

Job Description: Operating Department Practitioner (ODP) / Anaesthetic Nurse –Treatment Suite (Welbeck Orthopaedics & Neurology)

About Welbeck: Redefining Private Day Surgery

Welbeck is built on a simple philosophy: medical excellence without compromise. We're a growing network of specialist day-case centres setting a new standard for private healthcare - combining calm, confidence, and clinical credibility in environments designed around people, not process.

We reject the impersonal and process driven. Instead, we create refined, patient-centred spaces where consultants and teams are empowered to deliver world-class care and a seamless patient experience. Every Welbeck centre reflects our belief that excellence is achieved through partnership, purpose, and precision.

About the Role

To provide high-quality anaesthetic care and support within the operating theatre environment, ensuring the safe and effective delivery of anaesthetic services to patients undergoing orthopaedic and neurology procedures.

The post holder will work collaboratively with Consultant Anaesthetists, Surgeons, Operating Department Practitioners, Nurses, and the wider multidisciplinary team to deliver safe, patient-centred care throughout the perioperative pathway.

The role includes supporting patients undergoing procedures under general anaesthesia, regional anaesthesia, sedation, and local anaesthesia, whilst maintaining the highest standards of clinical practice, patient safety, and professional conduct.

Key responsibilities

- Prepare and check anaesthetic equipment, monitoring devices, airway equipment and emergency drugs in accordance with departmental policies.
- Assist Consultant Anaesthetists with general, regional, sedation and local anaesthetic procedures, including ultrasound-guided regional anaesthesia.
- Monitor patients throughout the perioperative period, recognise changes in condition and escalate concerns appropriately.
- Assist with airway management, emergency procedures and resuscitation when required.
- Provide safe, compassionate and patient-centred care while maintaining dignity, privacy and confidentiality.
- Ensure accurate and timely completion of anaesthetic documentation and clinical records.
- Support safe patient transfer, positioning and participation in the WHO Surgical Safety Checklist.
- Prepare anaesthetic rooms and theatres and ensure appropriate equipment and consumables are available.
- Report equipment faults, maintain adequate stock levels and support efficient theatre lists and patient flow.
- Comply with professional standards, organisational policies, infection prevention and control requirements, and relevant clinical guidelines.
- Participate in mandatory training, competency assessments, continuing professional development, clinical audits, incident investigations, risk management and quality improvement activities.

Qualifications and experience

Essential Criteria

- Registered Operating Department Practitioner with current registration with the Health and Care Professions Council (HCPC) or Anaesthetic Nurse with active (NMC) registration.
- Minimum of 2 years of experience post-registration
- Significant experience within an anaesthetic or perioperative environment.
- Competence in supporting anaesthetic procedures and patient monitoring.

- Knowledge of perioperative standards and patient safety requirements.
- Excellent communication and interpersonal skills.
- Ability to work effectively under pressure.
- Commitment to delivering high-quality patient care.
- Ability to work independently and as part of a multidisciplinary team.
- Current Immediate Life Support (ILS) certification
- Experience within Orthopaedic, spinal and pain management surgical specialties.
- Experience supporting ultrasound-guided regional anaesthesia.
- Knowledge of day surgery pathways.
- Experience within an independent healthcare setting.
- Advanced airway management experience.

Desirable Criteria

- Recovery and post-anaesthetic care experience.
- Sedation course (Sedate uk) or willingness to obtain

Why Welbeck

- **Autonomy & Influence:**-A leadership community that trusts your expertise to drive excellence and growth.
- **Purpose-Driven Culture:** A values-led environment where world-class clinical care and operational performance go hand in hand.
- **Growth & Impact:** Be part of a network defining best practice in day-case healthcare and delivering experiences patients genuinely remember.

Infection Prevention and Control

All Welbeck employees, whether involved directly or indirectly in the provision of healthcare, have a duty to co-operate with and implement business policies and procedures in preventing and controlling infection. This includes co-operation with colleagues and contractors also involved in the provision of healthcare so far as is necessary to enable the Business to meet its obligations under the Health and Social Care Act 2008.

Safeguarding

Welbeck is committed to safeguarding and promoting the welfare of children and young people and adults at risk and expects all staff and volunteers to share this commitment and ensure they work in accordance with the Welbeck Health Partners Safeguarding Child and Adult at Risks Policies and Procedures.

Staff should ensure that they remain up to date with safeguarding training requirements and know how to report safeguarding concerns or allegations against staff and should follow safeguarding policy and procedures and the allegations against staff policy.

Confidentiality

Maintain confidentiality in relation to personal data held for colleagues and patients, ensuring that it is processed lawfully; for no purpose other than that for which it was obtained; is relevant to that purpose; is retained for no longer than is necessary; is processed in accordance with the rights of the subject to access and accuracy; and is protected from accidental loss or damage in accordance with the requirements of the Data Protection Act (as amended), and records management guidance.

Maintain confidentiality of patient identifiable personal data using a non-identifiable alternative, where practicable, and limiting access on strictly need to know basis in accordance with the responsibilities of the Business's Caldicott Guardian.

Health and Safety at Work

In addition to the Business responsibilities under the Health and Safety legislation, you are reminded of your responsibilities for health and safety at work under the Health and Safety at Work Act 1974 (as amended) and associated legislation. These include the duty to take reasonable care of the health and safety of yourself and others in your work activities and to co-operate with your employer in the discharge of its statutory duties. You must adhere strictly to the Business policies and procedures on health and safety and report all accidents, dangerous occurrences, unsafe practices or damage to your manager promptly using the Business incident reporting system. You must make use of appropriate training, safety equipment, protective clothing and footwear and attend training. Failure to comply with these requirements may result in disciplinary action.

Risk

Accept personal responsibility for contributing to Welbeck's management of risk, including the reasonable avoidance of any action which would knowingly cause unacceptable risk to self, others, or to the Business.

As far as is reasonably practicable attempt to prevent other people from undertaking tasks or actions which would knowingly cause risks to self, others, or to the Business, in accordance with the business policy and training. Identify and report actual or potential hazards/ risks in the work environment in accordance with business policies and take immediate action to minimise risks where it is reasonably practicable to do so.

Identify and report to the appropriate authority incidents of risk, neglect, abuse or endangerment to vulnerable adults and children. Follow, Welbeck Health Partners policy on use of Personal Protective equipment e.g., Masks, Gloves, Visors etc. Awareness of and compliance with Health and Safety Regulations.

Equality and Diversity

The Business recognises the benefits of a diverse workforce reflective of the communities that we serve and is committed to equal opportunities in employment with a devotion to eliminate all forms of unlawful discrimination. The Business aims to promote equality of opportunity and good relations between staff and patients (including volunteers, contractors and bank staff).

All individuals have a duty to adhere to the Business Diversity and Equality Opportunity policy and an individual responsibility towards the application and understanding of the Equality Act 2010. Inequitable behaviour will not be tolerated, and every person has a responsibility to highlight discriminatory practice.

Disclosure and Barring Service (DBS)

If the post requires a DBS disclosure, this will be managed and processed in line with the DBS Policy and at the appropriate level required for the post.