

Occupation Profile

Graduate Apprenticeship in Operating Department Practice at SCQF Level 9

Approved by: Operating Department Practice Development Group

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Purpose:

This occupation profile consists of 10 work situations routinely carried out in Operating Department Practitioner roles at this level. Collectively these describe all the performance requirements and knowledge and understanding requirements apprentices need to demonstrate competence in the occupation.

Each work situation is set out as follows:

- Work situation title, goal, brief outline, performance requirements and knowledge and understanding requirements



Mandatory Work Situations

Practise safely and effectively, within the scope of practice and legal and ethical boundaries of the profession

Look after their health and wellbeing, seeking appropriate support where necessary.

Practise as an autonomous professional, exercising their own professional judgement.

Recognise the impact of culture, equality and diversity on practice and engage in a non-discriminatory and inclusive manner.

Communicate effectively, maintaining confidentiality and records appropriately.

Work appropriately with others.

Reflect on, review, and assure the quality of own practice.

Understand and apply the knowledge and skills base relevant to the profession.

Establish and maintain a safe practice environment.

Promote public health and prevent ill health.

Meta-skills alignment

Work Situation

Practise safely and effectively, within the scope of practice and legal and ethical boundaries of the profession.

Goal of work situation:

To consistently practise safely and effectively within the legal and ethical boundaries of the profession, and within the scope of practice of an Operating Department Practitioner.

Brief outline:

This is about establishing and maintaining safe and effective working practices across a specified range of Operating Department Practitioner professional tasks, such as making appropriate onward referrals to colleagues and managing your own workload. It is about being aware of legislation, policies, and guidance relevant to the Operating Department Practitioner, and ensuring your practice remains within legal and ethical boundaries.

This involves keeping your own professional knowledge up to date and applying legal and ethical standards all aspects of professional practice for the Operating Department Practitioner.

Performance requirements

1. Identify the limits of own practice, know when to seek advice and make or receive referrals to/from another professional or service.
2. Manage own workload and resources safely and effectively.
3. Keep own skills and knowledge up to date.
4. Maintain high standards of personal and professional conduct, and high standards of care at all times.
5. Be open, honest, courteous, and professional.
6. Obtain valid consent, which is voluntary and informed, has due regard to capacity, is proportionate to the circumstances and is appropriately documented.
7. Apply legislation, policies, and guidance relevant to own profession and scope of practice.
8. Practise in accordance with relevant medicines legislation.
9. Engage in safeguarding processes where necessary.
10. Exercise a duty of care.
11. Always promote and protect the service user's interests.
12. Recognise the power imbalance which comes with being a health care professional, and ensure it is not for personal gain

Knowledge and understanding requirements

1. The importance of continuing professional development throughout own career.
2. What is required of you by the Health and Care Professions Council.
3. The complexity of caring for vulnerable persons in perioperative and other healthcare settings, and the need to adapt care as necessary.
4. Legislation, policies, and guidance relevant to own profession and scope of practice.
5. The importance of safeguarding, signs of abuse and the relevant safeguarding processes.
6. The scope of a professional duty of care.
7. That relationships with service users, carers and others should be based on mutual respect and trust.
8. The importance of valid consent and capacity in the context of delivering care and treatment.

Work Situation

Look after their health and wellbeing, seeking appropriate support where necessary.

Goal of work situation:

To look after your own health and wellbeing and seek appropriate support where necessary.

Brief outline:

This is about understanding the importance of maintaining your own emotional health and wellbeing and the impact this has on your fitness to practice.

This involves developing adaptability, identifying individual risks and strategies to manage your wellbeing.

Performance requirements

1. Manage the emotional burden that comes with working in a pressured environment.
2. Identify own anxiety and stress and recognise the potential impact on own practice.
3. Develop and adopt clear strategies for physical and mental self-care and self-awareness, to maintain a high standard of professional effectiveness and a safe working environment.
4. Engage in occupational health, including being aware of immunisation requirements.
5. Take appropriate action if own health may affect own ability to practise safely and effectively, including seeking help and support when necessary.

Knowledge and understanding requirements

1. The importance of own mental and physical health and wellbeing strategies in maintaining fitness to practise.
2. How to take appropriate action if own health may affect own ability to practise safely and effectively, including seeking help and support when necessary.

Work Situation

Practise as an autonomous professional, exercising their own professional judgement.

Goal of work situation:

To practice autonomously, exercising your own professional judgment.

Brief outline:

This is about developing your confidence to practice competently within the remit of a Graduate Apprentice Operating Department Practitioner within the multidisciplinary team.

This involves drawing on skills and knowledge to make informed decisions about treatment and care and being able to adapt treatment plans where necessary.

Performance requirements

1. Recognise that you are personally responsible for, and must be able to, justify your decisions and actions.
2. Use own skills, knowledge and experience, and the information available, to make informed decisions and/or take action where necessary.
3. Make reasoned decisions to initiate, continue, modify or cease treatment or the use of techniques or procedures, and record the decisions and reasoning appropriately.
4. Exercise personal initiative.
5. Demonstrate a logical and systematic approach to problem solving.
6. Use research, reasoning and problem-solving skills when determining appropriate actions.
7. Take appropriate action and seek support / or escalating a situation if it exceeds your own level of competence

Knowledge and understanding requirements

1. The need for active participation in training, supervision and mentoring in supporting high standards of practice, and personal and professional conduct, and the importance of demonstrating this in practice.

Work Situation

Recognise the impact of culture, equality and diversity on practice and engage in a non-discriminatory and inclusive manner.

Goal of work situation:

To recognise the impact of culture, equality and diversity on practice and engage in a non-discriminatory and inclusive manner.

Brief outline:

This is about having knowledge and understanding of equality legislation and how this can be applied to implement equitable and person-centred care.

This involves acknowledging and respecting diversity, implementing reasonable adjustments where necessary, challenging inequality and promoting non-discriminatory care.

Performance requirements

1. Treat people with dignity, respecting individual's diversity, beliefs, culture, needs, values, privacy and preferences.
2. Respond appropriately to the needs of all different groups and individuals in practice, recognising this can be affected by difference of any kind including, but not limited to, protected characteristics, intersectional experiences and cultural differences.
3. Recognise the potential impact of own values, beliefs and personal biases (which may be unconscious) on practice and take personal action to ensure all service users and carers are treated appropriately with respect and dignity.
4. Make and support reasonable adjustments in own and others' practice.
5. Actively challenge barriers to inclusion, supporting the implementation of change wherever possible.

Knowledge and understanding requirements

1. Equality legislation and how to apply it to own practice.
2. The duty to make reasonable adjustments in practice.
3. The characteristics and consequences of barriers to inclusion, including for socially isolated groups. For reference NES Resource Cultural Humility Resource.
4. That regard to equality, diversity and inclusion needs to be embedded in the application of all HCPC standards and across all areas of practice.

Work Situation

Communicate effectively, maintaining confidentiality and records appropriately.

Goal of work situation:

To understand the importance of and maintain confidentiality, communicating effectively with service users and colleagues, and manage records appropriately.

Brief outline:

This is about having knowledge and understanding of the legislation available to protect the confidentiality of service users and colleagues. It is about understanding the various methods of communication available, acknowledging when one method may be more appropriate than another and adapting communication skills as necessary. This is about accurate record keeping that is in line with relevant legislation.

This involves adhering to legislation, employer standards and professional standards relating to confidentiality. Communicating clearly with service users, avoiding the use of jargon and utilising verbal, non-verbal and digital communication techniques where appropriate. This involves keeping records which are legible, factual, free from bias or opinion, and are kept securely.

Performance requirements

1. Adhere to the professional duty of confidentiality.
2. Recognise, and respond in a timely manner to, situations where it is necessary to share information to safeguard service users, carers and/or the wider public.
3. Use effective and appropriate verbal and non-verbal skills to communicate with service users, carers, colleagues, and others.
4. Communicate in English to the required standard for the profession.
5. Work with service users and carers to facilitate the service user's preferred role in decision-making and provide service

Knowledge and understanding requirements

1. When disclosure of confidential information may be required.
2. The principles of information and data governance and the safe and effective use of health, social care, and other relevant information.
3. The need to ensure confidentiality is maintained in all situations in which service users rely on additional communication support, such as interpreters or translators.
4. The characteristics and consequences of verbal and non-verbal communication and how these can be affected by difference of any kind including, but not limited to, protected characteristics, intersectional experiences, and cultural differences.

users and carers with the information they may need where appropriate.

6. Modify your means of communication to address the individual communication needs and preferences of service users and carers and remove any barriers to communication where possible.
7. Use information, communication and digital technologies appropriate to own practice.
8. Use effective communication skills when sharing information about service users with other members of the multidisciplinary team.
9. Use effective communication skills in the reception and identification of service users, and in the transfer of service users to the care of others.
10. Manage full, clear, and accurate records in accordance with applicable legislation, protocols and guidelines.
11. Use digital record keeping tools, where required.
12. Identify the relevant legislation / requirements (e.g., GDPR, Data Protection, Information Governance, Caldicott Principles).

5. The need to support the communication needs of service users and carers, such as using an appropriate interpreter.
6. The need to provide service users or people acting on own behalf with the information necessary in accessible formats to enable them to make informed decisions.
7. That the concepts of confidentiality and informed consent extend to all mediums, including illustrative clinical records such as photography, video and audio recordings and digital platforms.

Work Situation

Work appropriately with others.

Goal of work situation:

To work appropriately with others.

Brief outline:

This is about understanding the roles and responsibilities of the multi-disciplinary team to ensure safe and effective perioperative care.

This involves respecting the valuable role each team member has, identifying signs of stress in others and providing support to alleviate this, and demonstrating leadership through positive role modelling.

Performance requirements

1. Work in partnership with service users, carers, colleagues, and others.
2. Contribute effectively to work undertaken as part of a multi-disciplinary team.
3. Identify anxiety and stress in service users, carers, and colleagues, adapting own practice and providing support where appropriate.
4. Identify own leadership qualities, behaviours, and approaches, taking into account the importance of equality, diversity and inclusion.
5. Demonstrate leadership behaviours appropriate to own practice.
6. Act as a role model for others.
7. Promote and engage in the learning of others.
8. Apply psychological and sociological principles to maintain effective relationships.

Knowledge and understanding requirements

1. The principles and practices of other health and care professionals and systems and how they interact with own profession.
2. The need to build and sustain professional relationships as both an autonomous practitioner and collaboratively as a member of a team.
3. The qualities, behaviours, and benefits of leadership.
4. That leadership is a skill all professionals can demonstrate.
5. The need to engage service users and carers in planning and evaluating diagnostics, and therapeutic interventions to meet their needs and goals.
6. Psychological and sociological principles to maintain effective relationships.

Work Situation

Reflect on, review and assure the quality of own practice.

Goal of work situation:

To reflect on, review and assure the quality of own practice.

Brief outline:

This is about understanding the important role of reflection as a healthcare professional and using this to review and inform practice. This is about understanding the value and importance of quality assurance and improvement as an Operating Department Practitioner.

This involves debrief of experiences, and reflecting, and acting upon any feedback received to improve practice. This involves comparing evidence-based research and audits with their practice to enhance service improvement.

Performance requirements

1. Participate in team briefings and debriefings following treatment, procedures, or interventions.
2. Gather and use feedback and information, including qualitative and quantitative data, to evaluate the responses of service users to own care.
3. Monitor and systematically evaluate the quality of practice and maintain an effective quality management and quality assurance process working towards continual improvement.
4. Participate in quality management, including quality control, quality assurance, clinical governance, and the use of appropriate outcome measures.
5. Evaluate care plans or intervention plans using recognised and appropriate outcome measures, in conjunction with the service user where possible, and revise the plans as necessary.
6. Consistently embed evidence-based practice into all aspects of Operating Department Practice.

Knowledge and understanding requirements

1. The value of reflective practice and the need to record the outcome of such reflection to support continuous improvement.
2. The value of multi-disciplinary reviews, case conferences and other methods of review.
The value of gathering and using data for quality assurance and improvement programmes.

Work Situation 8

Understand and apply the knowledge and skills base relevant to the profession.

Goal of work situation:

To understand and apply the knowledge and skills base relevant to the profession as an operating department practitioner.

Brief outline:

This is about understanding the underpinning knowledge and applying this through skills application.

This involves demonstrating understanding of relevant theoretical knowledge, practical skills, and professional behaviours to practice.

Performance requirements

1. Calculate accurately prescribed drug dosages for individual service user needs.
2. Participate as part of a team managing a clinical emergency, where necessary.
3. Change own practice as needed to take account of new developments, technologies and changing contexts.
4. Gather, analyse, and critically evaluate appropriate information.
5. Select and use appropriate assessment techniques and equipment.
6. Undertake and record a thorough, sensitive, and detailed assessment.
7. Undertake or arrange investigations as appropriate.
8. Conduct appropriate assessment or monitoring procedures, treatment, therapy or other actions safely and effectively.
9. Critically evaluate research and other evidence to inform own practice.
10. Engage service users in research as appropriate.

Knowledge and understanding requirements

1. The structure and function of the human body, together with knowledge of physical and mental health, disease, disorder, and dysfunction.
2. The principles and applications of scientific enquiry, including the evaluation of treatment efficacy and the research process.
3. The roles of other professions in health and social care and how they may relate to the role of the operating department practitioner.
4. The structure and function of health and social care systems and services in the UK.
5. Disease and trauma processes, and how to apply this knowledge to the service user's perioperative care.
6. The main sequential stages of human development, including cognitive, emotional, and social measures of maturation through the lifespan.
7. The theoretical basis of, and the variety of approaches to, assessment and intervention.

11. Undertake all sex urinary catheterisation.
12. Undertake appropriate pre-assessment, anaesthetic, surgical and post-anaesthesia care interventions.
13. Monitor and record fluid balance, and where appropriate, administer prescribed fluids in accordance with national and local guidelines.
14. Prepare and administer drugs to service users via a range of routes, including oral, rectal, topical and by intramuscular, subcutaneous, and intravenous injection.
15. Take appropriate action in response to any significant change or adverse reaction in response to the effects of drugs.
16. Undertake venepuncture, peripheral IV cannulation and blood sampling.
17. Assess and monitor the service user's pain status and as appropriate administer prescribed pain relief in accordance with national and local guidelines.
18. Modify and adapt practice to emergency situations.
19. Undertake the management of a service user in cardiac arrest and participate in the team managing on-going resuscitation, where required.
20. Receive and identify service users and their care needs.
21. Participate in the briefing and debriefing of perioperative teams and the use of surgical safety checklists.
22. Formulate specific and appropriate care plans including the setting of timescales.
23. Effectively gather information relevant to the care of service users in a range of emotional states.
24. Adapt and apply problem solving skills to clinical emergencies.

8. Relevant physiological parameters and how to interpret changes from the norm.
9. The principles of operating department practice and their application to perioperative and other healthcare settings.
10. How to order, store and issue drugs to service users safely and effectively.
11. The pharmacokinetic and pharmacodynamic effects and contraindications of drugs used.
12. Safe and current practice in a range of medical devices used for diagnostic, monitoring, or therapeutic purposes in accordance with national and local guidelines, appropriate to operating department practice.
13. The principles and practices of the management of clinical emergencies.
14. A range of research methodologies relevant to own role.
15. The value of research to the critical evaluation of practice.
16. Service users' elimination needs.
17. The role of the surgical first assistant in assisting with surgical intervention.
18. The management and processes involved in the administration of blood and blood products.
19. The need to monitor the effects of drugs.
20. Common abnormal blood physiology, including blood gas analysis.
21. The principles of life support.

Work Situation

Establish and maintain a safe practice environment.

Goal of work situation:

To establish and maintain a safe practice environment.

Brief outline:

This is about having awareness of the relevant health and safety legislation within the perioperative environment to maintain a safe environment for services users, carers and staff.

This involves working in accordance with all local policies and procedures including infection control, correct use of personal protective equipment and moving and handling.

Performance requirements

1. Demonstrate awareness of relevant health and safety legislation and comply with all local operational procedures and policies.
2. Work safely, including being able to select appropriate hazard control and risk management, reduction, or elimination techniques in a safe manner and in accordance with health and safety legislation.
3. Select appropriate personal protective equipment and use it correctly.
4. Establish and maintain safe environments for practice, which appropriately manages risk.
5. Promote and comply with measures designed to control infection.
6. Apply appropriate moving and handling techniques.
7. Position service users for safe and effective interventions.
8. Ensure the safe use of medical devices used in perioperative, anaesthetic, surgical and post-anaesthesia care.

Knowledge and understanding requirements

1. The need to maintain the safety of themselves and others, including service users, carers, and colleagues.
2. Relevant health and safety legislation and local operational procedures and policies.
3. The impact of human factors within relevant settings and the implications for service user safety.
4. The nature and purpose of sterile fields, and the practitioner's individual role and responsibility for maintaining them.
5. Appropriate moving and handling techniques.
6. Principles of safe use of medical devices used in perioperative, anaesthetic, surgical and post-anaesthesia care.

Work Situation

Promote public health and prevent ill health.

Goal of work situation:

To promote public health and prevent ill health.

Brief outline:

This is about understanding the role of an operating department practitioner in supporting patients' health and wellbeing and promoting positive patient outcomes.

This involves identifying health risks, providing health education to promote optimal health.

Performance requirements

1. Empower and enable individuals (including service users and colleagues) to play a part in managing own health.

Knowledge and understanding requirements

1. The role of the profession in health promotion, health education and preventing ill health.
2. How social, economic, and environmental factors and wider determinants of health can influence a person's health and well-being.

The Relationship Between Meta-skills and Work Situations

Work Situation	Meta Skills Alignment											
	Adapting	Collaborating	Communicating	Creativity	Critical Thinking	Curiosity	Feeling	Focusing	Initiative	Integrity	Leading	Sense Making
Practise safely and effectively within the scope of practice within the legal and ethical boundaries of the scope of the profession.	✓	✓	✓			✓	✓	✓		✓		
Look after their health and wellbeing, seeking appropriate support when necessary.							✓					✓
Practise as an autonomous professional, exercising their own professional judgement.		✓	✓		✓			✓	✓	✓	✓	✓
Recognise the impact of culture, equality and diversity on practice and practise in a non-discriminatory and inclusive manner.						✓	✓				✓	
Communicate effectively, maintaining confidentiality and records appropriately.	✓	✓	✓	✓	✓			✓		✓	✓	✓
Work appropriately with others.	✓	✓	✓	✓		✓	✓			✓	✓	
Reflect on, review and assure the quality of own practice.	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓
Understand and apply the knowledge and skills base relevant to the profession.	✓				✓	✓		✓	✓		✓	
Establish and maintain a safe practice environment.		✓	✓		✓			✓	✓	✓	✓	
Promote public health and prevent ill-health.		✓								✓	✓	

The table above indicates where there are opportunities to develop and evidence meta-skills in each work situation within the occupation profile. Please note, this information is for guidance, and indicates where meta-skills are explicit rather than an exhaustive list. There may be opportunities for individuals to develop and evidence other meta-skills when carrying out their role.