



POWYS TEACHING HEALTH BOARD JOB DESCRIPTION

JOB DETAILS

Job Title:	Clinical Pharmacist
Pay Band:	7
Hours of Work and Nature of Contract:	To be completed on recruitment
Service Group:	Primary Care Medical
Department:	Medicines Management
Base:	To be completed on recruitment

ORGANISATIONAL ARRANGEMENTS

Managerially Accountable to:	Lead Pharmacist Head of Community Services Medicines Management / Pharmacy
Professionally Accountable to:	Chief Pharmacist

VALUES & BEHAVIOUR



Our Values and Behaviours are demonstrated through our 'Health Care Strategy' centred on the Needs of the Individual' through Respect, Trust, Integrity, Working Together, Kindness and Caring and Fairness and Equality.

JOB SUMMARY / PURPOSE:

The Clinical Pharmacist will provide and help develop a comprehensive, high quality clinical pharmacy service to the multidisciplinary teams responsible for inpatient, outpatient, day hospital, theatre, and community care within Powys Teaching Health Board, including working across settings to ensure integrated pharmaceutical care is achieved.

Ensure relevant medicines reconciliation is completed.

Be involved in medical drug rounds and multi-disciplinary teams, providing clinical pharmacy advice.

Support the safe transfer of patients between setting by liaising with appropriate staff, including community pharmacies, DGH and/or GP Practice Pharmacists as appropriate.

Ensure patients being discharged have support and/or understanding to safely continue their medication treatment following discharge, utilising outreach Pharmacy Technician services where appropriate.

The role will include rotation through mental health services and primary care, through GP practices and can include providing a clinical pharmacy service in a patient's home.

DUTIES & RESPONSIBILITIES**Clinical**

Deliver clinical pharmacy services to Powys community hospital inpatient or virtual wards and support services such as day case and theatres, outpatients, minor injuries unit, community healthcare teams and mental health areas. This is to ensure safe, rational, and effective prescribing and will include discussions with prescribers and attendance on medical ward rounds and MDT sessions where appropriate.

Provide specialist pharmaceutical and prescribing advice to medical staff within the Health Board, General Practitioners, and other members of the multidisciplinary team. This will include researching answers, using trusted medicines information resources, including highly specialist services, and critically appraising evidence or expert advice. Require interpreting and acting on complex clinical information from a wide variety of conflicting sources and providing a clinical pharmaceutical opinion when information is conflicting or may be challenged.

Handle clinically urgent enquiries within a timely manner and prioritise tasks according to the level of urgency. Input enquiries and answers given into the MI Databank Medicines Information database.

Counsel patients and carers regarding choice of medication, to ensure that the purpose of each medication is understood and likely benefits and side effects on an individual basis. Deal with any practical issues that may prevent the optimal use of their medicines.

Provide counselling to patients on their medications on discharge from hospital, liaising with their community pharmacy, GP Practice and Social Services as necessary, to support seamless discharge and safe and effective use of medicines at home.

Recommend, and effectively communicate, pharmacological treatment options to medical and nursing staff, including individualised, care-plans encompassing relevant mental, physical, and social care needs. Ensure appropriate monitoring of drugs is undertaken and advise on dose adjustments required considering therapeutic drug monitoring results.

Provide day to day clinical support to the Medicines Transcription and Electronic Discharge (MTeD) system and use of patients own drugs developments through supporting ward staff, and the registered Pharmacy Technician, providing appropriate clinical review and check of prescribing, including medicines reconciliation.

Provide advice to clinicians and patients/carers on unlicensed medicines or the unlicensed use of licensed medicines (off-label), where evidence base may be lacking, and medical opinion may differ.

Demonstrate accurate use of drug administration equipment e.g., inhaler devices to patients and medical and nursing staff to ensure that drugs are administered and monitored correctly.

Promote the use of drugs from the Powys Formulary and suggest therapeutic changes to ensure compliance with the Powys Formulary – this may include direct pharmacist changes where there is a local agreed policy in place.

Ensure clear endorsements on medication charts in accordance with agreed clinical pharmacy standards.

Manage and make appropriate referrals to other members of the multidisciplinary team as appropriate.

Maintain a record of any clinical interventions made using the All-Wales Interventions Database.

Detect, record, and report Adverse Drug Reactions (ADRs) through the Yellow Card system as appropriate.

Service Development

Support the implementation of medicines reconciliation on admission through the Medicines Transcription and Electronic Discharge (MTeD) system and suggest any changes required to streamline the service.

Support the development and implementation of a patient's own drugs scheme for inpatients leading on to development of a self-administration of medication scheme. Contributing to the development of Powys wide policies for these initiatives.

Provide the required pharmaceutical advice into the development of clinical guidelines.

Feedback suggested changes in the Clinical Pharmacy service to the senior Medicines Management Team.

Identify new prescribing practices or changes in practice that may impact on the drugs budget, or overall healthcare costs.

Policies & Procedures

Ensure that Medicines Management practices, services and the storage of medication comply with legal, national, and local guidelines.

In conjunction with the Pharmacy Technician and Ward/Department Manager ensure appropriate quantities of medication are stored in clinical areas, in accordance with changing clinical needs to minimise waste and reduce risk. This will include supporting staff in plans for appropriately accessing medicines out of hours and for community cared for patients including those on the virtual ward – this may include liaison with the local community pharmacy.

Ensure compliance with patient safety alerts around the safe use of medicines.

Review inpatient and outpatient prescribing to ensure that drug therapy is evidence-based, safe, cost effective and appropriate to the individual patient. This will include taking part in multidisciplinary team (MDT) meetings and medical ward rounds where appropriate.

Support the senior Pharmacy Team by providing financial interpretation of medicines spend and alternative options.

Review hospital supply and prescription (WP10HP and discharge prescription) data to ensure that supplies are in accordance with formulary and the correct use of prescriptions, including the use of compliance aids.

Contribute to the development and implementation of the Powys wide Medicines Management policy and other medicines related policies and procedures.

Research & Development/Clinical Audit

Integrate research evidence into clinical practice.

Assist the clinical and wider Medicines Management team with the development of care pathways.

Participate in clinical trials involving medicines as appropriate.

Ensure that the prescribing of unlicensed medicines or the unlicensed use of licensed medicines complies with national and local policies and procedures. To ensure that a risk/benefit analysis is undertaken for individual patients at the point of prescribing.

Undertake clinical audits involving prescribing, dispensing, storage, transport, and administration of drugs.

Contribute research ideas, and participation in high quality research & development will be encouraged.

Communication

Responsible for presenting drug or medicine related information in a suitable format (e.g., written and or verbal) and styled for the target audience of prescribers, patients and carers, a degree of persuasion may be required. Barriers to effective communication may include language difficulties or physical or mental disabilities.

Responsible for communicating relevant Health Board decisions and policy relating to medicines.

Risk Management/Clinical Governance

Ensure that medication errors are reported in accordance with Health Board policy via DATIX incident reporting system.

Receive reports of medications errors and support investigations of errors in prescribing, dispensing or drug administration and implement actions as necessary. This may include reacting to errors made by external providers and dealing with patients who have been subject to a drug error.

Identify potential risks in prescribing, dispensing or drug administration and to the senior Medicines Management team so that appropriate changes in policy, procedure or practice can be made.

Responsible for monitoring a quality, timely and safe inpatient, and discharge medicines supply, through liaison with the Pharmacy provider, responding to issues, with support of the Head of Pharmacy and Medicines Management team.

Reduce risk associated with medicines use by contributing to safe medication practice initiatives e.g. 1000 Lives campaign, Your Health Your Medicines, etc.

Professional Development & Leadership

Practice in accordance with the Code of Ethics of the General Pharmaceutical Council. As a registered Pharmacist, the post-holder is accountable for their own work and should work within their competencies.

Provide training in all aspects of Medicines Management to groups of medical, nursing, and other health and social care staff within the Mental Health Directorate. Provide training to staff (including GPs) outside of the mental health directorate on aspects of mental health medicines management.

Train, supervise and assess junior Pharmacists and Pharmacy Technicians.

Deliver educational sessions for groups of patients, carers and volunteers or other groups as necessary.

Identify a personal development plan incorporating measures both through training and self-directed study/experiences, ensuring the delivery of evidence-based interventions and practice. Comply with General Pharmaceutical Council requirements for Continuing Professional Development.

Senior Pharmacists will be expected to be working towards an appropriate professional competency framework, such as the RPS APF.

Complete PTHB mandatory training.

Work in accordance with PTHB policy and procedures in all aspects of practice and delegated duties.

Keep up to date with national, regional, and service area developments e.g., NICE, AWMSG and Public Health Wales guidance.

Ensure up to date knowledge is maintained in respect of legislation e.g., Health & Safety, Mental Health Act.

Participate in the full range of education and research and development opportunities both as a recipient and where appropriate as a facilitator.

The post holder will be encouraged to use their own initiative and, as the lead Clinical Pharmacy specialist on the ward, will have need to use their own professional judgement to take decisions.

As a new role within the Health Board, the post will be subject to change through organisational need, development and agreement with the post-holder.

Managerial

Responsible for planning and organising own workload in accordance with the requirements of the clinical pharmacy service and wider Medicines Management team.

Provide clinical leadership, supervise, train, and assess junior Pharmacists and Pharmacy Technicians, as appropriate.

Be flexible in working patterns both within the designated clinical area but also being prepared to support other Medicines Management areas to meet the needs of the service.

Participate in weekend, On-Call and Bank Holiday working when required in accordance with agreed rotas, and in accordance with national agreements.

Ensure that standards are maintained within the clinical environment.

It is the overall responsibility of the post holder to maintain a high level of professional practice. Maintaining at all times up to date knowledge of all areas of practice, policy and legislation. It is a requirement that individual development plans are in place to ensure quality practice is maintained.

Be able to cover clinical areas for colleagues in their absence. In practice, this will require close collaboration between ward-based pharmacists to ensure each area is appropriately covered, considering training, annual leave, network meetings, etc.

Extended or variable hours working may become a requirement, within the 37.5 hours (or pro-rata part-time hours).

<u>PERSON SPECIFICATION</u>			
ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Qualifications and/or Knowledge	<p>GPhC registered Pharmacist</p> <p>4 years Masters degree (MPharm) or equivalent BPharm or BSc in Pharmacy, and highly developed specialist knowledge</p> <p>Prepared to work towards a Postgraduate Diploma in Clinical Pharmacy or Therapeutics</p> <p>Up to date broad clinical knowledge</p> <p>Excellent understanding of pharmacy/medicines standards, legal requirements, and guidelines</p> <p>Awareness of implications of current developments in pharmacy practice and NHS Wales strategies / policies</p>	<p>Postgraduate Diploma in Clinical Pharmacy or Therapeutics</p> <p>Independent Prescriber</p> <p>Membership of the Royal Pharmaceutical Society, working to the faculty framework</p> <p>Have knowledge of the differences between primary/secondary care and NHS England/Wales interface issues</p>	<p>Pre-employment checks</p> <p>Interview</p> <p>Application Form</p>
Experience	<p>Significant experience of working as a Clinical Pharmacist</p> <p>Experience of working as a Clinical Ward Pharmacist</p>	<p>Previous experience in undertaking audit and research</p>	<p>Application Form and Interview</p>
Aptitude and Abilities	<p>Ability to demonstrate safe, effective and efficient use of medicines</p> <p>Ability to support the development of clinical pharmacy services in line with local and national objectives</p> <p>Good verbal and written communication skills</p>	<p>Ability to speak Welsh</p> <p>Ability to educate, train, supervise and evaluate pharmacy staff and other healthcare professionals</p>	<p>Interview</p> <p>Application Form</p>

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Aptitude and Abilities cont'd	<p>Ability to critically appraise and interpret complex information to make an informed recommendation about medication therapy</p> <p>Ability to manage professionally challenging conversations and situations</p> <p>Able to motivate, negotiate and influence healthcare professionals and patients</p> <p>Able to deal sensitively and confidentially with disturbing personal patient information</p> <p>Able to work as part of a team and able to both take and give direction</p> <p>Self-motivated, proactive and able to act on own initiative</p> <p>Able to work calmly under pressure and deal with conflicting pressures and deadlines</p>	IT Skills including the use of Word, PowerPoint and Excel	
Values	Demonstrate PTHB Values		Interview Application Form
Other	<p>Frequent travel across Powys to inpatient and community-based teams and patients; the candidate will need to have the means to travel across the county – a driver's licence is likely to be required</p> <p>Ability to participate in an On-Call rota if required</p>		Application Form and Interview

GENERAL REQUIREMENTS

Include those relevant to the post requirements

- **Values:** All employees of the Health Board are required to demonstrate and embed the Values and Behaviour Statements in order for them to become an integral part of the post holder's working life and to embed the principles into the culture of the organisation.
- **Registered Health Professional:** All employees who are required to register with a professional body, to enable them to practice within their profession, are required to comply with their code of conduct and requirements of their professional registration.
- **Competence:** At no time should the post holder work outside their defined level of competence. If there are concerns regarding this, the post holder should immediately discuss them with their Manager/Supervisor. Employees have a responsibility to inform their Manager/Supervisor if they doubt their own competence to perform a duty.
- **Learning and Development:** All staff must undertake induction/orientation programmes at Corporate and Departmental level and must ensure that any statutory/mandatory training requirements are current and up to date. Where considered appropriate, staff are required to demonstrate evidence of continuing professional development.
- **Performance Appraisal:** We are committed to developing our staff and you are responsible for participating in an Annual Performance Development Review of the post.
- **Health & Safety:** All employees of the organisation have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. The post holder is required to co-operate with management to enable the organisation to meet its own legal duties and to report any hazardous situations or defective equipment. The post holder must adhere to the organisation's Risk Management, Health and Safety and associate policies.
- **Risk Management:** It is a standard element of the role and responsibility of all staff of the organisation that they fulfil a proactive role towards the management of risk in all of their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards.
- **Welsh Language:** All employees must perform their duties in strict compliance with their organization's Compliance Notice under the Welsh Language Standards, as well as any local policies with regards the Welsh language; as well as taking every opportunity to promote the Welsh language in their dealings with the public.
- **Information Governance:** The post holder must at all times be aware of the importance of maintaining confidentiality and security of information gained during the course of their duties. This will in many cases include access to personal information relating to service users.

- **Data Protection:** The post holder must treat all information, whether corporate, staff or patient information, in a discreet and confidential manner in accordance with the provisions of the General Data Protection Legislation and Organisational Policy. Any breach of such confidentiality is considered a serious disciplinary offence, which is liable to dismissal and / or prosecution under current statutory legislation and the HB or Trust Disciplinary Policy.
- **Records Management:** As an employee of this organisation, the post holder is legally responsible for all records that they gather, create or use as part of their work within the organisation (including patient health, staff health or injury, financial, personal and administrative), whether paper based or on computer. All such records are considered public records and the post holder has a legal duty of confidence to service users (even after an employee has left the organisation). The post holder should consult their manager if they have any doubt as to the correct management of records with which they work.
- **Equality and Human Rights:** The Public Sector Equality Duty in Wales places a positive duty on the HB/Trust to promote equality for people with protected characteristics, both as an employer and as a provider of public services. There are nine protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation. The HB/Trust is committed to ensuring that no job applicant or employee receives less favourable treatment on any of the above grounds. To this end, the organisation has an Equality Policy and it is for each employee to contribute to its success.
- **Dignity at Work:** The organisation condemns all forms of bullying and harassment and is actively seeking to promote a workplace where employees are treated fairly and with dignity and respect. All staff are requested to report any form of bullying and harassment to their Line Manager or to any Director of the organisation. Any inappropriate behaviour inside the workplace will not be tolerated and will be treated as a serious matter under the HB/Trust Disciplinary Policy.
- **DBS Disclosure Check:** In this role you will have **direct contact** with patients / service users / vulnerable adults in the course of your normal duties. You will therefore be required to apply for a Criminal Record Bureau Enhanced Disclosure Check as part of the HB/Trust's pre-employment check procedure.
- **Safeguarding Children and Adults at Risk:** Powys Teaching Health Board is fully committed to safeguarding people. Employees and workers (including agency and bank workers) are responsible for ensuring they understand what actions to take if they have reasonable cause to suspect that a child or an adult is at risk of harm and mandatory safeguarding training is completed in line with their role specific competencies.
- **Infection Control:** The organisation is committed to meet its obligations to minimise infections. All staff are responsible for protecting and safeguarding patients, service users, visitors and employees against the risk of acquiring healthcare associated infections. This responsibility includes being aware of the content of and consistently observing Health Board/Trust Infection Prevention & Control Policies and Procedures.

- **No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Health Board/Trust sites, including buildings and grounds, are smoke free.
- **Flexibility Statement:** The duties of the post are outlined in this Job Description and Person Specification and may be changed by mutual agreement from time to time.

Organisational Chart



