



## NURSE ANESTHETIST

### **CHARACTERISTICS OF WORK:**

This is highly professional and supervisory work involved in administering intravenous, spinal, and other anesthetics to render persons insensible to pain during surgical and special procedures, vaginal and cesarean deliveries, or other medical and dental procedures. The work involves positioning patients and administering prescribed anesthetics in accordance with standardized procedures, regulating flow of gases or injecting fluids intravenously, rectally, or topically; observing patient's reaction during anesthesia, continuously monitoring pulse and respiration, blood pressure, and use of pulse oximetry and end-tidal carbon dioxide; administering oxygen or initiating other emergency measures to prevent surgical shock, asphyxiation, or other adverse conditions. Incumbents in this classification work under the immediate professional supervision of an appropriate medical specialist during the course of a procedure and may exercise supervision over subordinate nurses.

### **MINIMUM QUALIFICATIONS:**

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the State Personnel Board in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

### **EXPERIENCE/EDUCATIONAL REQUIREMENTS:**

#### **Education:**

Graduation from an accredited school of Nursing and completion of an accredited school of Anesthesiology;

**AND**

#### **Experience:**

Six (6) months of directly related work experience;

**AND**

#### **Certification/Licensure:**

Registration as a Certified Registered Nurse Anesthetist (CRNA).

**Special Requirements:**

Applicant must complete 40 hours of continuing education every two (2) years to be recertified by the Council on Recertification of Nurse Anesthetists.

**Required Document:**

Applicant must attach a current, valid copy of his/her registration as a Certified Registered Nurse Anesthetist (CRRNA).

**PHYSICAL REQUIREMENTS:**

These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements. These are typical requirements; however, reasonable accommodations may be possible.

**Light Work:** May frequently walk or stand and/or frequently exert force equivalent to lifting up to approximately 10 pounds and/or occasionally exert force equivalent to lifting up to approximately 20 pounds.

**Vision:** Requires the ability to perceive the nature of objects by the eye.

**Near Acuity:** Clarity of vision at 20 inches or less.

**Midrange:** Clarity of vision at distances of more than 20 inches and less than 20 feet.

**Peripheral:** Ability to observe an area that can be seen up and down or left and right while eyes are fixed on a given point.

**Ability to adjust focus:** Ability to adjust the eye to bring an object into sharp focus.

**Speaking/Hearing:** Possesses the ability to give and receive information through speaking and listening skills.

**Taste/Smell:** Possesses the ability to use the sense of smell to recognize and distinguish odors. Possesses the ability to use the sense of taste to recognize and distinguish flavors.

**Motor Coordination:** While performing the duties of this job, the incumbent is regularly required to stand; walk; sit; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The incumbent is occasionally required to climb or balance; and stoop, kneel, crouch, or bend.

**COMPETENCIES:**

The following competencies describe the knowledge, skills, abilities, and attributes that lead to a successful employee in this position. An applicant will be expected to exhibit these competencies or the ability to reach competency achievement within a specified time. These competencies are linked to the essential functions of the job. Employees in this position may be evaluated on these competencies as part of the performance appraisal system. Example behaviors are listed below each competency and are used for illustrative purposes only. Specific behaviors may be identified and included later by the hiring agency. It is understood that some of these behaviors might not be acquired until a reasonable time after hire. Failure of an employee to successfully demonstrate some or all of these competencies, as deemed important by his or her reporting official, may result in the employee being placed on a performance improvement plan. If after a reasonable period of time, usually three (3) months, the employee fails to demonstrate successful

performance, the employee may be terminated. These competencies include, but are not limited to, the following:

**PUBLIC SECTOR COMPETENCIES:**

**Integrity:** Exhibits behaviors showing a strong internal personal commitment to fundamental principles of honesty and fairness dealing in all activities related to job performance.

**Work Ethic:** Is productive, diligent, conscientious, timely, and loyal.

**Service Orientation:** Demonstrates a commitment to quality public service through statements and actions.

**Accountability:** Accepts responsibility for actions and results.

**Self Management Skills:** Effectively manages emotions and impulses and maintains a positive attitude.

**Interpersonal Skills:** Shows understanding, courtesy, tact, empathy, and concern to develop and maintain relationships.

**Communication Skills:** Receives, attends to, interprets, and responds to verbal messages and expresses information to individuals or groups effectively.

**Self-Development:** Adapts behavior or work methods in response to new information, changing conditions, or unexpected obstacles.

**TECHNICAL COMPETENCIES:**

**Anesthetic Administration:** Administers intravenous, spinal, and other anesthetics in accordance with standardized procedures.

Administers prescribed anesthetic in accordance with standard procedure, regulating flow of gases or injecting fluids intravenously, rectally, or topically. Administers anesthesia for procedures requiring anesthesia with appropriate agents.

**Patient Care:** Ensures that all treatments/regimes are delivered safely, timely, and accurately as ordered in accordance and compliance with appropriate policies and procedures.

Visits and checks on patients, post-procedure. Records, reports, and interprets clients' responses and collaborates with appropriate members of the health team. Interprets philosophy and objectives of agency and nursing department to clients, families, and other groups.

**Documentation:** Maintains accurate and concise medical records.

Documents in the medical record all pertinent data in an accurate and concise manner in the established time frame. Demonstrates proper transcription of physicians orders according to policy. Records patients' pre and post-operative assessments and related data.

**Professional Maturity:** Maintains professional attitude and appearance in relating to all customers by adhering to the values of trust, respect, teamwork, communication, and commitment.

Is able to assess the situation and appropriately respond. Exhibits the attributes of confidence, assertion, tolerance, patience, and empathy at the appropriate time in stressful or high-pressure situations. Knows when to refer an issue to the appropriate level. . Maintains appropriate standards of professionalism and only provides information within authority. Maintains confidentiality with appropriate information.

**Technical Competence:** Uses knowledge that is acquired through formal training or education or extensive on-the-job experience to perform one's job.

Administers oxygen or initiates other emergency measures to prevent shock, asphyxiation, or other adverse conditions. Continuously monitors pulse and respiration, blood pressure, and use of pulse oximetry and end-tidal carbon dioxide during procedures involving anesthesia.

**MANAGEMENT COMPETENCIES:**

**Emotional Maturity:** Conducts oneself in a professional, consistent manner when representing the organization.

Has the ability to work through adversity and hold self and others accountable for work actions.

**Macro Oriented:** Exercises good judgment; makes sound, well-informed decisions.

Understands and appropriately applies procedures, requirements, and regulations related to specialized areas of expertise.

**Working Through Others:** Supports, motivates, and is an advocate for staff.

Reinforces and rewards team efforts and positive behaviors. Is fair, yet firm with others. Monitors workloads and provides feedback.

**Results Oriented:** Plans effectively to achieve or exceed goals; sets and meets deadlines.

**ESSENTIAL FUNCTIONS:**

**Additional essential functions may be identified and included by the hiring agency. The essential functions include, but are not limited to, the following:**

1. Administers and/or supervises the administering of prescribed anesthetics and oxygen, observes patients' reactions, and consults with physicians on patients' conditions.
2. Records data associated with patients' medical treatments and reviews charts associated with each patient.

**EXAMPLES OF WORK:**

**Examples of work performed in this classification include, but are not limited to, the following:**

Administers anesthesia for procedures requiring anesthesia with appropriate agents.

Visits and checks on patients, post-procedure.

Administers prescribed anesthetic in accordance with standard procedure, regulating flow of gases or injecting fluids intravenously, rectally, or topically.

Observes patients' reactions during anesthesia, continuously monitoring pulse and respiration, blood pressure, and use of pulse oximetry and end-tidal carbon dioxide.

Consults with physicians on patient's condition during anesthesia, pre and post-procedure.

Administers oxygen or initiates other emergency measures to prevent shock, asphyxiation, or other adverse conditions.

Informs physicians of patient's condition during anesthesia, pre and post-procedure.

Reviews charts for all prerequisites.

Reviews charts to determine if blood tests, urine, electrolytes, EKG, chest x-ray, and other pertinent information is procured and is relative to patients' needs.

Records patients' pre and post-operative assessments and related data.

Performs related or similar duties as required or assigned.

**INTERVIEW REQUIREMENTS:**

Any candidate who is called to an agency for an interview must notify the interviewing agency in writing of any reasonable accommodation needed prior to the date of the interview.