



## Job Description

<b>Job Title:</b>	Advanced Specialist Pharmacist-Critical Care and Theatres
<b>Band:</b>	8a
<b>Hours:</b>	37.5 hours/week- 7 day service including weekends, and late nights
<b>Base:</b>	Luton and Dunstable and any other associated Trust establishments across the Bedfordshire Hospitals NHS Foundation Trust including outreach clinics and establishments used in the course of Trust business (if necessary for the role).
<b>Reporting to:</b>	Principal Pharmacist – Critical Care, Surgery and Gastroenterology
<b>Terms and Conditions of Service:</b>	Currently those of Agenda For Change and other local agreements

## OUR VALUES:





## JOB SUMMARY:

- To provide specialist pharmacist input to daily consultant-led ward rounds and weekly MDTs, working as an IP pharmacist actively prescribing medication for inpatients.
- To be a source of expert specialist advice for matters relating to critical care and anaesthetics for other pharmacists and other healthcare professionals.
- To deliver specialist pharmaceutical care including non-medical prescribing as appropriate to a defined caseload of patients, in line with the agreed scope of practice.
- To support the Clinical Service Line and Pharmacy Department in meeting its risk and clinical governance responsibilities around the use of medicines through effective guideline, policy and SOP development and review.
- To undertake clinical supervision of Foundation Pharmacists, Senior Rotational Pharmacists and Trainee Pharmacists to support their development both professionally and clinically.
- To act as a professional role model to all registered clinical pharmacy staff, actively demonstrating integrity, ownership and leadership in all aspects of the role.

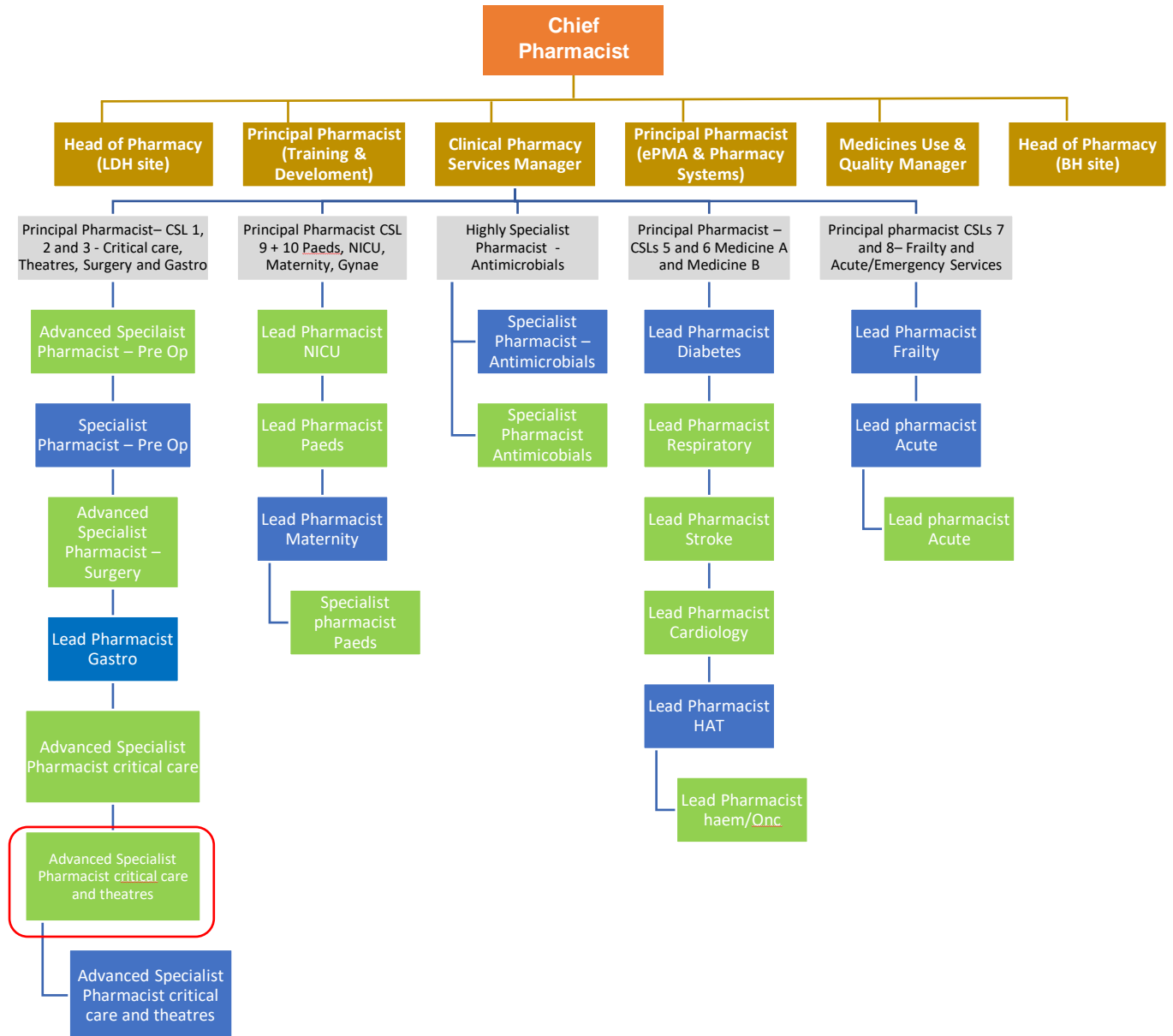
## THE TEAM:

The Pharmacy team providing clinical care to the Critical Care, Surgery and Gastroenterology Clinical Service Lines consists of the following staff who are distributed across both the Bedford and Luton and Dunstable sites of BHFT:

- 7 Band 8a Advanced Specialist Pharmacists
- 3 Band 7 Senior Rotational Pharmacists
- 4 Band 6 Foundation Pharmacists
- 2 Band 6 Lead Pharmacy Technicians
- 2 Band 5 Senior Medicines Management Technicians
- 2 Band 3 Medicines Management Assistants



## DEPARTMENTAL STRUCTURE:





## Prescribing Practice

- To provide expert pharmacy advice to critical care and theatres patients, including participation in MDT rounds and consultant-led ward rounds.
- Responsible for the appropriate management of patients referred for medicines optimisation / reconciliation input or who otherwise fall within the agreed scope of practice.
- Work with consultants and the pharmacy team to promote best practice in the pharmaceutical care of patients in line with national and local guidance. These policies will require co-ordination with a wide range of other professionals and will impact on prescribing practice across the speciality.
- Provide training and education to medical, nursing and pharmacy staff relating to critical care and theatres medicines.
- Provide educational sessions to patient groups through participation in and advice to other staff involved in rehabilitation sessions.
- Produce and update guidelines and policies relating to medicines use and optimisation for use by medical, nursing, pharmacy and other healthcare staff.
- Audit and monitor adherence to use of medicine guidelines, providing feedback to the Clinical Service Line and individual prescribers, using expert knowledge of medicines use to make recommendations to changes in practice.
- Plan and undertake audit and research projects to improve pharmaceutical care.
- Use expert knowledge of medicines use to answer enquiries from pharmacy, medical and nursing staff relating to individual patient care and treatment policies and protocols.
- Review reports of medicines use produced by Define and other reporting software, using expert knowledge to provide interpretation and to include suggestions for modifying prescribing behaviour in outlying areas and to improve clinical and cost-effective prescribing.
- Establish links with other medical and non-medical prescribers and specialists to share good practice and develop the role of the prescribing pharmacist.



## Clinical

- Assist the multi-disciplinary team in the pharmaceutical care of each patient by:
  - Suggesting alterations to patients' complicated medication regimes to simplify and aid therapy compliance.
  - Participating in consultant ward rounds and multidisciplinary team meetings providing clinical and financial advice if appropriate.
  - Promoting rational, safe and economic use of medicines.
  - Research and provision of answers to queries raised on any aspect of patients' medicines.
  - Providing information and negotiating with clinical staff to ensure compliance with formulary, guidelines, DTC decisions, and other pharmacy related strategies.
  - Providing advice to other specialist and clinical pharmacists within the defined clinical speciality.
  - Contributing to the delivery of pharmaceutical care to patients participating in clinical trials, including reviewing trial protocols and liaising with the pharmacy clinical trials team.
- Support specialist teams and consultants through designated pharmacy input and attendance at MDTs, ward rounds, and support with protocols & guidance.
- Apply specialist clinical knowledge and judgment to analyse information, at times where evidence may be lacking, in order to negotiate the optimal clinical outcome.
- Apply specialist clinical knowledge to analyse complex patient information to ensure the optimal clinical outcome.
- Act as a role model for pharmacy staff.



## Pharmacy Leadership

- In collaboration with other Advanced Specialist Pharmacists to jointly provide professional, managerial and clinical leadership to the team of pharmacy staff involved in the delivery of pharmaceutical services to the relevant Clinical Service Line. To provide active support and mentorship to both Foundation and Senior Rotational Pharmacists to further develop their leadership potential.
- Develop, implement and monitor pharmacy services to ensure they are consistent with Trust priorities and requirements and are aligned to the over-arching patient focussed ethos of the pharmacy service whilst ensuring compliance with medicines legislation.
- To provide the Clinical Service Line and Clinical Pharmacy Services Manager with regular assurance that the pharmacy service is meeting agreed Key Performance Indicators.
- To actively manage the day to day activities of Rotating Pharmacists, Medicines Management Pharmacy Technicians and Trainee Pharmacists to deliver a safe and responsive clinical and operationally effective service that meets the needs of patients and other healthcare staff.
- To provide high quality clinical supervision and mentorship of Foundation Pharmacists, pre-registration pharmacists, MSc students and pharmacy undergraduates in the provision of pharmaceutical care for patients.
- To provide specialist pharmaceutical advice to the multidisciplinary team on the legal, ethical, safe, clinical and cost-effective use of medicines, ensuring compliance with medicine legislation and national clinical guidelines.
- To use specialist clinical knowledge to contribute to the development and implementation of policies and guidelines which ensure the safe and cost-effective use of critical care and theatres related medicines.
- To identify potential new treatments in liaison with Medicines Information and use specialist clinical knowledge to advise Consultants and Drugs and Therapeutics Committee (DTC) of the financial, safety, clinical and cost-effective use and impact of these treatments within the specified patient population.
- To review adverse clinical incidents relating to medicines use within the Clinical Service Line and support the Clinical Services Manager and the relevant Principal Pharmacist in developing strategies to minimise risks during the use of medicines.



- To line manage and appraise clinical pharmacists as requested by the Clinical Pharmacy Services Manager.



## Education and Training

- Participate in the regular clinical training and supervision of Foundation and other grade pharmacists and pharmacy technicians.
- Participate in regular specialist training in-house and in local and national specialist training events.
- Provide education and training for patients and their carers on the safe and effective use of their medicines.
- Plan, deliver and evaluate education and training to pharmacy and other staff, including medical and nursing staff, in relation to safe, clinical and cost-effective use of medicines.
- Participate in the provision and evaluation of training in pharmaceutical care for undergraduates, pre-registration and all grades of pharmacists including those studying for a Diploma/MSc in Clinical Pharmacy.
- Actively support our workforces training needs by taking on tutoring responsibilities for Trainee pharmacists and/or a Certificate/Diploma student.
- Participate in the provision and evaluation of training in prescribing for junior medical staff.
- Contribute to the development of strategies to meet the training needs of staff providing patient care within the specified patient population or speciality.
- To personally fulfil the General Pharmaceutical Council CPD requirements and support managed staff to do the same.
- To provide information and advice to Trust committees as required.
- To play an active role in pharmacist and pharmacy technician recruitment for the pharmacy department.





## Other

- To provide information and advice to Trust committees as required.
- To play an active role in pharmacist and pharmacy technician recruitment for the pharmacy department.
- To adhere to the policies and procedures of the Bedfordshire Hospitals NHS Foundation Trust as they relate to the delivery of services.
- To maintain safe systems of work in accordance with relevant Medicines legislation and Health and Safety Legislation.
- To participate in pharmacy dispensary services as required.
- To undertake other duties as reasonably requested by the Chief Pharmacist.

## GENERAL:

To comply at all times with any regulations issued by the Trust, especially those governing Health and Safety at work and to ensure that any defects which may affect safety at work are brought to the attention of the appropriate manager.

It is the responsibility of all staff to minimise the Trust's environmental impact by recycling wherever possible, switching off lights, computers, monitors and equipment when not in use, minimising water usage and reporting faults promptly.

This job description reflects the present requirements and objectives of the post. As the duties of the post change and develop, the job description will be reviewed and will be subject to amendment, in consultation with the post holder.

You are required to disclose any additional work you undertake or are planning to undertake for another employer.

## PROBATIONARY PERIOD:

This post is subject to the successful completion of a probationary period of 6 months within which the notice period for both you and Bedford Hospital is four weeks.

## STANDARDS:

Staff are responsible for complying with the relevant standards set by their Line Manager. A breach of such standards may lead to disciplinary action. It would be investigated fairly and appropriate steps taken to prevent a recurrence and address any wider causes.



## SAFEGUARDING CHILDREN AND VULNERABLE ADULTS:

All employees and volunteers working within the Trust have a responsibility for safeguarding and promoting the welfare of children and vulnerable adults.

## INFORMATION GOVERNANCE:

(This includes Patient Confidentiality, IT Security, Data Protection and Freedom of Information)

You are required to respect the confidentiality of all patients, carers and staff, by not sharing any information (including data) obtained during the course of your duties. You have an obligation to report any non-compliance through the Trusts Incident Reporting process.

All staff must comply with the legal obligations and statutory requirements of the General Data Protection Act 2018, the Trusts IT Security and Information Governance Policies, Codes of Conduct and Best Practice Guidelines which are available on the staff Intranet site.

## PRIVACY STATEMENT:

The Trust is committed to protecting the privacy and security of your personal information. Information about you will be kept by the Trust for purposes relating to your employment. In accordance with the Trust's Privacy Notice for employees, the Trust will hold computer records and personnel files relating to you which contain personal and special category data. The Trust will comply with its obligations under the General Data Protection Regulations and all other data protection legislation. The data the Trust holds will include employment application details, references, bank details, performance appraisals, holiday and sickness records, salary reviews and remuneration details and other records; which may, where necessary include special category data relating to your health, identity, data held for equality monitoring purposes, criminal offence data and data regarding DBS checks. The Trust requires such data for personnel administration and management purposes for the performance of your contract of employment and to comply with its legal obligations. The majority of information that you provide us with is mandatory to enable us to perform the contract of employment; where information is requested from you on voluntary basis, you will be advised of this and will be properly advised of your rights in respect of consent and the withdrawal of that consent.

The Trust will take all reasonable steps to ensure that the personal information held about you is complete, accurate, up-to-date and not held for longer than necessary for the purposes for which it was collected. However, you are responsible for informing us promptly of any changes to your personal information either in writing or by updating your information on My ESR.

The Trust's Privacy Notice sets out the legal basis for processing your personal data and your rights to access this data are prescribed by law.



The Trust requires you to familiarise yourself with the Trust's Information Governance (data protection) Policy which set out its obligations under the General Data Protection Regulation and all other data protection legislation. You must comply with the Trust's Data Protection Policy at all times and you agree that you will only access the systems, databases or networks to which you have been given authorisation. The Trust will consider a breach of its Data Protection Policy by you to be a disciplinary matter which may lead to disciplinary action, up to and including dismissal. You should also be aware that you could be criminally liable if you disclose personal data outside the Trust's Policies and Procedures. If you have any queries about your responsibilities in respect of data protection, you should contact the Trust's Data Protection Officer.

A copy of the full Privacy Notice for Employees can be downloaded from the Trust's Intranet.

## PROMOTING EQUALITY:

The Trust is committed to promoting an environment that values diversity. All staff are responsible for ensuring that all patients and their carers are treated equally and fairly and not discriminated against on the grounds of race, sex, disability, religion, age, sexual orientation or any other unjustifiable reason in the application of this policy and recognising the need to work in partnership with and seek guidance from other agencies and services to ensure that special needs are met.

## INFECTION CONTROL:

You are required to comply with the Trust's strategy regarding infection control and be aware of, and comply with, all Trust infection and prevention and control policies, to include hand hygiene, personal hygiene, environmental and food hygiene. Effective prevention and control of healthcare associated infections has to be embedded into every day practice and applied consistently by everyone. Failure to do so may result in disciplinary actions.

## SMOKE FREE:

The Trust implements a Smoke Free policy that applies to all staff. Staff are not allowed to smoke while wearing a recognisable Trust uniform or visible trust identification badge, and not allowed to smoke anywhere on hospital grounds. Staff are not allowed to take additional breaks in order to smoke. They may smoke during designated breaks but only out of uniform and off site. Staff contravening this policy may be subject to disciplinary procedures.

## DISCLOSURE REQUIREMENTS:

A risk assessment has indicated that a DBS disclosure is both proportionate and relevant to this position. Any person who is conditionally offered this post will be required to undertake a DBS check in this respect.

The Trust guarantees that this information will only be seen by those who need to see it as part of the recruitment process.



The Trust ensures that an open and measured discussion will take place on the subject of any offences or other matter that might be relevant to the position sought could lead to a withdrawal of an offer of employment.

We undertake to discuss any matter revealed in a Disclosure with the subject of that Disclosure before withdrawing a conditional offer of employment. Having a criminal record will not necessarily bar you from working with us. This will depend on the nature of the position or circumstances and background of your offence. Please be aware that the Trust has a Policy containing a more detailed Code of Practice that meets the standards specified by the Disclosure and Barring Service relating to the fair use of criminal record information and the appointment of persons having a criminal record.

**Note:** Failure by an applicant to provide accurate and truthful information is considered to be a serious matter. Where it is found that a person has recklessly provided inaccurate information or withheld information relevant to their position, this may disqualify them from appointment. It may also result in dismissal or disciplinary action and referral to the appropriate professional registration body.

If you would like to discuss what effect any criminal record or fitness to practise proceeding might have on your application, you may telephone the Recruitment Manager at the Trust, in confidence, for advice.

## ASSISTANCE WITH TRUST PROCESSES:

Any member of staff who is a manager at band 7 and above may be asked to take part in disciplinary and appeals processes in line with the Trust's policy. Appropriate training and support will be provided by the Employee Relations Team.