

Issue Date	January 2021
Revision Date	July 2024
Administration	Section R

# Licensed Practical Nurse - Operating Room – Job Description

## Purpose

City Centre Surgery is committed to ensure that all employees are appropriately trained and have the required education to fulfill the duties of their position.

## Policy

Individuals who work in City Centre Surgery will meet the qualifications and standards to work in an Operating Room set by the Operating Room Nurses Association of Canada (ORNAC), and in a private health care facility set by the College of Physicians and Surgeons of British Columbia (CPSBC).

## Scope

Licensed Practical Nurses at Valley Surgical Centre working in the Operating Room

## Procedure

### A. Function

- Responsible for the planning, executing, and evaluating direct and indirect nursing care given to the surgical patient. This nursing care ranges from preoperative intervention onto postoperative evaluation. It is a practice designed to meet a patient's needs through the nursing process, ensuring continuity and excellence of care during the surgical experience.

### B. Qualifications:

- Current registration with the British Columbia College of Nurses and Midwives
- Graduate of an accredited school of licensed practical nursing.
- Certification in Basic Life Support (BLS) within 2 years, Workplace Hazardous Materials Information System (WHMIS), Hand Hygiene, kept in individual files.
- A minimum of two-years' experience as an operating room licensed practical nurse.
- Knowledge of Patient's Rights.



- Knowledge of City Centre Surgery's nursing policies and procedures, and the functions of other departments within the facility.
- Knowledge of fire and safety regulations, electrical hazards, disaster plans and infection control policies.
- Knowledge and experience in the perioperative care of the surgical patient.
- Knowledge of specialized equipment used in the operating room.
- Knowledge of anesthetic agents and their usage and effect on the surgical patient.
- Evidence of continuing education in the field of OR nursing.
- Annual performance review completed and maintained in individual employee files.
- Annual OR Clinical Competencies Self-Assessment Guide completed/reviewed and maintained in individual employee file.

B. Description:

- Ensures that proper techniques and practices are used per accepted standards of practice.
- Works with personnel in the room and assists as necessary.
- Immediately reports any unusual occurrences to OR Manager, documents appropriately in the patient record, and completes appropriate Incident Reports form if indicated.
- Performs scrub duties as required.
- Performs all scrub duties with efficiency.
- Maintains count on sponges, needles and instruments to ensure no loss of items per facility policy and standards.
- Positions patient, prepares operative area, and adjusts table to proper position per standard policies.
- Opens all sterile packs and supplies per aseptic technique.
- Reviews surgeon's preference cards for desired medications and verifies same with surgeon.
- Ensures all medications are administered and charted per facility policies and procedures.
- Promptly reports medication errors.
- As staffing allows, utilize program of pre-and post-operative visits to facilitate knowledge of patient, condition, and needs.
- Receives and gives reports to and about patient as necessary to ensure good care.
- Assists in control and maintenance of supplies and equipment.
- Helps with maintenance of records and statistics.
- Assists in establishment and maintenance of procedures, policies and standards.
- Checks rooms, material, and equipment for proper care and handling.
- Ensures clean, safe environment through continued alertness to safety and explosive hazards and aseptic techniques.



- Assists in control of traffic and personnel to ensure proper control of infection and asepsis.
- Avails his or herself in the ongoing nursing education process of City Centre Surgery.
- Assumes accountability and responsibility for his or her own work performance and those under his or her supervision.
- Observes assigned work schedules and hours.
- Performs competently in new situations.
- Adheres to operating room dress code; neat personal appearance.
- Maintains good rapport with fellow employees and Physicians
- Performs his or her duties in a professional and pleasant manner
- Excellent communication, decision making and problem-solving skills
- Will be guided by the philosophies of City Centre Surgery when speaking with patients or when they can be over heard by a patient. Personal philosophies that do not agree with City Centre Surgery's philosophies are not to be voiced to a patient or where a patient has a chance of overhearing a conversation.

## References:

Operating Room Nurses Association of Canada (ORNAC). Standards, guidelines and position statements for perioperative registered nursing practice. Halifax: ORNAC; 2019. Section 1: ORNAC beliefs, professional standards and competencies - staffing the surgical suite; p.19-20