

**Non-Physician Surgical Assistant
Job Description / Scope of Practice**

Job Title: Non-Physician Surgical Assistant (CSA – Certified Surgical Assistant)
Department: Surgery / Medical Staff
Classification: Mid-Level Professional (Allied Health – Medical Staff)

I. Job Summary:

The Non-Physician Surgical Assistant is responsible and accountable in collaboration with the Primary Surgeon to assess, plan, implement, and evaluate the care delivered to patients undergoing surgery. The Non-Physician Surgical Assistant is specifically trained to meet the unique needs of patients from Neonate to Geriatric. He/she is responsible for performing the duties of a Surgical Assistant during surgical procedures and participates as a Mid-level Clinical Professional on the surgical and perioperative team.

II. Job Relationships:

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| A. Responsible to: | Primary Surgeon |
| B. Positions supervised: | Other Surgical Assistants if in a supervisory role; students in a Surgical Assistant clinical rotation if in a Preceptor, Trainer, or Instructor role. |
| D. Interacts with: | Physicians, patients, patients' family, all unit staff, anesthesia providers, various levels of administrative and clinical support staff |

III. Qualifications:

The following qualifications are the minimum experience, education, and training requirements necessary to adequately perform this job.

A. Education and formal training:

1. Clinical Education and Training specific to performing duties as a Surgical Assistant.
2. Non-Physician Surgical Assistants (CSAs) must have graduated from a program approved by the NSAA (National Surgical Assistant Association), and The NCCSA (National Commission for the Certification of Surgical Assistants).
3. Non-Physician Surgical Assistants must successfully pass the NCCSA credentialing exam for the Certified Surgical Assistant (CSA).
4. Non-Physician Surgical Assistants must provide documentation of certification and re-certification as required by the state in which they operate and/or the National Surgical Assistant Association. They must also complete appropriate continuing medical education in order to maintain certification.
5. BCLS is required, and ACLS is recommended.

B. Work experience:

No prior work experience is required, provided that the Non-Physician Surgical Assistant (CSA) has been actively engaged in his/her clinical education program immediately (within 3 months) prior to application for medical staff privileges

C. Knowledge, Skills and Abilities required:

1. Excellent motor, eye-hand coordination and manipulative skills.
2. Effective communication and interpersonal skills.
3. Ability to implement a knowledgeable, skillful, and consistent plan of care in collaboration with the primary surgeon meeting the distinct requirements of the patient's age and physical needs.
4. Possesses technical and clinical skills and knowledge required of the specific clinical specialty in which they are engaged.
5. Knowledge of sepsis and infection control.
6. Knowledge of surgical instruments and equipment / the ability to assemble necessary supplies, equipment, and instrumentation for expected surgical procedures based on patient's age and physical needs.
7. Knowledge of blood and body fluid precautions.
8. Knowledge of surgical positions and positioning devices.
9. Ability to establish priorities to meet changing needs of patient.
10. In-depth knowledge of Anatomy and Physiology related to surgical patients and procedures
11. Working knowledge of Pharmacology related to surgical drugs and their administration

IV. Special Conditions

- A. Unassisted, must be able to lift up to thirty pounds and assisted, with proper assistive devices, should be able to lift most patients using proper body mechanics.
- B. Job requires extensive bending, lifting, stretching, pulling, walking, and ability to work in stressful environment.
- C. Must be able to adapt to alterations in rest patterns.
- D. Must be able to work around blood and body fluids, hazardous materials, and radiation.

V. Job Responsibilities

Performs duties below following established policies/procedures with emphasis on continuous improvement, risk management, safety, confidentiality, patient and guest relations and universal precautions.

- A. Demonstrates sound knowledge and skills related to providing Surgical Assistance to the Primary Surgeon.
- B. Assists with Patient transport, movement, and positioning
- C. Assists Anesthesia personnel with initial induction of patients under anesthesia, assists with transporting patient to Post Anesthesia Care Unit (PACU), or Intensive Care Unit (ICU)
- D. Must complete all appropriate paperwork required by the surgeon and facility.
- E. Performs other related perioperative tasks and duties as directed by surgeon.

- VI. **Classification of Care** – This Scope of Practice defines the responsibility and accountability to assess, plan, implement, and evaluate the perioperative care delivered to patients undergoing surgery.
- A. Non-Physician Surgical Assistants (CSAs) assist Physicians in surgery and may perform specific significant surgical tasks under “Professional Direction and Supervision”. (Significant surgical tasks include, but are not limited to: opening and closing operative sites, harvesting grafts, dissecting tissue, removing tissue, inserting trocars or other access devices, implanting devices, altering tissues, injecting local anesthetics, placement of intravenous and intra-arterial lines, and other *tasks delegated by the primary surgeon, and for which the Non-Physician Surgical Assistant has been specifically trained*).

Job description / Scope of Practice:

In general, Non-Physician Surgical Assistants have the following responsibilities:

- * Determine specific equipment needed for surgical procedure
- * Review H&P and consent to confirm procedure and special equipment, medicine, or therapeutic needs
- * Selection and placement of x-rays for reference during the procedure
- * Moving and positioning of the surgical patient
- * Insertion and removal of catheters
- * Placement of pneumatic tourniquets
- * Removal of and Placement of casts, splints, and other orthopedic devices
- * Draping of surgical patient
- * Placement of access ports for minimally invasive and robotic procedures
- * Administer medications and local anesthetics
- * Place IVs, Arterial Lines, and other such necessary procedures as directed by the surgeon
- * Operation of intra-operative surgical devices (to include, but not limited to stapling devices, ligating devices, ablating devices, energy sources, retraction devices, etc.)
- * Retraction of tissue and organs for optimal visualization with regard to tissue type and appropriate retraction instrument and/or technique
- * Maintenance of hemostasis by direct pressure, use and application of appropriate surgical instrument for the task, placement of ties, placement of suture ligatures, application of chemical hemostatic agents, or other necessary measures
- * Cauterization of vessels for hemostasis
- * Clamp, ligate, and cut tissue as necessary
- * Harvest veins and arteries when needed for replacement of damaged vessels
- * Mature Colostomies and Ileostomies
- * Placement of Wound Vacuum Systems
- * Closure of all wound layers (fascia, subcutaneous and skin)
- * Verification and Marking of Specimens
- * Insertion of drainage tubes (Including, but not limited to wound drainage, chest tubes, oro-gastric and naso-gastric tubes, as well as bladder catheters)
- * Select and apply appropriate wound and compression dressings
- * Assists with resuscitation of patient during cardiac arrest or other life-threatening events in the operating room
- * Performs any other duties or procedures incidental to the surgical procedure deemed necessary for patient safety and optimal patient outcomes.

- B. Non-Physician Surgical Assistants may, under “Professional Direction and Supervision”, Participate in Follow-up Floor Rounds on surgical patients as directed by Physician, Write in Progress Notes, and may take verbal orders and write orders directed by Physician

- C. Non-Physician Surgical Assistants may mark site on patient according to AORN Site Marking guidelines, with knowledge of the patient and planned procedure to be performed.
- D. *Non-Physician Surgical Assistants may perform any other significant surgical tasks delegated by the primary surgeon, for which the Non-Physician Surgical Assistant has been specifically trained.*

VII. Medical Staff Requirements: Definition and Level of Supervision

- A. “Supervising Physician” means the licensed Doctor of Medicine, Doctor of Osteopathy, Oral Surgery, or Podiatry, which has accepted responsibility for the supervision of the service that a Non-Physician Surgical Assistant renders.
- B. “Professional Direction and Supervision” means the supervising physician is within the facility in which the Non-Physician Surgical Assistant is functioning, or is directly in contact with the Non-Physician Surgical Assistant for non-invasive tasks such as rounding, writing orders, and follow up tasks deemed necessary by physician.

VIII. Disciplinary Action

- A. The “Supervising Physician” is ultimately responsible for the care of the patient, and failure to follow the rules could result in failure to utilize the privileges of the Non-Physician Surgical Assistant.
- B. Non-physician Surgical Assistants must adhere to hospital policies and procedures, and in accordance with the scope of practice and other State laws and regulations.

Recognition of receipt and agreement:

Non-Physician Surgical Assistant

_____ Date _____