

## Job Description

**JOB TITLE:** Advanced Pharmacist – Cancer & Homecare

**BAND:** 8A

**BASE:** Blackpool Victoria Hospital

**RESPONSIBLE TO:** Deputy Director of Pharmacy

**ACCOUNTABLE TO:** Director of Pharmacy

**DBS:** Enhanced

### **JOB SUMMARY:**

This post will manage and develop the use homecare medicines services within cancer services and support the provision of clinical pharmacy services to Haematology and Oncology services at Blackpool Teaching Hospitals.

Key duties include:

- To assist in the provision of clinical services to all haematology and oncology patients within the Trust and the Tertiary Haematology Centre.
- In conjunction with other members of the oncology/haematology service, audit, monitor and develop oncology/haematology services within the Trust.
- To prescribe in line with Trust objectives and policies (subject to possession of relevant qualification).
- To contribute to service improvement initiatives within other disease group areas.
- To manage services for the homecare specialist area through liaison with external providers
- To lead on the development of evidence-based prescribing, policies, protocols and care pathways.
- To provide support to the dispensary and aseptic production unit as required
- To provide advice on medicine related issues to healthcare professionals
- To participate in the Trust's Quality, Efficiency and Productivity (QEP) programme by identifying and implementing potential saving or service development schemes.

- To provide education and training support to nursing, medical staff, and patients.
- To participate in weekend and Bank Holiday rotas and additional out of hours and emergency duty commitment (EDC) duties as required to meet the needs of the service.

## **DUTIES AND RESPONSIBILITIES**

### **Haematology / Oncology**

1. Liaise with oncology/haematology day unit, ward and the Pharmacy aseptic unit to ensure prescriptions for chemotherapy are received before chemotherapy is due – To include:
  - a. Clinical validation of chemotherapy prescriptions and prescriptions for other medications necessary for patients receiving chemotherapy.
  - b. Liaise between day unit, ward, and production unit over prescriptions for treatment which is deferred.
2. Provide a high standard of clinical pharmacy service to haematology/oncology ward and haematology/oncology day unit. This will involve making highly complex interventions and will be in line with the Clinical pharmacy service objectives.
3. Ensure maintenance of a high standard clinical pharmacy service to out-patients attending the Macmillan Windmill Unit.
4. Ensure patients receiving chemotherapy receive accurate understandable advice on how to take their chemotherapy or medication to manage the side effects of chemotherapy.
5. Act as a system administrator for the electronic prescribing system for chemotherapy.
6. In conjunction with the Lead pharmacist develop policies connected with safe administration and handling of chemotherapy and ensure such policies are regularly updated.
7. Assist in keeping information on chemotherapy protocols used within the trust up to date and ensure such information is provided to all users of chemotherapy within the trust.
8. Manage and update the drug formulary for drugs used in oncology and haematology to include liaison with the aseptic unit and consultants over the introduction of new items.
9. Assist in the completion of risk assessments on all aspects relating to patient safety in the provision of chemotherapy services to the cancer unit with the

objective of ensuring that the trust is aware of and compliant with good practice standards and fulfil the requirements of clinical governance.

10. Deputise for the Lead Pharmacist – Haematology/Oncology where appropriate.
11. Participate, and lead on departmental audits as required.
12. Be responsible for medicines management process in designated areas.

### **Homecare Medication Services**

1. To co-ordinate with multidisciplinary healthcare teams to implement new homecare services.
2. To work with multidisciplinary healthcare teams to review existing and develop new homecare service specifications.
3. To work with Clinical Pharmacy Team Leaders, Lead Pharmacists, and other Pharmacy staff to identify, plan, and develop new opportunities for homecare services.
4. To co-ordinate the service review meetings for homecare medicines services, working closely with pharmaceutical companies, homecare companies, pharmacists, nurses, doctors, other healthcare staff, and patients.
5. To support the Specialist Homecare Technician in ensuring compliance with current homecare medicines management guidance and contributes nationally to the development of homecare medicines management guidance and policy Maintain the Homecare SOPs and manage any changes to the processes within the homecare service.
6. To maintain support for the Specialist Homecare Technician in relation to the homecare companies. Manage all homecare related incidents in conjunction with the homecare companies.

### **General**

1. To provide support to the dispensary and aseptic production unit as required
2. To ensure that compliance with legal, ethical and other applicable standards are achieved within the post holders designated areas of responsibility.
3. To provide quicker access to medicines through their role as a non-medical prescriber and therefore reduce length of stay.

4. To act as a role model for pharmacy colleagues and junior doctors to facilitate safe and effective management for general palliative care patients.
5. To participate in the clinical education and training of health care professionals (both undergraduate and postgraduate) in the rational and appropriate use of medicines.
6. To participate in the departmental staff appraisal programme, identifying development, training needs and monitoring continuing professional development as per departmental policy and national guidelines from the Royal Pharmaceutical Society.
7. To participate in the department's continuing education activities including the training of trainee pharmacists and Diploma pharmacists.
8. Ensure patients have a better understanding of their medicines and treatment goals through appropriate education and written documentation, to reduce wastage of medicines and improve effectiveness of prescribing.
9. Continually promote the responsible, safe and cost-effective prescribing of medicines to optimise clinical outcomes, minimise adverse reactions and errors.
10. Represent the department at meetings/committee relevant to the post holder's level of knowledge and skills.
11. Record regularly clinical interventions, Transfer of care referrals and activities in line with departmental policy.
12. Participate in the maintenance and development of clinical services to wards and departments within Blackpool Teaching Hospitals NHS Trust in accordance with current policies with specific responsibility for a designated clinical speciality.
13. Participate in weekend/Bank Holiday and on-call rotas.
14. Safety – Be aware and operate within the current Health and Safety legislation, including COSHH and the department's safety policies and ensure safe working practices within the area of work. Adhere to high standards of safety in carrying out duties within the department and the wards, including annual attendance at fire lectures.
15. Confidentiality – Strictly observe confidentiality of all information concerning patients, and to adhere to the Data Protection Act.
16. Professionalism and Values– Represent the department to a high professional standard in conduct, manner, and appearance, and to uphold the values of the trust.
17. Carry out duties accurately and effectively adhering to departmental procedures and Standard Operating Procedures. Undertake any other

reasonable duties, consistent with the grade of job, to ensure safe, effective and cost-effective service provision.

## **Additional information**

*BTH is part of the Lancashire & South Cumbria NHS Collaborative, therefore all roles will be required to support system wide working across the Lancashire & South Cumbria regions.*

## **GENERAL REQUIREMENTS**

### **1. Quality**

Each member of staff is required to ensure that:

- a) The patient and customer are always put first.
- b) That in all issues, the patient/customer requirements are met, and all staff contribute fully to achieving the Trust's corporate goals and objectives;
- c) That all staff hold themselves personally responsible for the quality of their work and therefore seek to attain the highest standards achievable within their knowledge, skills and resources available to them in furtherance of the Trust's Vision and in embedding the organisation's Values.

### **2. Confidentiality**

Each member of the Trust's staff is responsible for ensuring the confidentiality of any information relating to patients and for complying with all the requirements of the Data Protection Act whilst carrying out the duties of the post. Any breaches in confidentiality will be dealt with by the Trust Disciplinary Procedure and may result in dismissal.

### **3. Data Protection/Freedom of Information Acts**

Carry out any requirements within the duties applicable to the Data Protection Act, 1998 and the Freedom of Information Act 2000.

### **4. Health and Safety**

Each member of the Trust's staff is responsible for ensuring that they carry out the duties of their post in accordance with all appropriate Health and Safety legislation (Health & Safety at Work Act 1974), guidance and procedures and they do not, by any act or omission on their part, create a threat to the Health and Safety of any other person.

### **5. Equality & Diversity**

It is the responsibility of all employees to support the Trust's vision of promoting a positive approach to diversity and equality of opportunity, to eliminate discrimination and disadvantage in service delivery and employment, and to manage, support or comply through the implementation of the Trust's Equality and Diversity Strategies and Policies.

## **6. Working Time Directive**

You are required to comply with the regulations governing working time and to any locally agreed associated arrangements.

## **7. Harassment & Bullying**

The Trust condemns all forms of harassment and bullying and is actively seeking to promote a workplace where employees are treated with dignity, respect and without bias.

## **8. External Interests**

Each member of the Trust's staff is responsible for ensuring that any external interest they have does not conflict with the duties of their posts and they must disclose the external interest if this is likely to occur, or if they are in any doubt about a possible conflict of interest

## **9. Mandatory Training**

Each member of the Trust's staff has a statutory obligation to attend mandatory training. It is the responsibility of each member of staff to ensure that they comply with this legal requirement.

## **10. Flexibility**

This job description is intended to act as a flexible guide to the duties of the post and therefore will require revision in consultation with the post holder to reflect the changing requirements of the post, to enable the Trust to achieve its corporate goals and objectives.

## **11. Smoke-free Policy**

In line with the Department of Health guidelines, the Trust operates a strict smoke-free policy.

## **12. Safeguarding**

The Trust are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expect all staff and volunteers to share its commitment.

Rigorous recruitment checks are carried out on successful applicants who may be required to undertake Enhanced Disclosure via the DBS.



### 13. Sustainability / Net Zero Carbon

Blackpool Teaching Hospitals are committed to sustainable development, social value and achieving the NHS Net Zero Carbon reduction targets. All employees must play their part and adhere to the principals in the Green Plan, this will ensure our services are efficient, sustainable and carbon emissions are reduced. As an employee you will be expected to conserve energy and water, minimise waste in all formats, actively promote biodiversity and use sustainable transport whenever possible.

- **Energy:** Switch off non-essential electrical equipment / lighting when not in use. Report heating issues, building too hot / too cold to the Estates Team.
- **Water:** Do not leave taps running and report all drips, leaks, and condensation issues to the Estates Team.
- **Waste:** Follow the Trust waste policy – Reduce – Reuse – Recycle do not overorder equipment / medicines. Healthcare waste must be disposed of in line with the Trust's waste management policy.
- **Biodiversity:** Enhancing biodiversity has a wealth of positive outcomes for our colleagues, services users and the environment. Think of your site, can an area be improved to have a quality green space, specific planting for habitat improvement or the installation of a couple of bird boxes? Contact the estate team for further details
- **Transport & Travel:** Where possible lift share, cycle, walk or use public transport

### 14. Active Travel

Blackpool Teaching Hospitals encourages employees to participate in active travel methods to and from their place of work, where possible. All main Trust sites are on local bus routes, have access to good cycle storage facilities and have safe paths for walking. Please note, car parking is limited at main Trust sites and therefore other modes of transport may be a more suitable, healthy, and sustainable choice.