

JOB DESCRIPTION

Job Title:	Senior Pharmacist - Ophthalmology
Department:	Pharmacy
Reports to:	Senior Principal Pharmacist – Patient Services
Manages:	Band 6 Pharmacists as required
Liaises with:	<ul style="list-style-type: none"> • Consultants, Clinicians, Managers & Nursing staff • Other Clinical Pharmacists • Pharmacy stores, procurement and dispensary teams • Pharmacy and Trust BI/ finance teams • Medicines safety and governance team • Pharmacy CRS team
Band:	8a

Job Summary

This is a key role within the pharmacy team delivering services to the ophthalmology service. The post holder will be an active member of both the pharmacy and the ophthalmology teams to ensure continuous two-way exchange of information and maintain high standards of medicines use.

To develop the provision of clinical pharmacy services to the ophthalmology service in accordance with the needs of patients, the clinical team and the required standards of quality and professional practice.

To provide specialist medicines management advice to medical and nursing staff on drugs for the ophthalmology service.

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Chief Executive: Jo Farrar

February 2024



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Trust Culture and Values

The Trust has defined its culture as one that is patient centred which puts safety first and where all staff take responsibility, are valued and value each other. To support this, our five values are that we are all:

Caring – we design and deliver care around each individual patient's needs and wants

Safe – we make the safety of patients and staff our prime concern (safety comes first)

Responsible – all staff take responsibility for the hospital, its services and reputation

Value each other – we all value each other's contribution

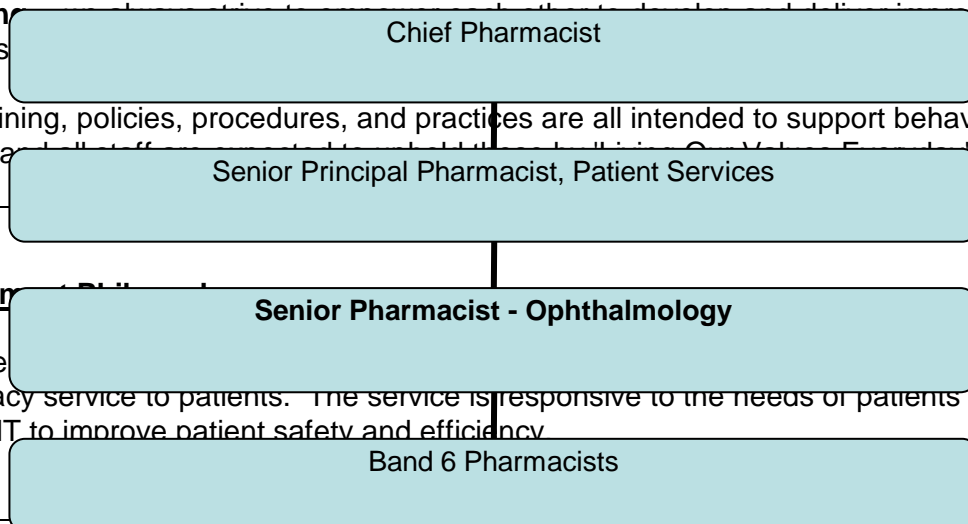
Inspiring – we encourage staff to take ownership of their work and to make improvements to benefit our patients

Our training, policies, procedures, and practices are all intended to support behaviours in line with our values and to help staff to deliver the best possible patient experience.

Department Structure

We use a team approach to deliver a high quality, professional pharmacy service to patients. The service is responsive to the needs of patients and is developing the use of IT to improve patient safety and efficiency.

Department Structure Chart



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KEY RESPONSIBILITIES/OUTCOMES:

Clinical:

1. To provide and develop a specialist clinical pharmacy service to the REU ophthalmology service.
 - To undertake effective monitoring for the use of medication, adjusting dosages and route of administration through timely intervention and communication with medical, nursing and other healthcare professionals, when necessary.
 - To liaise with carers, senior pharmacists, nursing or medical staff to optimise medicines management for patients, allowing best outcomes for medical interventions.
 - To participate in weekend and Bank Holiday duties as required in the provision of cover for 'out of hours' Pharmacy services.
 - To work as a pharmacist, providing a dispensary service including accurately dispensing, checking medication and counselling patients regarding their medication as required.
 - To provide information and advice on the preparation and administration of intravenous drugs.
 - To demonstrate and communicate effective and expert clinical pharmacy knowledge and advice to healthcare professionals and patients.

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- Practice in accordance with the Code of Ethics of the General Pharmaceutical Council (GPhC), professional standards of the GPhC and Royal Pharmaceutical Society of Great Britain / and within the Medicines Act (1968) and subsequent legislation
2. To co-ordinate and monitor the safe and timely provision of high-cost drugs
 3. To lead on finance reporting of drug expenditure for the ophthalmology service.
 4. To liaise with the Principal Pharmacist - Medicines Management on ophthalmology medicines management issues across the primary and secondary care interface.
 5. To advise the CRS/ OpenEyes Team on review and implementation of safe and effective prescribing initiatives within ophthalmology services.
 6. To write and update treatment guidelines in liaison with consultants within the service.
 7. To produce evaluated information to assist decision making on the inclusion of new drugs into the trust formulary.
 8. To attend and provide input to the trust 'Medicines Management Committee' as necessary.
 9. To demonstrate an advanced level of clinical reasoning and judgement.
 10. To identify prescriptions that might present risks to patients and to resolve relevant issues before dispensing.
 11. To ensure that prescribing is in line with formulary guidelines and prescribing policies.
 12. To dispense prescriptions for individual patients, ensuring that they are provided with the correct medicine, in the right form, in a timely manner.
 13. To liaise as appropriate with other Healthcare professionals within Primary Care to improve communication across the interface to ensure continuity of care.
 14. To train and work as an Independent Prescriber according to Trust policies and within your identified scope of practice.
 15. To contribute to and adhere to clinical pharmacy standards.

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16. Liaise with external agencies to ensure safe, timely and appropriate supply to patients eg Baxter, Homecare companies etc, where appropriate.
17. Support the development and implementation of treatment protocols and guidelines for use of medicines within the clinical area.
18. Contribute to local, national and international specialist interest groups and conferences/meetings.
19. Act as knowledge base/resource for the specialist area and to keep up to date with current trends and research in the specialist area.
20. With the rest of the members of the clinical pharmacy team to support the strategic developments of the service e.g. electronic prescribing, improved discharge processes, accredited technician checking etc.
21. Actively contribute to the planning and efficient co-ordination of clinical pharmacy initiatives including discharge planning, prescribing protocols, pharmacists on consultant ward rounds etc.
22. Contribute to and implement the clinical governance plans of the clinical area and the pharmacy clinical governance plans.

Managerial:

1. To act as lead pharmacist to the ophthalmology service with responsibility for monitoring prescribing and drug expenditure and giving advice on cost containment.
2. To attend ophthalmology multidisciplinary meetings and other relevant cluster meetings.
3. To train and supervise other pharmacists to provide medicines management to ophthalmology patients and support the service in the absence of the postholder
4. To monitor prescribing and drug expenditure and to provide regular evaluated information to aid the control of drug expenditure.
5. To facilitate the implementation of relevant network guidelines.

Administrative:

1. To ensure that accurate records are maintained either electronically or in paper copy.

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Governance:

1. To attend ophthalmology service risk meetings.
2. To provide specialist pharmaceutical input into the relevant MHRA alerts.
3. To assist the Principal Pharmacist (NMP) with the review and development of Patient Group Directions (PGDs) required within the ophthalmology service.
4. To ensure that medicines are stored in appropriate conditions.
5. To ensure that the suitability for reuse of medicines returned from wards and departments is assessed.
6. To ensure that medicines, including Controlled Drugs, are stored appropriately on wards and departments, performing stock checks when required.
7. To initiate and participate in clinical audit and research projects, publishing in journals as appropriate.

Risks:

1. To identify and minimise risks associated with the prescribing and administration of medicines in Paediatrics and Maternity.

Team Role / Management:

1. To develop effective communication between the staff in the pharmacy and on wards and departments.
2. To manage rotational pharmacists as required.
3. To undertake regular 1:1's and appraisals including objective setting for staff who are line managed in accordance with Trust policies.
4. To participate in the training of junior pharmacists, pre-registration pharmacists and other pharmacy staff, acting as an Educational Supervisor or Practice Supervisor.
5. To assist in the training of other healthcare professionals.

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Technical:

1. To ensure that wastage of medicines is minimised by efficient prescribing and supply.
2. To dispense and record the issue of Controlled Drugs.

General:

1. To assist in the induction of new Pharmacists.
2. To maintain records CPD records in line with GPhC registration requirements and undertake CPD as required for the post.
3. To participate in the on-call, weekend, bank holiday and late duty rotas.

Education and Training / Self-Development:

1. Identify own training and development needs and undertake appropriate training / education as required.
2. Participate in an annual individual performance review process where objectives will be agreed, performance monitored and personal development needs discussed.
3. To attend all statutory and mandatory training and complete online mandatory training as and when required to do so to maintain compliance.
4. Act responsibly in respect of colleague's health, safety and welfare following safe work practices and complying with the Trust's Health and Safety Policies.
5. Adhere to all Trust Policies as applicable.

This job description is not intended to limit the scope and extent of the job to be undertaken and will be subject to review and alteration as necessary, following discussion with the post holder.

Health Clearance

Health clearance is required for this appointment. Applicants must complete a medical questionnaire, return it to the Occupational Health and Wellbeing Service and, if required, undergo a medical examination before appointment.

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Disclosure and Barring Service (DBS)

A DBS will be required before appointment for all posts with access to children or vulnerable adults.

Confidentiality and Disclosure of Information

In the course of your normal work with the Trust you will come into possession of confidential information concerning patients, the Trust and its staff. This information should always be treated according to the Trust's rules on confidentiality. Any inappropriate disclosure may be subject to the Trust's disciplinary procedures.

Raising concerns

Staff may on occasion have genuine concerns about healthcare matters and consequently the Trust endorses the principle that these must be raised in a responsible and appropriate manner, and if necessary using the Trust's 'Raising Concerns (Whistleblowing)' policy.

Data Quality/Security

The post holder is responsible for ensuring that he/she maintains the integrity and quality of both computerised and manual data.

Acceptance of Gifts and Hospitality

The conduct of staff in the public service should be scrupulously impartial and honest and in this context any offers of gifts or hospitality should be discussed with your manager, prior to acceptance.

Codes of conduct and professional standards

All staff should adhere to any codes of conduct or professional standards set by the regulatory bodies with whom they are registered or by professional bodies of which they are a member. Managers should observe the Code of Conduct for NHS Managers.

Health and Safety

All staff are advised that, under the Health and Safety at Work Act 1974 and associated legislation, it is the duty of every employee to take reasonable care for their own health and safety and that of other

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people who may be affected by their activities at work, and also to co-operate fully with the Trust and others in connection with any arrangements to satisfy the statutory duties and responsibilities under the Act, including undertaking appropriate mandatory and health and safety training.

Infection Control

All staff must at all times be aware of their responsibilities for ensuring infection control and to maintain hygiene standards in accordance with infection control policies and instructions.

Personal Property

The Trust is unable to accept responsibility for articles of personal property lost or damaged on its premises whether by burglary, fire, theft or otherwise and staff are advised to insure against all risks.

Equal Opportunities

Equality of opportunity is an integral part of the Trust's recruitment and selection process and recruiting managers must ensure that they comply fully with the Trust's Equality & Diversity Policy. The Trust aims to ensure equality of opportunity for all irrespective of race, disability, sex, gender reassignment, sexual orientation, age, marriage and civil partnership, pregnancy and maternity and religion, or belief.

No Smoking

Smoking by staff, patients and visitors, will not be permitted anywhere on Trust premises.

Security

Staff must wear their identity badge at all times to assist in maintaining the security of the hospital; be observant, and not afraid to enquire of people as to their business in the hospital. Any suspicious behaviour must be reported to the Security Officer, manager, or security team.

Safeguarding children and vulnerable adults

Kingston Hospital NHS Trust is committed to safeguarding children and vulnerable adults at risk of abuse. If the post is one that involves access to children and vulnerable adults during the course of their normal duties, an enhanced Criminal Records (CRB) check will be required. All employees have a responsibility for safeguarding children and vulnerable adults in the course of their daily duties and for ensuring that they are aware of the specific duties relating to their role.

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PERSON SPECIFICATION: This is a specification of the qualifications, experience, skills, knowledge and abilities that are required to effectively carry out the responsibilities of the post, as outlined in the job description and forms the basis for selecting a candidate.

POST: SENIOR PHARMACIST – OPHTHALMOLOGY

REQUIREMENTS		Please tick as appropriate		How Tested
		Essential	Desirable	
Education/Qualifications				
1.	Taught Masters Degree in Pharmacy	✓		A
2.	Membership of the General Pharmaceutical Council	✓		A
3.	Post Graduate Certificate Pharmacy Practice	✓		A
4.	Post Graduate Clinical Diploma / Diploma in General Pharmacy Practice	✓		A
5.	Independent Prescribing Qualification/ willing to undertake training	✓		A
6.	Membership of the Royal Pharmaceutical Society		✓	A
Experience				
1.	Comprehensive post-registration training and experience in hospital pharmacy - this must include a solid grounding in all aspects of acute hospital pharmacy practice (medicines information, ward services and dispensing)	✓		A
2.	Demonstrable experience in general clinical practice	✓		A

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	including medicine and surgery			
3.	Experience in ophthalmology services		✓	A/I/T
4.	Experience of multidisciplinary team working	✓		A/I/T
5.	Training and supervising others	✓		A/I
6.	Risk management of medicines	✓		A/I/T
7.	Audit experience	✓		A/I
8.	Working within a clinical directorate		✓	A
9.	Guideline development		✓	A/I/T
10.	Staff management		✓	A
Skills /Abilities				
1.	Numerate	✓		A/I
2.	Excellent communication skills on both a verbal and written basis	✓		A/I/T
3.	Good IT skills	✓		A/I/T
4.	Good team worker	✓		A/I
5.	Reliable	✓		A/I
6.	Wiling to learn	✓		A/I
7.	Assertiveness	✓		A/I
8.	Adaptable	✓		A/I
9.	Commitment to CPD	✓		A/I
10.	Good time management	✓		A/I
11.	Innovative	✓		A/I
12.	Attention to detail	✓		A/I
13.	Able to motivate self and others	✓		A/I
14.	Problem solving skills	✓		A/I
15.	Negotiation skills	✓		A/I
16.	Independent	✓		A/I
17.	Customer awareness		✓	A/I

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18.	Education and training of others		✓	A/I
19.	Database skills including JAC & CRS EPrescribing		✓	A/I
Knowledge				
1.	Range of NHS hospital pharmacy services	✓		A/I
2.	Awareness of current NHS issues	✓		A/I
3.	Up to date pharmacy knowledge	✓		A/I
Other				
1.	Participation on the weekend, on-call, late duty and Bank Holiday rotas as part of the 7 day working rota	✓		A/I
2.	Full clean driving licence / car owner		✓	A/I

A = APPLICATION / I = INTERVIEW / T = TEST/PRESENTATION

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