

The Newcastle upon Tyne Hospitals NHS Foundation Trust

Job Description

1 Job Details

Job Title	Specialist Pharmacist
Pay band	7
Directorate	Pharmacy
Ward/Dept Base	Clinical Pharmacy
Hospital site	Different hospital sites across the Trust

Essential Requirements

- See Person Specification

Desirable requirements

- See Person Specification

2 Job Purpose

- To develop and maintain clinical pharmacy services in a specialist area or directorate within the overall Trust clinical pharmacy strategy.
- To participate in the provision of other pharmacy patient services functions.
- To promote the safe, rational and cost effective use of medicines by working closely with nursing and medical staff and health care managers.
- To perform the professional role of a Registered Pharmacist, including advice, supervision and co-operation with colleagues, particularly in relation to support/cover for absent colleagues.
- To support patients to achieve their health goals in relation to medicines by providing person centred care

3 Dimensions

- Helps integrate medicines reconciliation, targeted inpatient review and clinical handover into the existing medicines management framework
- Involved in providing clinical pharmacy services to designated multidisciplinary team structures e.g. outpatient and pre assessment clinics, board rounds, ward rounds
- Point of contact for nursing and clinical staff regarding medicines management issues
- Contributes to clinical audit
- Contributes to teaching e.g. medical and pharmacy students, clinical pharmacy technicians
- Monitors drug usage against the drug budget set for their designated specialist

- area providing financial reports on drug expenditure if required.
- Promotes rational and cost-effective prescribing strategies to their designated specialist area in order to ensure the quality of patient care and help control drug expenditure.

4 Organisational arrangements

Accountable to: Assistant Director of Pharmacy – Clinical Pharmacy & Supply Services

Managed by: Lead Clinical Pharmacist within designated specialist area, directorate or hospital site involved

Supervises: Clinical Technicians, Foundation Pharmacists and Pre-Registration Pharmacists assigned to the designated specialist area or directorate.

May act on behalf of Lead Clinical Pharmacist, within their designated specialist area, directorate or hospital site involved, in their absence.

5 Knowledge Training and Experience

- See person specification
- Professional requirement for CPD and continuing education as required by the General Pharmaceutical Council (GPhC)
- The post holder is required to go through an extensive induction over a period of 4-6week. This includes familiarisation with the Trust pharmacy policies, procedures and practices and meeting clinical and managerial staff involved with the specialist area or directorates to which they provide a service.

6 Skills

Communication and Relationships

- Provides specialist advice and recommendations to other healthcare staff including senior medical staff, general practitioners and nursing staff on matters related to the use of medicines in writing, in person and by telephone. May attend consultant ward rounds.
- Requires a high level of influencing and negotiating skills to meet the challenges healthcare staff may make concerning any recommendations.
- Provides advice and counselling to patients and carers who may be upset, anxious or angry on the appropriate use of their medicines.
- Required to produce clinical and technological documentation in an accurate concise manner e.g. drug prescribing protocols and patient group directions.
- Liaise with other specialised pharmaceutical services e.g. aseptic and cytotoxic services to ensure accurate and timely provision of treatment elements for complex chemotherapy schedules and supportive care treatments as required.
- Provides pharmaceutical collaboration with appropriate clinical laboratories to provide timely drug level monitoring, interpretation of test results and advice as

required

Analytical and Judgemental Skills required for the post

- Interprets complex prescriptions for drug problems such as drug dosage, drug interactions and appropriateness of therapy. Considers legality, clarity and risk associated with prescriptions and makes interventions to ensure safety and optimal therapy.
- Develops drug history for specific patients by interpretation of medical notes, GPs letters and verbal information from patient or carer.
- Critically evaluates published data in order to attain specialist knowledge of drug usage, which may be required when providing clinical advice to healthcare staff.
- Interprets clinical and financial data so that recommendations and decisions can be made on drug usage within their designated specialist area. Often the data may be incomplete or based on research, which may require specialist knowledge.

Planning and Organisational skills required for the post

- Reviews the pharmacy services provided to their designated specialist area or directorate in order to contribute to the planning, development and implementation of clinical pharmacy policy.
- Contributes to the organisation and development of pharmaceutical aspects of clinical audit or research carried out within their designated specialist area or directorate.
- Plan and revise training rota for pre-registration pharmacists / technicians, as required, when training in own specialist area.

Physical dexterity skill requirements

- Able to count, weigh, measure and compound extemporaneous medicines such as solutions, suspensions, emulsions, creams, ointments and powders as necessary.
- Selects correct medicinal product from a range of similarly packaged products.
- Uses pharmacy computer system to produce labels for medicinal products when necessary. Also uses e-mail, Internet sources and specialised databases to help keep knowledge up to date in order to answer medicine related questions.

7 Key result areas

Patient / Client care

- Provides clinical pharmacy services to a designated specialist area or directorate ensuring compliance with legal controls on the storage and use of medicines.
- Undertakes prescriptions screening, medication review, patient drug history taking, counselling and specialist drug ordering at ward level to ensure good prescribing practice and patient concordance.
- Records clinical interventions made as part of their prescription-monitoring role within their designated specialist area or directorate, allowing for the future assessment of clinical pharmacy and prescribing standards.
- Reports in a timely manner any adverse drug reactions (ADR) discovered within their designated specialist area or directorate, to the appropriate body.
- Ensures that prescribing and supply of medicines within their designated specialist area or directorate is carried out in accordance within the controls and guidance provided by the Area Prescribing Committee.

- Takes the lead in and may initiate pharmaceutical and clinical audits within the designated specialist area or directorate including audits suggested and facilitated by the Medicines Management Unit.
- To participate in the provision of out of hours pharmacy services, including weekends, late duties and Bank Holidays
- To participate in Major Accident and Security incidents involving pharmaceutical services
- To participate in clinical pharmacy duties having regard to both service provision and experiential learning requirements

Policy and Service Development

- Contributes to the development of clinical pharmacy services within the designated specialist area or directorate involved by ensuring their local implementation and review which may impact across the Trust.
- Works with senior medical staff to establish drug protocols within their designated specialist area or directorate.
- Works with other healthcare staff to develop Patient Group Directions within the designated specialist area or directorate.
- May contribute to policy development within their designated specialist area through membership of clinical groups.

Financial and Physical Resources

- Ensures the provision of financial analysis and forecasts in respect of medicines expenditure for designated specialist areas or directorate involved.
- Provides advice to health care staff on the security of medicines as they are delivered to and stored on clinical areas.
- Authorised signatory and responsible for the ordering / controlling use of specialist therapies.

Human Resources

Management

- Contributes to the development of improvements in the level of pharmaceutical care within designated specialist areas or directorate advising the Lead Clinical Pharmacist on the resources, which may be required.
- Ensure that clinical pharmacy staff that are professionally and /or managerially accountable to them work within policies and procedures.

Education

- Provides training for all grades of pharmacy staff in aspects of clinical pharmacy services in their designated specialist areas or directorate e.g. training technical staff how to assess patient's own medicines.
- Provides training to medical and nursing staff on policies, procedures and statutory controls covering the storage, prescribing and administration of medicines.
- May act as a mentor to junior pharmacists undertaking clinical pharmacy diplomas.
- May act as a pre-registration pharmacist tutor in the hospital site involved.

Leadership

- Acts as role model for junior pharmacists and pre-registration students helping with their clinical development.

Information Resources

- Uses standard reference texts, Internet sources and specialised databases to answer medicine related questions
- Uses computer as previously described to capture data on medicine usage
- Uses electronic prescribing systems to review, verify and audit prescriptions
- Provides information on drug usage at individual patient level to other healthcare professionals utilising the Pharmacy computer database

Research and Development

- Participates in clinical practice research and audit.
- Contributes to the pharmaceutical aspects of setting up clinical trials within their designated specialist areas or directorate.
- Dispenses and checks clinical trial medication
- May undertake specific clinical audit work

8 Freedom to act

- The post holder is accountable to the Assistant Director of Pharmacy – Clinical Pharmacy & Supply Services and managed by the Lead Clinical Pharmacist within the designated specialist area, directorate and/or hospital site involved.
- Working within broad occupational policies, the post holder is professionally responsible for their own actions and may be for the actions of others e.g. technicians and pre-registration pharmacists undertaking clinical duties within the specialist areas or directorate involved.
- Contribute to the planning of clinical pharmacy services and help to formulate policies for their own designated specialist areas or directorate within the overall clinical pharmacy strategy of the Trust.
- Provides advice on issues related to urgent pharmaceutical and/or clinical matters, which fall outside of set policies and procedures. These instances occur on frequent basis possibly weekly and the post holder will use their own initiative, knowledge and experience in resolution of the problems.

Clinical governance

- Ensures Medicines Management Governance Committee decisions are followed within their designated specialist areas or directorate.

9 Effort & Environment

Physical

- Stands at dispensing bench when in dispensary
- Walks between locations within hospital
- Moves boxes of fluids (approx 10Kg) when in dispensary or working out of hours

Mental

- Concentration required for the whole process of dispensing medicines
- Concentration required to check medicines dispensed by others
- Concentrates for long periods of time during ward visits particularly when monitoring prescriptions or attending consultant ward rounds.
- Undertakes calculations and checks calculations done by others routinely during the day

- Is interrupted for advice, information and urgent checks by telephone or by colleagues

Emotional

- Counsels patients about medicines, some of whom may be upset, and some of whom may be aggressive.
- Deals with angry or irritated hospital staff

Working conditions

- Dispensaries are noisy and not air conditioned
- Works with computers/electronic prescribing for large parts of the day
- Works in area where chemical substances are stored and handled (e.g. cytotoxics)

Agreed post holder *Agreed manager*
Date *Date*



**The Newcastle upon Tyne Hospitals NHS Foundation Trust
Person Specification**

JOB TITLE: Specialist Pharmacist

DIRECTORATE: Pharmacy

WARD/ DEPARTMENT: Pharmacy

SITE: All Trust Sites

<u>REQUIREMENT</u>	<u>ESSENTIAL</u> Requirements necessary for safe and effective performance of the job	<u>DESIRABLE</u> Where available, elements that contribute to improved / immediate performance in the job	<u>ASSESSMENT</u>
KNOWLEDGE	Demonstrable evidence of competence in general clinical practice Demonstrable evidence of competence in speciality		Application
SKILLS	Demonstrate the ability to appropriately recommend, substantiate and communicate therapeutic options Ability to communicate in a verbal or written manner with patients, junior pharmacy, nursing, medical, and other multidisciplinary staff Ability to influence junior pharmacy, nursing, medical, and other multidisciplinary staff Demonstrated commitment to enhancing the quality of patient care	Teaching skills Ability to utilise presentation, spreadsheet and database software packages to support the work of the clinical pharmacy team	Application
EXPERIENCE	Significant post registration experience in hospital pharmacy. Experience of working in a hospital environment Demonstrable post-graduate experience in pharmacy Experience of working with specialist patient cohort	Experience of working within specialist area Evidence of involvement in clinical audit	Application
QUALIFICATIONS	UK-registered pharmacist (GPhC) Completion of MPharm degree (or an undergraduate degree in Pharmacy with relevant experience) plus pre-registration training and experience Registration with the General Pharmaceutical Council Clinical Certificate Postgraduate qualification in clinical pharmacy, or satisfactory evidence of equivalent competence as demonstrated in a practice portfolio of evidence	Clinical Diploma / Clinical Masters Registered with the GPhc as an independent prescriber	Application
PERSONALITY/ DISPOSITION	Clarity of expression Enthusiastic Dedication Flexibility Achiever		Interview
CORE BEHAVIOURS	Alignment to Trust Values and Core Behaviours		Interview
PHYSICAL	Able to count, weigh, measure and compound extemporaneous medicines such as solutions, suspensions, emulsions, creams, ointments and powders as necessary. Moves boxes of fluids (approx 10Kg) when in dispensary or working out of hours		