



**MEDICAL SCIENCES COUNCIL  
OF NEW ZEALAND**

TE KAUNIHERA PŪTAIAO HAUORA O AOTEAROA

# WORK-BASED ASSESSMENT GUIDE

ANAESTHETIC TECHNOLOGY

A GUIDE FOR ANAESTHETIC TECHNICIANS REQUIRED TO  
COMPLETE A WORK-BASED ASSESSMENT FOR THE PURPOSE  
OF REGISTRATION OR AN ANNUAL PRACTISING CERTIFICATE

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*Work-Based Assessments:*

*A guide for practitioners required to complete a work-based  
assessment for the purpose of registration or an annual  
practising certificate*

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## WORK-BASED ASSESSMENTS

Work-Based Assessments (WBAs) are used by the Council in the following circumstances:

1. Anaesthetic technicians, who already hold registration with the Council but who have not held an APC or practised within the profession within the last five years, may be required to complete a WBA for the purpose of being issued with an annual practising certificate.
2. Overseas-trained anaesthetic technicians who may not have an equivalent qualification and/or the required experience.





## PROCESS FOR WORK-BASED ASSESSMENTS

Work-Based Assessments are carried out in the health facility where the anaesthetic technician is employed.

A WBA is conducted within one day. The practitioner is assessed against a set of Council-approved criteria as set out in this document.

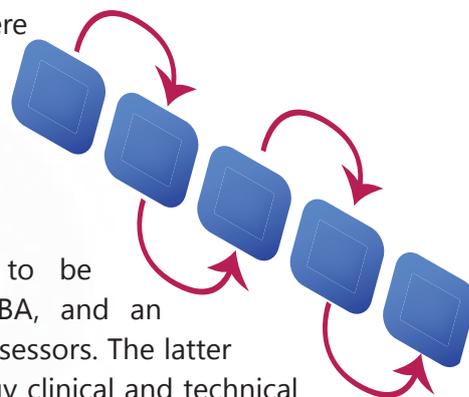
The assessment includes both a self-assessment that is to be completed by the practitioner prior to the day of the WBA, and an on-site assessment conducted by two Council-approved WBA assessors. The latter covers an assessment of the practitioner's anaesthetic technology clinical and technical skills and knowledge including a machine check assessment.

An oral session is conducted following the practical assessment. During this session you will be asked questions to test your theoretical knowledge relevant to your scope of practice. The level of practice expected is that of a graduating AT.

A WBA is typically conducted by two assessors appointed by the Medical Sciences Council (MSC).

The assessors are required to have at least five-years clinical experience and hold a current annual practising certificate (APC).

Upon completion of the WBA all documentation is forwarded to the MSC.





## WBA COMPONENTS

### SELF-ASSESSMENT

Prior to the WBA, the practitioner is to complete a self-assessment against a set of Council-approved criteria, and must be completed at least two weeks prior to the day of the WBA.

### ON-SITE WBA

The WBA covers an assessment of the practitioner's anaesthetic technology clinical and technical skills and knowledge including a machine check assessment, followed by an oral session of questioning to test the practitioner's theoretical knowledge.

### WBA REPORT:

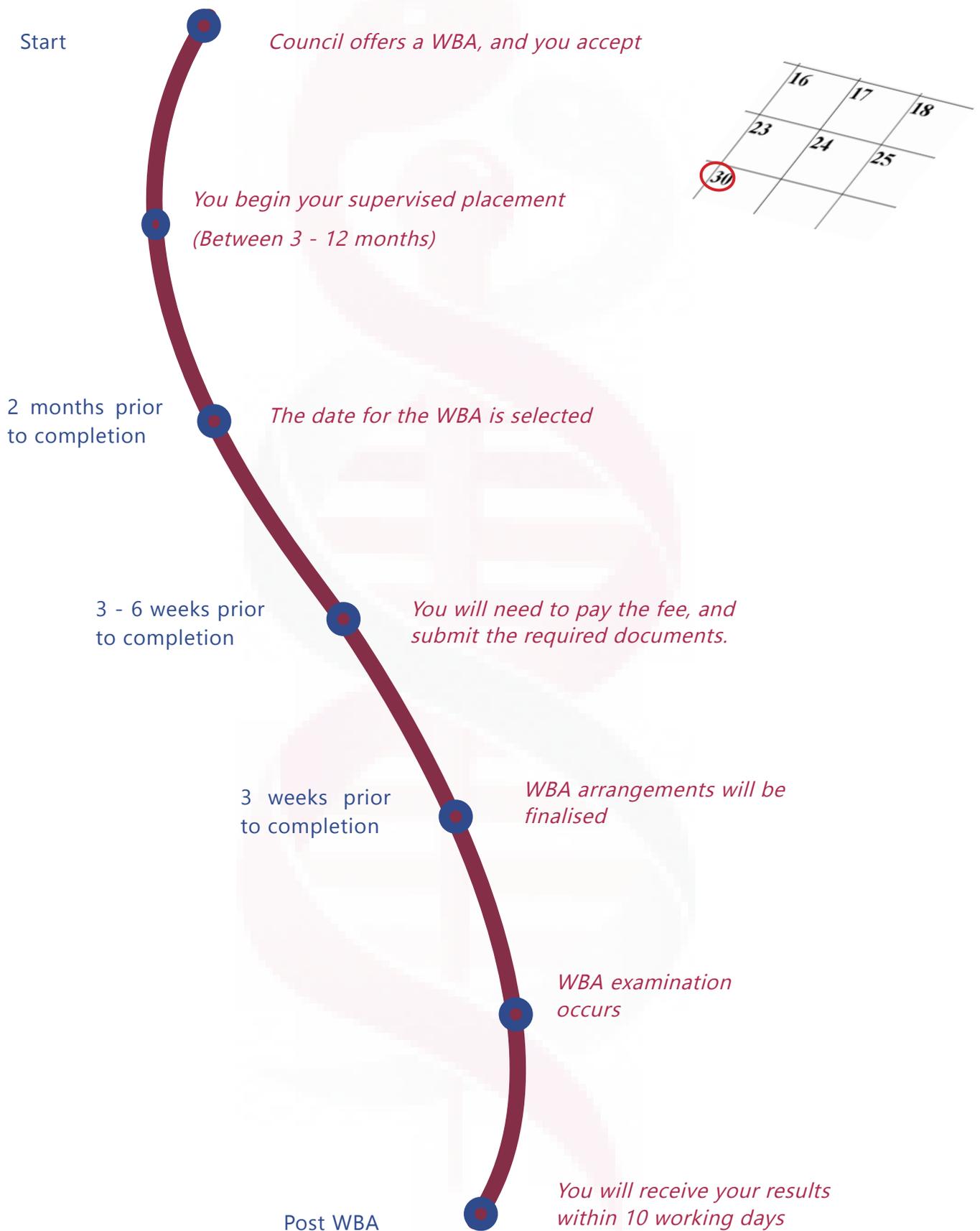
The WBA assessors complete a written report summarising the findings of their assessment of the practitioner's skills and knowledge of the competencies required to practise as an Anaesthetic Technician.

### APPROVAL OF REGISTRATION AND/OR ISSUING AN APC

Following the outcome of the WBA, the Council is responsible for making the final decision as to whether or not the practitioner will be granted registration and/or issued with an APC. The WBA assessors will give the practitioner a indication of their assessment on the day.



## WBA TIMELINE:



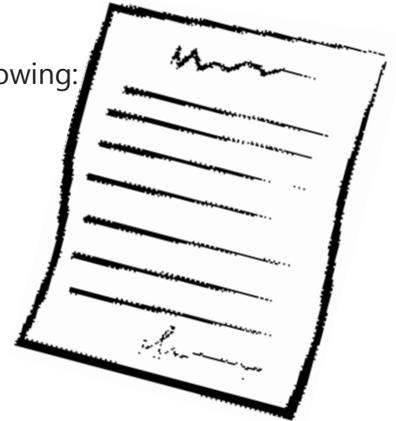


## REQUIRED DOCUMENTATION

### WHAT YOU NEED TO SUBMIT

Three to six weeks prior to sitting the WBA you are required to submit the following:

- ✓ Fee payment (as stated on the MSC website)
- ✓ Completed self-assessment form
- ✓ CV



### WBA REPORT

After the WBA assessment has been completed the assessors will complete a report summarising the findings of their assessment of the your skills and knowledge of the competencies required to practise as an Anaesthetic Technician.

## WORK-BASED ASSESSMENT ASSESSORS

Each WBA is conducted by two Council approved WBA assessors. WBA Assessors are required to meet the following criteria:

- ★ Registered and hold a current practising certificate in their registered scopes of practice.
- ★ Have a minimum of five-years post-qualification experience in their registered scopes of practice.
- ★ Have demonstrated ability to undertake an assessor's role and responsibilities.



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 practise, before you start working. Before commencing your supervised practice, you must apply for a practising certificate. Once your supervisor and clinical site are approved, you will be able issued with a interim practising certificate.

### SUCCESS IN THE WBA

Even if you are successful in your WBA, you must continue to work under supervision until you receive your full annual practising certificate.

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



## *REQUIREMENT AND RESPONSIBILITIES OF THE SUPERVISOR*

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.
- ✓ Be participating in a CPD programme.
- ✓ Have at least two-years post-qualification clinical experience.
- ✓ 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:

- ✓ 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.
- ✓ Taking responsibility for your own, and the supervised practitioner's practice.
- ✓ Submit three-monthly supervisor reports using the provided Council template.

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

- ✓ The relationship with the supervised practitioner breaks down.
- ✓ 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.



## *YOUR REQUIREMENTS AND RESPONSIBILITIES 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.



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