

## DIRECTORATE CLINICAL SUPPORT SERVICES

## JOB DESCRIPTION

POST	Clinical Pharmacist
PAY BAND	Band 6
RESPONSIBLE TO	Site Assistant Chief Pharmacist
ACCOUNTABLE TO	Chief Pharmacist
BASE	Diana Princess of Wales Hospital/Scunthorpe General Hospital

## ABOUT US

Northern Lincolnshire and Goole NHS Foundation Trust is on an improvement journey, with a strong focus on delivering quality care to our population of around 440,000 people. We provide a comprehensive range of secondary care services from three main centres, Grimsby, Goole and Scunthorpe, as well as community services in North Lincolnshire.

We aim to combine our patient first approach with innovation and creativity against a backdrop of holistic team working, as encapsulated in our vision and values – kindness, courage, and respect.

## ABOUT THE POST

Duties include providing a clinical pharmacy service to wards. Other duties include normal pharmaceutical duties throughout the department.

## DUTIES AND RESPONSIBILITIES OF THE POST HOLDER

Provides pharmacy services (e.g. clinical pharmacy, production, medicines information, medicines management in hospital; undertakes risk management and ensures compliance with Medicines legislation.

The postholder will supervise less experienced pharmacists and technicians.

Advises junior medical staff, nurses on pharmacy matters, may provide emergency services out of hours.

## PRINCIPAL DUTIES:

1. To provide ward and clinical services (as laid down in the Regional Pharmaceutical Officers “Standards for Hospital Pharmaceutical Services” document) to wards and to deputise for absent colleagues.
2. To liaise with the Trust Lead Clinical Services Pharmacist and assist in the provision of a service.

3. To lease with the Senior Pharmacist/Teacher Practitioner.
4. To promote safe, rational and economic use of medicinal products.
5. To promote compliance with the Trust's Hospital Formulary.
6. To liaise with pharmacists in Medicines Information, Procurement, Technical Services, Patient Services, Chemotherapy and Preparation Services on relevant issues.
7. To encourage and monitor compliance with the Guidelines of the Safe and Secure Handling of Medicines and any other relevant legislation and local policies within the Trust.
8. To undertake further training to attain a recognised qualification in Clinical Pharmacy.
9. To undertake normal pharmaceutical duties in the dispensary as and when required.
10. To participate in in-service training.
11. To participate in continuing education.
12. To work in other areas of the department to gain further experience.
13. To participate in the emergency duty scheme.
14. To participate in late duty, public holiday and Saturday working rotas.
15. This post is subject to Development Review.
16. Trust staff are responsible for protecting themselves and others against infection risks. All staff are responsible for protecting themselves and others against infection risks. All staff regardless of whether clinical or not are expected to comply with current Infection Control policies and procedures and to report any problem with regard to this to their managers. All staff undertaking patient care activities must ensure that they attend Infection Control training and updates as requested by the Trust

## **PERSONAL RESPONSIBILITIES**

As well as the departmental rules and procedures, which you are required to observe and follow, the Trust has developed a number of general policies and procedures which apply to your employment.

Whilst the Trust recognises specific responsibilities fall upon management, it is also the duty of all employees to accept personal responsibility for the practical application of these policies, procedures and standards. You should familiarise yourself with these, and ensure that you understand and adhere to them.

## OUR VALUES



Our values have been created in partnership with our most valuable asset – our employees. Our values set out a clear statement of our purpose and ambition which is to provide the very best in patient care, all of the time. We recognise that without the shared values driven responsibility that each and every person in our teams have, we could not provide excellent services to the patients that we care for. Crucially we recognise that looking towards the future, we must continue to create a culture that enables and drives our collective values and behaviours as an absolute fundamental foundation for both our staff and the patients that we serve.

## ADDITIONAL INFORMATION PERTINENT TO ALL STAFF

### Health and safety - Healthcare associated infection

Healthcare workers have an overriding duty of care to patients and are expected to comply fully with best practice standards. You have a responsibility to comply with Trust policies for personal and patient safety and for prevention of healthcare-associated infection (HCAI); this includes a requirement for rigorous and consistent compliance with Trust policies for hand hygiene, including the 'bare below the elbows' approach, use of personal protective equipment and safe disposal of sharps. Knowledge, skills and behaviour in the workplace should reflect this; at annual appraisal you will be asked about the application of practical measures known to be effective in reducing HCAI. The Trust has the responsibility of ensuring adequate resources are available for you to discharge your responsibilities.

## **Safeguarding**

The Trust has in place both a Safeguarding Children Policy and a Safeguarding Adults Policy in line with national legislation.

The Safeguarding Policies place a duty upon every employee who has contact with children, families and adults in their everyday work to safeguard and promote their welfare. In the event that you have concerns about possible harm to any child or adult you should seek advice and support from the Trust Safeguarding team or in their absence contact your line manager. Out of hours contact should be made with the on-call manager through switchboard.

The Trust has nominated Safeguarding Leads who act as contact points for support and advice if concerns are raised about a child or adults welfare. These individuals can be reached through switchboard during office hours, by asking for the Named Professionals for Safeguarding Children or Adults respectively.

The policies and procedures described below are located on the intranet and internet site and you should ensure you are aware of, understand and comply with these. In addition the Trust will publicise and raise awareness of its arrangements and provide appropriate resources and training.

## **Confidentiality**

All information, both written and computer based, relating to patients' diagnosis and treatment, and the personal details of staff and patients, is strictly confidential. The Northern Lincolnshire and Goole NHS Foundation Trust and its employees have a binding legal obligation not to disclose such information to any unauthorised person(s). This duty of confidence is given legal effect by reference to the Data Protection Act 1998 and the 'right to privacy' under the Human Rights Act 1998. It applies to any information which is processed by the Trust (i.e. stored, retained, maintained as a record, amended or utilised for the Trust's purposes as an NHS Hospital), from which a living person is capable of being identified. Individuals must observe a 'need to know' principle. No member of staff may seek out any information that they do not need to undertake their duties. This applies to clinical or other personal information of any third party.

## **Equality impact assessment**

The Foundation Trust aims to design and implement services, policies and measures that meet the diverse needs of our service, population and workforce, ensuring that none are placed at a disadvantage over others. We therefore aim to ensure that in both employment and the delivery of services no individual is discriminated against by reason of their gender, gender reassignment, race, disability, age, sexual orientation, religion or religious/philosophical belief, marital status or civil partnership.