

## Job description

<b>Position</b>	Advanced Clinical Pharmacist Neurology
<b>Grade</b>	Band 8a with Emergency Duty Commitment
<b>Location</b>	Pharmacy/Neurology
<b>Hours</b>	18.75 hours
<b>Responsible to</b>	Chief Pharmacist
<b>Accountable to</b>	Frailty Lead Pharmacist

### Our Organisation

The Princess Alexandra Hospital NHS Trust (PAHT) provides a full range of general acute, outpatient and diagnostic services in Harlow and the Herts Hospital in Bishop's Stortford.

We employ 3,500 staff and serve a local population of around 350,000 people living in west Essex and east Hertfordshire, centred on the M11 corridor and the towns of Harlow and Bishop's Stortford. Our extended catchment area incorporates a population of up to 500,000 and includes the areas of Hoddesdon, Cheshunt and Broxbourne in Hertfordshire.

### Our Values

The Princess Alexandra Promise to our patients as identified by our 3 values which will contribute to improving our patient experiences:

**Patient at heart** – Always holding the patient and their wellbeing at the centre of our thoughts and efforts

**Everyday excellence** – Sharing and celebrating our successes, being honest when we get it wrong, giving us the ability to learn from both

**Creative collaboration** – Knowing strength comes from diversity, we combine our experiences, skills and talents, working together to find new and better ways to care

The Trust believes in investing in all our staff and rewarding high standards of care whilst building for excellence and in return we expect our staff to uphold the Trust values to the highest level.

## Job summary

- To be the pharmacy lead for neurology, promoting evidenced based cost-effective prescribing whilst promoting quality and safety in line with local and national guidelines.
- To lead and manage high cost/homecare medication within the neurology department.
- To set up clinics in neurology, as service evolves, alongside supervising neurology consultant
- To lead, manage and develop medicines management initiatives in neurology. For example, implementing biosimilar switching, as new products become available, including reporting back on savings / income generation from the gain share as appropriate to the division and to the ICB
- To lead and manage the provision all botulinum toxin pharmacy services.
- To provide professional, clinical and pharmaceutical advice as required to fellow healthcare professionals, patients and other stakeholders.
- To support the work of designated healthcare pharmacists, other senior staff and to deputise for them, in their absence.
- To undertake risk management and ensure compliance with relevant medicines legislation.
- To train and develop staff working within the team

## Scope and range

- The post holder will be based in the pharmacy and neurology departments at PAH.
- To be the Lead Pharmacist for neurology providing highly specialised clinical pharmacy services to this group of patients, also supporting the Lead Pharmacist for Medicine.
- To develop and maintain clinical guidelines and formulary within neurology.
- To work directly and regularly with consultants, senior nursing staff and managers within neurology and neurology patients.
- To hold independent prescribing qualification, including competence in prescribing in neuropathic pain in MS
- To set up and run neurology clinics including in neuropathic pain management in MS with supervision by MS consultant.
- To lead and manage high cost/homecare medication within neurology.
- Ensures medicines are used appropriately, safely, and cost-effectively in accordance with NICE guidelines, national guidelines, Trust and ICB policy, standard operating procedures and medicine legislation. The post holder is expected to determine how the outcomes are best achieved in specific circumstances.
- To monitor and interpret expenditure on medicines within neurology and provide the division with regular reports to assist in the safe use of medicines, the management of the drug budget and clinical governance issues, including risk management such as the recording of significant clinical interventions and near misses
- To support the implementation of NICE Technology Appraisals in neurology
- To provide professional pharmaceutical advice and training to all prescribers, pharmacy colleagues and other health and social care professionals on drug use within neurology
- Cross cover the pharmaceutical service to other clinical specialities to maintain a safe patient service.
- To work as part of the wider Pharmacy team to provide an effective and professional pharmacy service in the dispensary and in clinical pharmacy during on-call and bank holiday shifts



## Duties and responsibilities

### Specialist Service Provision:

#### **Neurology PAH**

To lead and develop a high quality, specialised clinical pharmacy service to patients within the Neurology department to promote safe, clinically effective and economic use of medicines:

- To hold independent prescribing qualification, including competence in prescribing in MS
- To ensure the smooth running, day to day management of homecare/high cost drug pharmacy service to the neurology patients
- To set up clinic in neuropathic pain management in MS and run this with supervision by MS consultant.
- To be the pharmacy representative within the MDT in relation to the implementation of NICE Technology Appraisals (TAs) or specialised circulars relevant to neurology
- To optimise funding applications for treatment that are used outside of national guidelines
- To lead on improving mechanisms within neurology to minimise 'waste' with homecare biologics. Examples of mechanisms include monitoring dose changes, monitoring prescription requests and monitoring drug supplies.
- To ensure that service provision is flexible and responsive to patient and service needs
- To meet any medication-related needs of neurology patients
- To ensure that all healthcare professionals working in neurology are trained appropriately and are aware of all medicine related policies and procedures relating to the service
- Assist to provide drug expenditure reports and identify potential cost savings within the service as requested
- Assist to undertake risk management, including investigating clinical incidents in neurology and ensuring compliance with medicine legislation
- Advise the Lead Pharmacist for Medicine in review of new or existing SLAs and KPI reports
- The post holder will be expected to identify, where necessary, areas that require service changes and assist to develop a strategy to carry out the change through consultation with senior colleagues within and outside the pharmacy including commissioners.
- Liaise with commissioners regarding funding requests and about medicines policies or guidelines specific for their area as required.
- Validating completed PBR and NHS England proformas and IFR forms for high cost drug applications.
- To attend MDTs as part of the multi-disciplinary team
- Review and answer high cost drug challenges from commissioners
- Support Pharmacy lead in the achievement of short- and long-term objectives within neurology in relation to medicine optimisation, especially regarding high cost drugs
- Assist to produce quarterly report on quality and financial indicators on all homecare medicine service within neurology.
- Assist horizon scanning for new drugs and advise the neurology meetings on the financial implications
- Assist in development shared care guidelines for neurology when required
- Responsible for self-audit and data collection to evaluate the on-going effectiveness of the role of neurology Pharmacist



- Facilitate contact with neurology service users to collect views on service improvement and change relating to work programmes, involving individuals with their consent, at all levels of decision making
- The Postholder will act as a champion for the interests of the individual and involve the public, service users, carers and patients in the development and implementation of service change

**To support work of designated specialist pharmacists and to deputise for them in their absence to:**

- Work as a member of the healthcare group team and act as the healthcare group pharmacist when required
- Participate in the provision of specialist clinical services e.g. anti-TNF drugs and other high cost drugs
- Assessment of patient funding requests to ensure compliance with NICE criteria, liaising with specialists for clarity as necessary

**Participate in the provision of Clinical Pharmacy services, including near to patient schemes, to:**

- Work in collaboration with clinical pharmacy services across the different sectors
- Liaise with GP's and community pharmacists regarding medication information at discharge.
- All wards at Princess Alexandra Hospital and Trusts to which pharmacy provide a service.
- Follow all clinical care pathways, care bundles and guidelines and ensure record keeping is of the required standard.
- Follow all SOP's relating to clinical activities, including appropriate standards of prescription monitoring and controlling antibiotic prescribing
- Report any medication related incidents.
- Minimise non-administration of medicines.
- Assess patients for specialised needs i.e. monitored dose systems.
- Oversee the work of other members of the pharmacy team (pharmacists, technicians and ATO's).
- Record all major clinical interventions.
- Carry out the prescription monitoring service at ward level, to ensure safe, effective and economic prescribing. Include appropriate drug choice, monitoring of outcome and side effect profile.
- Organise the supply of medicines according to need following the requisitioning and topping up procedure.
- Take part in pharmacist accompanied consultant/medical ward rounds.
- Work as a member of pharmacy near to patient teams, to include drug history taking, patients own drug use, self-medication, one stop dispensing, TTA transcribing and counselling for discharge.
- Undertake specialist ward duties that are not at present encompassed by healthcare group pharmacists.
- Review literature to provide evidence-based solutions to pharmaceutical problems.
- Input and participate in self-medication programmes, adverse drug reaction reporting, therapeutic drug monitoring and risk management.



- Have a pro-active role in all aspects of medication use. Propose and implement changes in prescribing and therapy policies to influence clinical areas of prescribing in line with national/local agreed guidelines if available.
- Ensure formulary control of prescribing.

### **PBR Commissioned high cost drugs**

- Involved with the monitoring of high cost drugs budget for neurology treatments funded in line with NICE guidance or local agreements.
- Support the Technical Administrator to manage the high cost drug requests
- Support specialist pharmacists in the management of high cost and homecare drugs

### **Financial and physical resources:**

- Responsible for monitoring (i.e. regularly reviewing prescribing costs and performance) in areas for which post holder is lead and identifying with colleagues' strategies to improve.
- Summarise the estimated financial/service impact as a result of implementation of national/regional guidelines e.g. NICE TAs.
- Participate in the provision of expenditure reporting, audit and report writing.

### **Training and Development**

To train pharmacy staff and other healthcare workers:

- Participate in clinical pharmacy training/teaching to pre-registration pharmacists, technicians, ATO's and junior pharmacists.
- Provide pharmaceutical education and training to other healthcare staff for whom responsible.
- Take part in the specialist lecture programme for pre-registration pharmacists and clinical technicians.
- Attend healthcare group meetings, ward rounds and provide education and information to medical, nursing, pharmacy and other health care staff as well as to patients.

### **General Duties**

To work as part of the Pharmacy Team in the professional provision of a dispensary/ward-based Pharmacy service when covering on-call, late and bank holiday shifts:

- To participate in all relevant departmental meetings and contribute to effective communication within the department
- To be aware of and apply, relevant legislation such as the Health and Safety at Work Act, Control of Substances Hazardous to Health, GMP and Medicines' Act
- To provide a high quality, customer focused pharmaceutical service to patients within the Trust (out-patients & in-patients)
- To have a working knowledge of all procedures, legislation or national guidelines relating to the storage and dispensing of unlicensed medicinal products, controlled drugs, oral chemotherapy and clinical trials
- To have a working knowledge of pharmacy stock control and ordering systems
- To at all times practice in accordance with the Code of Ethics of the General Pharmaceutical Council



- To uphold the security of drugs and the premises at all times
- To participate in general department rotas including (but not exclusively) weekends, bank holidays and late duties
- To attend clinical and other pharmacy meetings

### **Other Duties**

To follow all Health and Safety standards in compliance with Trust and ICB policies and procedures. This includes:

- Report all accidents, incidents and near misses

Patient and client care

- Provide general and patient specific pharmacy services including highly specialised advice and recommendations concerning patient care in all aspects of the role including for example GP practices, community nursing and secondary care including medicines information, medication reviews, drug choice, drug doses, drug adverse effects, patient advice etc.
- Assessment of patient funding requests to ensure compliance with NICE criteria, liaising with specialists for clarity as necessary.
- To participate in specified project/audit and or group work, according to need to review and improve service provision.
- To undertake pharmacy on-call duties.
- To maintain registration, as a pharmacist, with the General Pharmaceutical Council, and to act in accordance with the code of ethics.
- The participate in Continuing Professional Development (CPD) including further training and learning in order to develop the knowledge, understanding, skills, attitudes and values to become competent in the duties described.
- To undertake peer review and competency-based assessment to ensure required standards of service are maintained.

The job description is intended to be a guide to the general scope of duties and is not an inflexible specification. It is subject to review and may be amended in the light of service development



## Person specification

<b>Position</b>	Neurology Highly Specialist Pharmacist
<b>Grade</b>	Band 8A with Emergency Duty Commitment

Evidence for suitability in the role will be measured via a mixture of application form, testing and interview. Essential: E Desirable: D

Trust values	
Patient at heart – Always holding the patient and their wellbeing at the centre of our thoughts and efforts	E
Everyday excellence – Sharing and celebrating our successes, being honest when we get it wrong, giving us the ability to learn from both	E
Creative collaboration – Knowing strength comes from diversity, we combine our experiences, skills and talents, working together to find new and better ways to care	E

Education and qualifications	
Registered with General Pharmaceutical Council (GPhC)	E
Postgraduate clinical qualification (over and above that of the 1 <sup>st</sup> degree, preferably at Masters level) and/or significant relevant clinical experience to demonstrate a similar level of knowledge.	E
Certificate in, or ability to complete Certificate in, Clinical Pharmacy Practice	E
Diploma in Clinical Pharmacy Practice or ability to complete Diploma in Clinical Pharmacy Practice	E
Successful completion of Independent Prescribers Course	D

Experience	
Relevant post-registration experience	E
Experience working on a busy hospital ward and working as part of an MDT	E
Experience of participating in audit activities	D

Skills and knowledge	
Good organisational and time management skills	E
Skills for analysing drug and patient information in order to provide medicines optimisation and pharmaceutical advice where information is lacking or medical or other opinion may differ	E
Ability to work on own initiative and as part of a team	E
Awareness of and commitment to the clinical governance agenda	E



Evidence of personal insight and sound judgment	E
Excellent communication skills both verbal and written	E
Good analytical skills	E

#### Personal qualities

Commitment to development of the services	E
Hard working and flexible	E
Good organisational skills	E
Able to work independently with the ability to achieve demanding tasks and objectives against deadlines	E
Available for late duties and work on weekends and bank holidays as rostered	E
Commitment to Continuing Professional Development	E