

SHAPE YOUR STORY

Recruitment Information Pack



Specialist Respiratory Pharmacist



Our Vision

To be a high-performing group of NHS hospitals, renowned for excellence and innovation, providing safe and compassionate care to our patients in east London and beyond.

WeCare about our ambition for excellence

Our WeCare values shape everything that we do, every single day. They are visible in every interaction we have with each other, our patients, their families and our partners.

WeCare about everything from the appointment letters our patients receive, to the state of our facilities when they walk through the door, to the care and compassion they receive when they are discharged. WeCare that the people who join our trust will hold the same values as we do, so our values are embedded within our recruitment and selection processes. WeCare that you feel valued working here, so our values also guide our training and development and performance and talent management. WeCare about working with suppliers that live and breathe our values too.

We have come a long way on our journey to delivering safe and compassionate care. By embracing these values as the way we behave around here, we will achieve our ambition for excellence.

| Value | Key behaviours |
|-----------------------------------|---|
| W WELCOMING | <ul style="list-style-type: none"> Introduce yourself by saying "Hello, my name is ..." Smile and acknowledge the other person(s) presence Treat others as you would wish others to treat you Ensure the environment is safe and pleasant for our patients, our colleagues and our visitors |
| E ENGAGING | <ul style="list-style-type: none"> Get involved in making improvements and bring others with you Encourage feedback from patients and colleagues and respond to it Acknowledge efforts and successes; say thank you Use feedback to make improvements, and empower colleagues to do this without needing to seek permission Appreciate that this may be a new experience for patients and colleagues; help them to become comfortable |
| C COLLABORATIVE | <ul style="list-style-type: none"> Give time and energy to developing relationships within and outside own team Demonstrate pride in Team Barts Health Respect and utilise the expertise of colleagues Know your own and others' part in the plan |
| A ACCOUNTABLE | <ul style="list-style-type: none"> Always strive for the highest possible standard Fulfil all commitments made to colleagues, supervisors, patients and customers Take personal responsibility for tough decisions and see efforts through to completion Admit mistakes, misjudgements, or errors; immediately inform others when unable to meet a commitment; don't be afraid to speak up to do the right thing Do not pretend to have all the answers; actively seek out those who can help |
| R RESPECTFUL | <ul style="list-style-type: none"> Be helpful, courteous and patient Remain calm, measured and balanced in challenging situations Show sensitivity to others' needs and be aware of your own impact Encourage others to talk openly and share their concerns |
| E EQUITABLE | <ul style="list-style-type: none"> Value the perspectives and contributions of all and ensure that all backgrounds are respected Recognise that individuals may have different strengths and needs, and that different cultures may impact on how people think and behave. Be curious to find out Work to enact policies, procedures and processes fairly Be open to change and encourage open, honest conversation that helps foster an inclusive work and learning environment Remember that we all have conscious and unconscious bias; get to know what yours are, and work to mitigate them |



1. Job Particulars

| | |
|-----------------------|---|
| Job Title | Highly Specialist Clinical Pharmacist- Adult Cystic Fibrosis (CF) |
| Pay Band | Band 8a |
| Location | St Bartholomew's Hospital |
| Reports to | Lead Respiratory Pharmacist |
| Responsible to | Group Chief Pharmacist |

2. Job Purpose

The post holder will carry out the full range of duties as a highly specialist clinical pharmacist to deliver patient focused, quality care, based at one of the four main hospital sites.

The principle objective of this role is to provide patient focused pharmaceutical care, defined as the responsible provision of medication to achieve definite outcomes that improve patient's quality of life. The post holder communicates effectively with patients to help optimise their pharmaceutical management and through liaising with other health care professionals to design, implement and monitor therapeutic plans to optimise health outcomes.

To assist lead pharmacists for the relevant clinical area, in promoting high quality, cost-effective and safe prescribing. The post holder will provide pharmaceutical services to the clinical areas relevant to the specialist area of the rotation and to the hospital site involved.

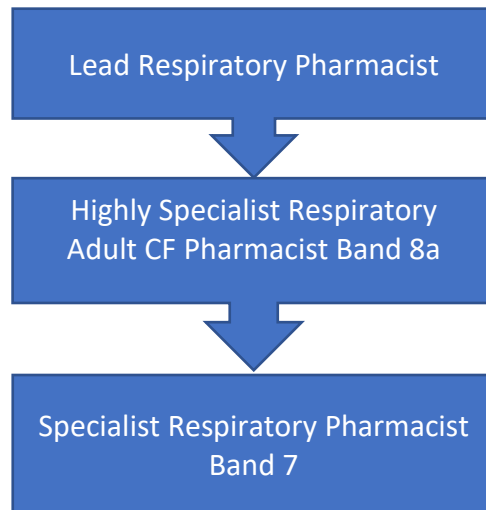
The post holder will participate in education and training for pharmacists in the pharmacy team at Bart's Health, and will assist in the provision and development of clinical pharmacy within the service.

3. Key Working Relationships

| Internal | External |
|---|--|
| Head of Pharmacy, St Bartholomew's hospital | Patients, carers and visitors, GPs and Community Pharmacists |
| Site Lead Pharmacy Technician | Multidisciplinary team members |
| Lead Respiratory Pharmacist | |
| Pharmacy department managers and other members of the pharmacy team | |
| Pre-registration trainee pharmacists, pre-registration trainee pharmacy technicians and trainee pharmacy assistants | |



4. Structure Chart



5. Main duties, responsibilities and results areas

Key result areas

- To be responsible for the Clinical Pharmacy and Medicines Management services within Respiratory Services at St. Bartholomew's Hospital.
- To manage the team of respiratory pharmacists to ensure provision and continuity of service across the Trust.
- To support the development of specialist respiratory services in line with the Pharmacy Department and Barts Health strategies.
- To support the service in managing the medicines budget and achieving best value for resource.
- Close working with the multidisciplinary and wider pharmacy team to optimise patient flow and patient outcomes.
- Drawing up and implementation of formulary guidance, based on the available evidence.
- Optimal use of medicines budget for severe asthma and allergy and identification and delivery of medication-related cost improvement plans
- Safe transfer of prescribing and monitoring as patients are transferred between secondary care and other care settings.
- To support the Lead Respiratory Pharmacist to achieve Site and Trust Performance Targets.

General

- Participate in, and encourage, an open communication climate, providing feedback to staff on performance and developmental issues
- Value, seek and acknowledge the contributions of colleagues
- Continually improve quality



- Actively promote cost-effective purchasing, distribution, storage/ stock control and appropriate use of medicines in the best interests of patients
- Assist in planning, formulation and implementation of policies and quality standards.
- Create opportunities for, and participate actively in continuing professional development (CPD) activities
- Develop links with other hospital staff, as appropriate for service needs
- Participate in staff appraisal system (minimum of once a year)
- To work with the stores, distribution & procurement team to maintain an effective supply chain
- Take on specific responsibility for an element of service related to the section you are working in
- To support the department in setting standards through review and updating procedures and auditing against those standards in line with the department's audit programme
- To undertake projects in conjunction with others to improve quality and efficiency of service provision

Clinical

- To provide a high level of clinical pharmacy input within respiratory/ Adult CF as part of the multidisciplinary team to ensure optimal medicines usage and value for money.
Responsibilities include:
 - Regular consultant ward rounds
 - Medicines reconciliation
 - Development of evidence based prescribing guidelines
 - Development and review of Patient Group Directions
 - Development and review of Shared Care Guidelines
 - Concordance enhancement programmes
 - Interpretation and implementation of national guidelines at a local level.
- To develop external links and actively input into specialist networks, local primary care organisations and any other relevant local and national specialist interest groups.
- To promote high-quality, cost-effective prescribing for patients.
- To work closely with the Lead Respiratory Pharmacist to ensure development / standardisation of medicine policies and procedures where appropriate and compliance with medicines legislation.
- Work collaboratively with pharmacy and Trust staff on medicines savings and cost improvement opportunities.
- To provide the Lead Respiratory Pharmacist with details of output, performance and activity at specified time intervals in a format agreed.
- To support the Lead Respiratory Pharmacist in ensuring Division/Hospital Directors are supported through the provision of appropriate analyses, audits and reviews, suitable to inform decision making, to allow evidence-based service planning and provision
- To support the Lead Respiratory Pharmacist to coordinate the pharmacy contributions towards the Trust achieving performance targets.



Education, Training and Development

- To support the development and clinical training of the:
 - Specialist respiratory pharmacists
 - Rotational specialist pharmacists within respiratory services
 - Rotational foundation pharmacist(s), in line with the defined competency-based programme for respiratory services
 - Pre-registration trainee pharmacists on rotation through the hospital (through setting objectives and appraising)
 - Medicine Management Pharmacy Technicians within respiratory services
- To be an educational supervisor for a diploma student and actively participate in their development.
- To participate in the departmental CPD education sessions.
- To identify the need for, and assist in the development and provision of teaching sessions to various groups when required e.g. to pharmacy staff, nurses, doctors, other HCPs and undergraduate pharmacists at School of Pharmacy, London.
- To maintain an active portfolio of continuing professional development (CPD)

Financial responsibilities

- Support and advise the Lead Respiratory Pharmacist on budget issues relating to Clinical Pharmacy services, in the CF directorate.
- Assist the service in managing their medicines budget. Responsibilities include:
 - Providing regular, evaluated financial reports that analyse expenditure to the service's finance manager and general manager.
 - Forecasting new drug developments and scoping potential medicine cost pressures.
 - Drawing up business cases to support applications for new medicines and prescribing guidelines.
 - Identifying, implementing and auditing initiatives to save money on medicines spend, waste or costs associated with medicines administration.
 - To work with the other Leads/Principals in other teams to ensure the needs of patients are considered with new medicine applications, cost pressures and business cases.
 - To support clinicians in completing individual funding requests (IFRs) to commissioners.

Management

- Line-manage direct reports to include performance management, appraisals, SMARTER objective/ target setting, personal development plans and attendance monitoring.
- To demonstrate a Pharmacy department, Barts Health and whole healthcare-system focused approach.
- Undertake coaching of staff to improve performance.



- Develop and implement systems to monitor performance of line managers and teams to ensure that all staff/teams are managed effectively, are motivated and perform their roles and responsibilities to a high standard.
- Undertake and manage formal Trust HR policies e.g. disciplinary, sickness, grievance etc.
- Responsible for ensuring a robust recruitment process of team members within respiratory services that adhere to Trust policies including review of roles / responsibilities, preparing / agreeing adverts, short listing, chairing interview panels and selecting team members.
- Ensure all staff in the operational areas are fully compliant with statutory and mandatory training.
- To appropriately manage difficult and ambiguous problems.
- To demonstrate advanced level of reasoning and judgement.

Other duties

- This job description is not intended to be exhaustive and it is likely that duties may be altered from time to time in the light of changing circumstances and after consultation with the post holder.
- Be able to take part in the Saturday, Sunday and Bank Holiday rotas pro rata. Participation on the on call rota.
- The post holder might be required to work across the Trust at any time throughout the duration of their contract, which may entail travel and working at a different hospital.

Working conditions

| Criteria | Description |
|---------------------------|---|
| Physical | The post holder will require a good working knowledge of Microsoft office including word, excel and power point. There is VDU work required and a requirement for a high degree of accuracy as errors with medication can have potentially harmful effects for patients. |
| Emotional | It can be both emotionally demanding and distressing for individuals where they have built strong relationships with patients to see them clinically declining |
| Working Conditions | Work is undertaken across a variety of places including the ward, pharmacy department and out patient clinics. All areas are clean and maintained to good standards. |
| Mental | There is a high degree of mental effort required for this job. The post holder will advise on the safe and effective use of medication (through therapeutic drug monitoring, assessing prescriptions on individual patient needs and optimising medication use accordingly). Due to the nature of the job there are many demands on the individual meaning that there are constant interruptions from a variety of staff. Multiple deadlines need to be met on a daily basis for prioritising pharmaceutical interventions, reconciling medication on admission and |



validating patient discharge prescriptions meaning that the individual will have to work effectively and prioritise tasks accordingly.

NHS Manager's Code of Conduct

As an NHS manager, you are expected to follow the code of conduct for NHS managers (October 2002).

Safeguarding adults and children

Employees must be aware of the responsibilities placed on them to maintain the wellbeing and protection of vulnerable children and adults. If employees have reason for concern that a patient is 'at risk' they should escalate this to an appropriate person i.e. line manager, safeguarding children's lead, matron, ward sister/change nurse, site manager, consultant. (October 2002). www.nmc-uk.org/



Person Specification

| Domain | Essential Criteria | Desirable Criteria |
|-------------------|--|--|
| Experience | <ul style="list-style-type: none"> • Experience in supervising and organising staff and work • Significant post registration hospital experience • Experience of providing a hospital-based service to specialist respiratory patients and adult CF at specialist pharmacist level or equivalent. • Experience working as part of a multi-disciplinary team to provide patient care • Experience appraising staff and giving feedback • Significant experience of working as a clinical pharmacy practitioner in an acute hospital NHS setting • Experience of leading and supervising research, quality improvement or audit projects | <ul style="list-style-type: none"> • Experience of successfully leading and implementing service improvement and change projects. • Experience of managing staff • Experience of managing a budget |
| Skills | <ul style="list-style-type: none"> • Excellent interpersonal skills • Able to complete documentation accurately with attention to detail • Demonstrates numeracy skills and ability to perform accurate, complex calculations • Ability to plan, prioritise and organise self, and others • Able to work unsupervised and under pressure. • Effective problem-solving skills • Ability to undertake and facilitate quality improvement, reflective practice, teaching and CPD • Excellent clinical and managerial critical appraisal skills enabling effective decision making relating to the adoption of new therapies • IT literate; able to use Microsoft office with intermediate IT skills including, accurate data entry and use of specialist computer programmes | <ul style="list-style-type: none"> • Experience in local implementation of national standards and guidelines • Demonstrated ability to negotiate with and influence senior medical staff and senior management |



| | | |
|------------------|--|--|
| | <ul style="list-style-type: none"> • Excellent verbal and written communication and presentation skills suitable for a range of audiences, including chairing of meetings. • Good analytical & organisational ability • Management of risk in the clinical use of medicines • Demonstrated ability to deliver staff training • Ability to undertake and facilitate quality improvement, reflective practice, teaching and CPD | |
| Knowledge | <ul style="list-style-type: none"> • Understanding of GPhC Revalidation requirements • Knowledge of medicines management systems at ward level • Up to date knowledge of legislation relevant to pharmacy practice, e.g. controlled drugs, Health and Safety at Work • Understanding of stock control systems • Understanding of the pharmaceutical care needs of respiratory and adult CF patients • An awareness of current national standards, guidelines and service delivery issues relevant to respiratory patients • Sound knowledge of drugs and therapeutics in respiratory at Diploma level or equivalent • Understanding of stock control systems • Knowledge of Safe and Secure Handling of Medicines requirements • Understanding of the importance of adherence to SOPs and legislation • Demonstrates a good understanding of patient safety initiatives | <ul style="list-style-type: none"> • A sound knowledge of drugs and therapeutics at MSc level |



| | | |
|-----------------------|--|---|
| Qualifications | <ul style="list-style-type: none"> • MPharm or equivalent • Registered as a pharmacist with the GPhC • Postgraduate certificate in pharmacy practice or equivalent knowledge and experience • Independent prescribing qualification | <ul style="list-style-type: none"> • Specialist postgraduate diploma in Pharmacy Practice or equivalent knowledge and experience • MSc in Clinical Pharmacy or equivalent. • Management qualification (CMS / DMS) or equivalent experience |
| Other | <ul style="list-style-type: none"> • Leads by example, promoting the Bart's health values • High self-awareness, understanding own emotions, strengths and limitations • Able to move easily between the detail and the big picture on issues in understanding and explaining the complexity of challenges and possible solutions • Models, and is able to encourage others in being innovative in finding ways of improving the quality of services <p>Able to act as an Ambassador for the Service</p> | <ul style="list-style-type: none"> • Member of the Royal Pharmaceutical Society (RPS) • Member of British Thoracic Society (BTS) |
| Updated: | <p>Reviewed by: Christabelle Chen Lead Respiratory Pharmacist Paul Wright Clinical service manager St Bartholomews (interim)</p> <p>SLT originally approved: April 2021</p> | November 2023 |



About Barts Health

Our group of hospitals provide a huge range of clinical services to people in east London and beyond.

We operate from four major hospital sites (The Royal London, St Bartholomew's, Whipps Cross and Newham) and a number of community locations, including Mile End hospital. Around 2.5 million people living in east London look to our services to provide them with the healthcare they need.

The Royal London in Whitechapel is a major teaching hospital providing local and specialist services in state-of-the-art facilities. Whipps Cross in Leytonstone is a large general hospital with a range of local services. Newham in Plaistow is a busy district hospital with innovative facilities such as its orthopaedic centre. Mile End hospital is a shared facility in Mile End for a range of inpatient, rehabilitation, mental health and community services. And St Bartholomew's in the City, London's oldest hospital, is a regional and national centre of excellence for cardiac and cancer care.

As well as district general hospital facilities for three London boroughs, Tower Hamlets, Waltham Forest and Newham, we have the largest cardiovascular centre in the UK, the second largest cancer centre in London, an internationally-renowned trauma team, and the home of the London Air Ambulance. The Royal London also houses one of the largest children's hospitals in the UK, a major dental hospital, and leading stroke and renal units.

We're also proud to be part of UCLPartners, Europe's largest and strongest academic health science partnership. The objective of UCLPartners is to translate cutting edge research and innovation into measurable health gain for patients and populations through partnership across settings and sectors, and through excellence in education.

