

Job Description

1. Job Details

Job Title:	Advanced Mental Health Pharmacist
Reports to:	Deputy Chief Pharmacist (Clinical Services)
Accountable to:	Deputy Chief Pharmacist (Clinical Services)
Band:	AfC Band 8a + EDC
Main Location:	Kingsway Hospital, Derby
Date:	April 2024

2. Job Summary

Participate in the pharmacy department's provision of safe, effective and responsive clinical and pharmaceutical supply services to Derbyshire Healthcare NHS Foundation Trust and any contracted services.

Lead and develop the pharmacy service provided to mental health services in a particular region of Derbyshire or clinical area.

Deliver general and mental health highly specialist clinical pharmacy services to community and/or inpatient sectors.

Provide general and mental health highly specialist medicines information and advice to healthcare professionals, carers and patients in line with professional knowledge, local policies, clinical guidelines and medicines legislation. Provide mental health specialist advice in the management of complex and highly complex cases.

Review and critically appraise emerging clinical evidence in an allocated specialist mental health therapeutic area to support medicines-related committees such as the Medicines Management committee and the Joint Area Prescribing Committee.

Operationally line manage Specialist Mental Health Pharmacists working under your area. Support other members of the pharmacy department as appropriate.

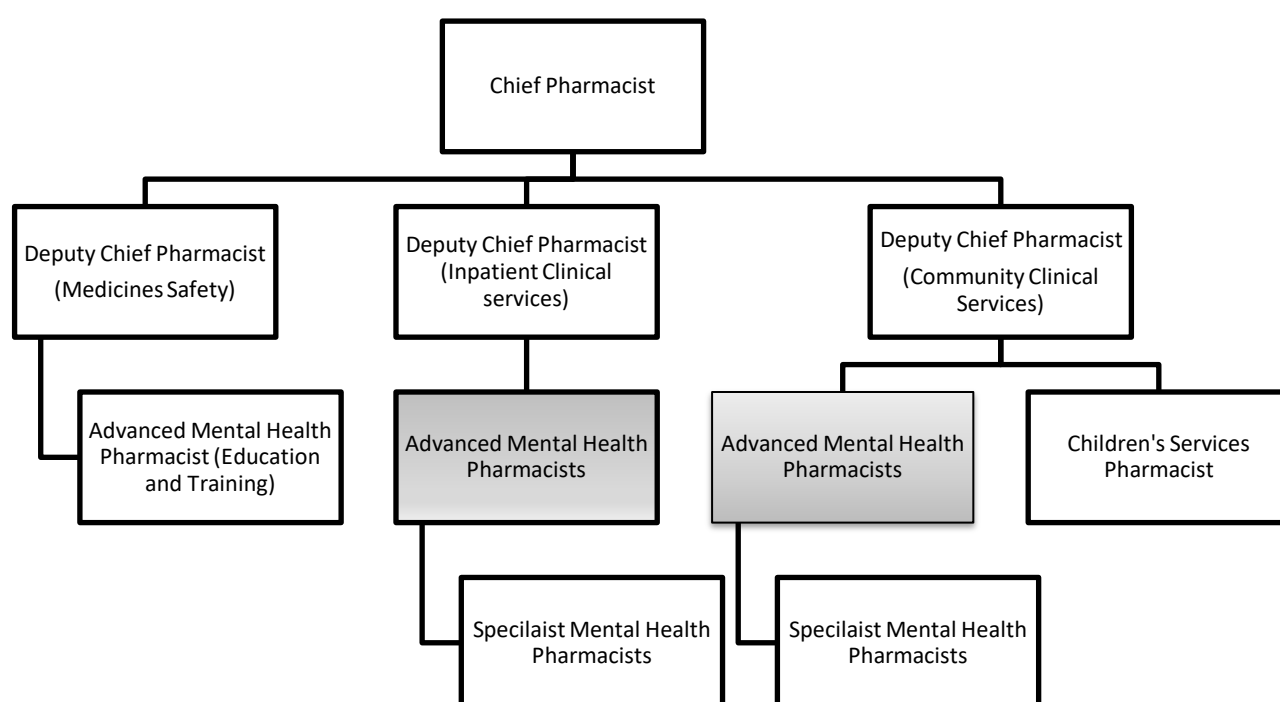
Participate in the pharmacy on-call, extended hours, weekend and Bank Holiday services.

3. Dimensions (Financial Responsibility)

Responsibility for:

- encouraging cost-effective prescribing of medicines.
- monitoring medicines expenditure within specialist areas of responsibility.
- identifying causes of waste of pharmaceutical products.
- security of pharmacy stock and premises.

4. Organisation Chart



This only includes the structure for pharmacists - a full management structure diagram is available on request

5. Knowledge, Skills and Experience

- BSc, BPharm or MSc in Pharmacy
- Registered as a pharmacist with the General Pharmaceutical Council (GPhC)
- Postgraduate Diploma in mental health pharmacy; or a Postgraduate Diploma in clinical pharmacy and equivalent experience
- Qualified as a Pharmacist Independent Prescriber and UK accreditation (or willingness to attain this)
- Highly specialist knowledge of mental health medication and therapeutics, other therapeutic area or highly generalist knowledge.
- Advanced experience of working as a specialist pharmacist
- Knowledge of the application of critical evaluation skills in the review of academic literature in the context of specialist pharmacy practice
- Skills in listening, motivating, influencing and negotiation with patients, carers and healthcare professionals
- Able to manage own workload and also provide direction, planning and supervision of mental health specialist, clinical and pre-registration pharmacists' workload
- Able to act with a high level of professional autonomy, which may require difficult decisions to be made
- Skills in training, target setting, mentoring and supervision of colleagues within the clinical pharmacy service

6. Key Result Areas

Professional and Personal Requirements

- Undertake and record continuing professional development and maintain professional registration.
- Comply with the Standards of Conduct, Ethics and Performance mandated by the General Pharmaceutical Council.
- Comply with Trust policies and local procedures.
- Undertake all training required by the Trust and the pharmacy department.
- Identify, comment on, or propose and implement changes to policies and pharmacy procedures in conjunction with senior Pharmacy staff.
- Participate in the Trust and departmental processes for management supervision, professional supervision and appraisal. Work to complete agreed personal objectives.
- Take responsibility for completion of own clinical supervision within the pharmacy department. Provide clinical supervision to pharmacist colleagues.
- Be accountable for own professional actions.
- Seek advice from more senior pharmacy staff when own knowledge is insufficient to respond adequately to a situation.
- Participate in the routine work of the department including dispensary duties and act as the Responsible Pharmacist for the dispensary as required. Note: this would not be a significant part of the role and routinely would only be one session a fortnight or for unplanned absence cover.
- Propose and implement changes or enhancements to the pharmaceutical service and systems in response to altered activity patterns, service user needs or other changes.
- Participate in the departmental rotas for on-call, extended hours, weekends and Bank Holidays.

Communication

- Communicate highly complex general and mental health specialist medicines or medicines management information, which may at times be personally sensitive, to prescribers, healthcare staff, carers and patients; including those who have disabilities or language difficulties or who may challenge advice.
- Communicate job-related or patient-related information to other members of the pharmacy team, or the multidisciplinary team responsible for a patient's care where appropriate and relevant and in accordance with Information Governance.

Pharmacist Duties

- Take local responsibility for a pharmacist service to allocated teams. Review any relevant stock lists if applicable regularly taking into consideration usage, service resilience, costs and prescribing trends. Supervise medicines reconciliation for patients admitted to inpatient wards or equivalent clinical teams.
- Review prescriptions and information relating to individual patients and provide relevant general and mental health highly specialist advice about medicines, possible side-effects, dosages, administration, supply, storage and destruction. Provide mental health highly specialist advice in the management of complex and highly complex cases where information is lacking and medical or other opinion differs; including interpretation of medication histories as well as analysis and comparison of a range of treatment options.
- Utilise prescribing qualification in accordance with Trust Non-Medical Prescribing Framework and departmental processes.
- Support wards and clinical teams to ensure compliance with Trust medicines policies, medicines management standards, clinical guidelines and medicines legislation.
- Work with other pharmacy staff to identify, prioritise and resolve pharmaceutical problems and to communicate relevant issues to the multi-disciplinary or management teams.
- Maintain patient records relating to medicines management where directly involved in the patient's care.
- Make general and highly specialist mental health pharmaceutical interventions and maintain records of clinical activity and interventions made, using departmental systems and in accordance with departmental requirements.
- Review and critically appraise emerging clinical evidence in an allocated specialist mental health therapeutic area. Provide the necessary interpretation, create or update local documentation (eg clinical guidelines, patient group directions) and present the information to the Medicines Management Committee and other relevant Trust forums.
- Order medication for patients on a ward or under the care of a clinical team, in the absence of the pharmacy technician and where the need for the medication is urgent.
- Supervise the work of pharmacy staff in clinical areas to ensure that medicines reconciliation, medicines ordering and discharge medication processes have been completed accurately, without undue delay and in compliance with relevant legislation, policies and procedures.
- Supervise the work of pharmacy staff when working in the dispensary to ensure that the dispensing process has been completed accurately and in compliance with the policies and procedures of the pharmacy department and medicines legislation.
- Maintain up-to-date evidence of completing Good Clinical Practice training and contribute to checking the dispensing of clinical trial medication by the pharmacy department.
- Be the "Responsible Pharmacist" when working in the dispensary.

Audit, Quality Assurance and Quality Improvement

- Identify areas of pharmacy activity, medicines use or medicines management that would benefit from audit or a quality improvement project.
- Develop, organise and/or participate in quality improvement projects of pharmacy activity, medicines use or medicines management. Evaluate and present the findings of audits.

Education

- Develop, organise, deliver and evaluate medicines education sessions to patients and carers, to healthcare professionals or to pharmacy colleagues, in conjunction with the Lead Pharmacist for Training and Development.
- Plan and organise the teaching, mentoring and assessment of colleagues as part of a training plan (eg for accredited checking technicians or junior pharmacists)
- Contribute to supporting trainees, undergraduate students and pre-registration pharmacists in collaboration with the Lead for Education and Training.

Specialist Area of Responsibility

- Plan, develop, organize, lead and evaluate clinical practice around medicines within the Trust, in conjunction with senior Pharmacy staff. Identify national and local policies, guidelines or initiatives concerning the safe and effective use of medicines (for physical health and mental health) and promote their implementation within the Pharmacy department and the Trust.
- Lead and supervise the pharmacy services provided to the Trust's mental health services in allocated areas of work.
- Monitor medicines use and expenditure within these services. This will include developing and presenting reports to other healthcare professionals/ groups/ committees.
- To work with clinical areas to develop services / new ways of working. This may include jointly developing and presenting business cases and options appraisals etc.

Health and safety

- Comply with Health and Safety legislation and local policies and take responsibility for raising concerns about hazards and risks in the working environment and for reporting accidents and untoward incidents.
- The post-holder must not, by act or omission, wilfully endanger themselves or others while at work.
- Maintain the safety and security of the pharmacy department and of medicines in clinical areas by complying with departmental and Trust procedures.
- Ensure own safety by adhering to the Trust's Lone Worker Policy.

Leadership and Management

- Comply with the supervisee requirements for management supervision as specified in the Trust's Supervision Policy and Procedure.
- Work to achieve agreed personal objectives
- Operationally line manage Specialist Mental Health Pharmacists allocated to your area.

Values

As an employee of Derbyshire Healthcare NHS Foundation Trust you are required to adhere to the Trust's overriding value of putting "patients at the heart of everything we do". In recognising both the values expressed in the NHS Constitution and the Trust Values you will:

- Take pride in the Trust, show loyalty and commitment.
- Build and maintain trust in all our relationships.
- Treat everyone with respect, recognise people's differences.
- Value everyone, listen to others and respond accordingly.
- Be positive, honourable and honest but also sensitive
- Be respectful, welcoming, polite and courteous.
- Put quality at the centre of all we do.
- Educate and develop ourselves to perform to the highest standards

Safeguarding

Safeguarding – The action we take to promote the welfare of children and vulnerable adults and protect them from harm

SAFEGUARDING CHILDREN & VULNERABLE ADULTS IS EVERYONE'S RESPONSIBILITY

All staff working within Derbyshire Healthcare NHS Foundation Trust who come into contact with children, young people and/or their families/carers, including those who are non-clinical and those who work predominantly with adults has a duty within their role and responsibility to ensure that they understand what is required of them as an individual and as part of the wider organisation in order to keep children and vulnerable adults safe.

Information Governance

The Derbyshire Healthcare NHS Foundation Trust requires its staff to comply with Information Governance related standards and policies at all times when dealing with confidential information, which includes any information relating to the business of the Trust and its service users and employees.

All NHS employees are bound by a duty of confidentiality and must conduct their duties in line with the NHS Confidentiality Code of Practice, Data Protection Act and Freedom of Information Act.

Post-holders must maintain high standards of quality in corporate and clinical record keeping, ensuring information is always recorded accurately and kept up-to-date. The post holder must only access information, whether paper, electronic or in other media, which is authorised to them as part of their duties.

All information obtained or held during the post-holder's period of employment that relates to the business of the Trust and its service users and employees will remain the property of the Trust. Information may be subject to disclosure under legislation at the Trust's discretion and in-line with national rules on exemption.

Any breach of confidentiality or computer misuse could lead to disciplinary action, and in serious cases could result in dismissal. Breaches after the post-holder's employment has ended could result in the Trust taking legal action against them.

Post-holders must ensure that they are aware of their responsibilities by attending the Trust's Mandatory Training and Induction programme.

Infection Control

All staff have a responsibility to appraise themselves of how the prevention of the spread of infection relates to their role. They have a responsibility to ensure they are aware of Trust policies and procedures in relation to infection prevention and control and ensure that they comply with them in fulfilling their role.

7. Communications and Working Relationships

INTERNAL

- Pharmacy team
- Clinical teams
- Operational managers
- Corporate staff
- Trust committees

EXTERNAL

- Healthcare staff
- Carers
- Families
- Voluntary sector

8. Most Challenging Part of Your Job

- Leading the provision and evaluation of a specific pharmacy service
- Planning and prioritising tasks where activities may be highly complex, workload is varied and unpredictable and where demands can be made at short notice.
- Offering timely and appropriate mental health highly specialist clinical advice on medication and medicines management, including advice in complex and highly complex cases, interpretation of highly complex medication histories, analysis and comparison of treatment options where advice may be challenged and where information is lacking and medical or other opinion differs.
- Maintaining concentration in environments where there are multiple distractions.
- Influencing prescribers to work within the boundaries of the evidence-base and economic considerations, while maintaining working relationships with the clinical team and providing effective and safe treatment options for patients.

9. Job Description Agreement

Job Holder's Signature Date

Senior Officer/Head of Department's Signature

Title Date

Job Description Additional Information

Physical Effort

- Frequent requirement for sitting in a restricted position or standing, for prolonged periods
- Light physical effort, moves pharmacy boxes and supplies
- Walking between locations

Mental Effort

- Concentration for reviewing prescriptions, calculations, statistics. The work pattern may be unpredictable and interrupted by urgent requests for advice or to provide support to clinical or dispensary activities.
- Occasional prolonged concentration is required, such as critically evaluating professional and academic literature when synthesising best-practice guidelines or evaluating patient treatment options.

Emotional Effort

- Occasional exposure to distressing or emotional circumstances when performing patient-related duties such as communicating with distressed patients or reading highly distressing information in patient care records

Working Conditions

- Occasional exposure to highly distressing circumstances, such as verbal and physical aggression from patients and potential risk of physical assault by patients
- Exposure to unpleasant mandatory controlled working temperatures in dispensing areas and clinic rooms
- Extended periods of time using display screen equipment, keyboard and mouse
- Extended periods of time spent sitting
- Extended periods of time spent standing

Job Appendix Agreed

Job Holder's Signature Date

Senior Officer/Head of Department's Signature

Title Date

PERSON SPECIFICATION

Advanced Mental Health Pharmacist, AfC Band 8a + EDC

Area	Essential	Desirable
Attainment/Qualifications	<ul style="list-style-type: none"> • BSc, BPharm or MSc in pharmacy • Registered as a pharmacist with the General Pharmaceutical Council • Postgraduate mental health pharmacy diploma OR a postgraduate diploma in clinical pharmacy and equivalent experience. • Qualified as a Pharmacist Independent Prescriber and UK accreditation (or willingness to attain this) • Evidence of Continuous Professional Development 	<ul style="list-style-type: none"> • Member of the Royal Pharmaceutical Society • Accreditation by a recognised professional body such as the College of Mental Health Pharmacists (CMHP) or the Faculty of the Royal Pharmaceutical Society (RPS)
Skills	<p>Able to:</p> <ul style="list-style-type: none"> • work to a high level of accuracy in professional assessment of prescriptions and interpretation of information • discuss options and negotiate alternatives with other healthcare professionals • provide relevant pharmaceutical information, including mental health highly specialist information, to all levels of healthcare staff, patients and carers • work on own and organise own workload, including responding to interruptions and requests for support • work within a team to support individuals and the pharmacy service • Organise the work of others in the team and advise on prioritisation • Mentor other members of the pharmacy team and provide clinical supervision • Operationally line manage Specialist Mental Health Pharmacists allocated to your area 	<ul style="list-style-type: none"> • Competence in using the following computer programs: <ul style="list-style-type: none"> ○ MS Word ○ MS Excel ○ MS Powerpoint ○ MS Outlook • Competence in using web-based medicines information resources
Knowledge/Experience	<ul style="list-style-type: none"> • Hospital pharmacy experience including clinical ward services and medicines information • Highly specialist knowledge of mental health medications and therapeutics, other therapeutic area or highly generalist knowledge. • Experience of working as a specialist mental health pharmacist • Experience in critical evaluation of professional and academic literature • Experience of medication risk management and delivery of risk 	<ul style="list-style-type: none"> • Experience of working across organisational interfaces • Experience of quality improvement and service development • Experience of practicing as a prescriber

Area	Essential	Desirable
	<ul style="list-style-type: none"> reduction • Experience of audit and implementation of recommendations • Experience of working independently and managing own workload • Experience of working under pressure and to tight deadlines • Experience of mentoring, supervising or developing others • Experience in motivating or influencing others 	
Values	<ul style="list-style-type: none"> • <i>Respectful and build trust</i> • <i>Compassionate</i> • <i>Be responsive, listen and positive</i> • <i>Dignity</i> • <i>Value & support other people</i> • <i>Engage and encourage</i> • <i>Value learning and innovation</i> 	
Contractual Requirements	<ul style="list-style-type: none"> • Able to regularly travel between sites in Derbyshire. • Able to work on-call, weekends, Bank Holidays and extended hours 	