\_\_ Registration Number: \_\_\_\_\_

Position of Supervisor: \_\_\_\_\_

Workplace: \_\_\_\_\_ Phone: \_\_\_\_\_

Please comment on the practitioner's strengths and areas for improvement/advancement (include plan to address any areas of concern if applicable):

As supervisor of the above applicant, I hereby certify that he/she has completed a minimum of \_\_\_\_\_ month's fulltime equivalent work experience since registration as an anaesthetic technician and can perform the skills as listed below to the standard of an anaesthetic technician. **Please note:** when there has been more than one supervisor, each supervisor is to complete a supervisor report. A copy of this report must be forwarded to the employing hospital's charge technician.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

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August 2013



### Supervisor Report Anaesthetic Technician

SUPERVISOR TO COMPLETE	
COMPETENCY ONE: DEMONSTRATES PROFESSIONAL RESPONSIBILITY (PLEASE COMMENT)	
1.1	Practice complies with HPCA 2003
1.2	Practice complies with other relevant legislation and codes
1.3	Practitioner maintains privacy and confidentiality of patients
1.4	Ensures informed consent where appropriate
1.5	Applied principles of quality assurance and improvement to anaesthetic technology practice
1.6	Managed workload and resources effectively
1.7	Demonstrates problem solving skills
1.8	Works collaboratively
1.9	Demonstrates accountability
1.10	Maintains current knowledge of anaesthetic technology

SUPERVISOR TO COMPLETE	
COMPETENCY ONE: DEMONSTRATES PROFESSIONAL PRACTICE (PLEASE COMMENT)	
2.1	Demonstrates understanding and knowledge of the principles and practice of anaesthetic practice
2.2	Demonstrates knowledge of the equipment required for anaesthetic procedures including functions, application and hazards in practice
2.3	Demonstrates the correct and safe operation of anaesthetic equipment
2.4	Takes appropriate measures when stress or other mental or physical conditions affect the ability of self or colleagues to function as a health practitioner
2.5	Ensures the ready availability of appropriate pharmacological agents, and IV fluid including blood and blood products and checks appropriately

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### Supervisor Report Anaesthetic Technician

2.6	Works in a systematic and planned approach to meet the needs of the patient
2.7	Ensures patient, personal, colleague and public safety

SUPERVISOR TO COMPLETE	
COMPETENCY THREE: DEMONSTRATES SOUND INTERPERSONAL SKILLS (PLEASE COMMENT)	
3.1	Demonstrates in written and oral English
3.2	Uses appropriate language in context
3.3	Accurately records and reports patient needs and outcomes in a clear timely and appropriate format
3.4	Uses a range of communication skills to convey information and instructions
3.5	Works collegially and communicates effectively with other anaesthetic technician's and health professionals

SUPERVISOR TO COMPLETE	
COMPETENCY FOUR: DEMONSTRATES CULTURALLY SAFE PRACTICE (PLEASE COMMENT)	
4.1	Demonstrates an understanding of the principles of the Treaty of Waitangi – incorporate the four cornerstones of Maori health – whanau (family health); hinengaro (mental health); tmana (physical health); and wairua (spiritual health) – into anaesthetic technology practice
4.2	Recognises own beliefs, values and prejudices and the impact these may have on patients and colleagues
4.3	Recognises cultural diversity including but not limited to ethnicity, culture, age, gender, sexual orientation, migrant experience, disability
4.4	Recognises and responds to the beliefs, values, and cultural practices of patients when undertaking anaesthetic procedures
4.5	Practises in a manner that is respectful and inclusive of others

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