

Clinical Pharmacist Job Description

Responsible to: Alliance of Sutton Practices PCN

Accountable to: Clinical Director

Salary: AfC Band 7/8a

Job Summary

The post holder is a pharmacist, who acts within their professional boundaries, supporting and working alongside a team of Health Care Practitioners in general practice Primary Care Network (PCN).

The post holder will work as part of a multi-disciplinary team in a patient-facing role. The post holder will take responsibility for areas of medicines management within the Network and undertake clinical medication reviews to proactively manage patients with complex polypharmacy.

The post holder will provide primary support to general practice staff with regards to prescription and medication queries. They will deal with medicines reconciliation on transfer of care and systems for safer prescribing, providing expertise in clinical medicines advice while addressing both public and social care needs of patients in the PCN.

The post holder will provide clinical leadership on medicines optimisation and quality improvement (QI) and manage some aspects of the quality and outcomes framework and enhanced services.

The post holder will ensure that the practice integrates with community and hospital pharmacy to help utilise skill mix, improve patient outcomes, ensure better access to healthcare and help manage workload.

The role is pivotal to improving the quality of care and operational efficiencies so requires motivation and passion to deliver excellent service within general practice.

The post holder will be supported to develop their role to become a non-medical prescriber.

Primary Duties and Areas of Responsibility

<p>Patient facing Long--term condition Clinics</p>	<p>See (where appropriate) patients with single or multiple medical problems where medicine optimisation is required (e.g. COPD, asthma).</p> <p>Review the on-going need for each medicine, a review of monitoring needs and an opportunity to support patients with their medicines taking ensuring they get the best use of their medicines (i.e. medicines optimisation). Make appropriate recommendations to Senior Pharmacists or GPs for medicine improvement.</p>
<p>Patient facing Clinical Medication Review</p>	<p>Undertake clinical medication reviews with patients and produce recommendations for senior clinical pharmacist, nurses and/or GP on prescribing and monitoring.</p>
<p>Patient facing care home medication reviews</p>	<p>Undertake clinical medication reviews with patients and produce recommendations for the senior clinical pharmacist, nurses or GPs on prescribing and monitoring.</p> <p>Work with care home staff to improve safety of medicines ordering and administration.</p>
<p>Patient facing domiciliary clinical medication review</p>	<p>Undertake clinical medication reviews with patients and produce recommendations for the senior clinical pharmacists, nurses and GPs on prescribing and monitoring.</p> <p>Attend and refer patients to multidisciplinary case conferences.</p>
<p>Patient facing medicines support</p>	<p>Provide patient facing clinics for those with questions, queries and concerns about their medicines.</p>
<p>Telephone medicines support</p>	<p>Provide a telephone help line for patients with questions, queries and concerns about their medicines.</p>
<p>Medicine information to practice staff and patients</p>	<p>Answers relevant medicine--related enquiries from GPs, other practice staff, other healthcare teams (e.g. community pharmacy) and patients with queries about medicines.</p> <p>Suggesting and recommending solutions.</p> <p>Providing follow up for patients to monitor the effect of any changes</p>

Unplanned hospital admissions	Review the use of medicines most commonly associated with unplanned hospital admissions and readmissions through audit and individual patient reviews. Put in place changes to reduce the prescribing of these medicines to high-risk patient groups.
Management of medicines at discharge from hospital	To reconcile medicines following discharge from hospitals, intermediate care and into care homes, including identifying and rectifying unexplained changes and working with patients and community pharmacists to ensure patients receive the medicines they need post discharge. Set up and manage systems to ensure continuity of medicines supply to high-risk groups of patients (e.g. those with medicine compliance aids or those in care homes).
Signposting	Ensure that patients are referred to the appropriate healthcare professional for the appropriate level of care within an appropriate period of time e.g. pathology results, common/minor ailments, acute conditions, long term condition reviews etc.
Risk stratification	Identification of cohorts of patients at high risk of harm from medicines through pre-prepared practice computer searches. This might include risks that are patient related, medicine related, or both.
Service development	Contribute pharmaceutical advice for the development and implementation of new services that have medicinal components (e.g. advice on treatment pathways and patient information leaflets).
Information management	Analyse, interpret and present medicines data to highlight issues and risks to support decision making.
Medicines quality improvement	Undertake clinical audits of prescribing in areas directed by the GPs, feedback the results and implement changes in conjunction with the practice team.

Medicines safety	Implement changes to medicines that result from MHRA alerts, product withdrawal and other local and national guidance.
Implementation of local and national guidelines and formulary recommendations	Monitor Network prescribing against the local health economy's RAG list and make recommendations to GPs for medicines that should be prescribed by hospital doctors (red drugs) or subject to shared care (amber drugs). Assist practices in seeing and maintaining a practice formulary that is hosted on the practice's computer system. Auditing practice's compliance against NICE technology assessment guidance. Provide newsletters or bulletins on important prescribing messages.
Education and Training	Provide education and training to primary healthcare team on therapeutics and medicines optimisation.
Care Quality Commission	Work with the general practice teams to ensure the Network is compliant with CQC standards where medicines are involved.
Public health	To support public health campaigns. To provide specialist knowledge on all public health programmes available to the general public.

Collaborative Working Relationships

- Recognises the roles of other colleagues within the organisation and their role to patient care.
- Demonstrates use of appropriate communication to gain the co-operation of relevant stakeholders (including patients, senior and peer colleagues, and other professionals, other NHS/private organisations e.g. CCGs.)
- Demonstrates ability to work as a member of a team.
- Is able to recognise personal limitations and refer to more appropriate colleague(s) when necessary.

- Actively work toward developing and maintaining effective working relationships both within and outside the Network and locality
- Foster and maintain strong links with all services across locality
- Explores the potential for collaborative working and takes opportunities to initiate and sustain such relationships
- Demonstrates ability to integrate general practice with community and hospital pharmacy teams
- Liaises with CCG colleagues including CCG Pharmacists on prescribing related matters to ensure consistency of patient care and benefit
- Liaises with CCG pharmacists and Heads of Medicines Management/ Optimisation to benefit from peer support
- Liaises with other stakeholders as needed for the collective benefit of patients including but not limited to Patients GP, Nurses, other practice staff and other healthcare professionals including CCG pharmacists, pharmacy technicians.

Knowledge, Skills and Experience Required

- Completion of an undergraduate degree in pharmacy and registration with the General Pharmaceutical Council
- Minimum of 2 years' experience as a pharmacist, demonstrated within a practice portfolio.
- Have experience and an awareness of common acute and long-term conditions that are likely to be seen in general practice
- May hold or be working towards an independent prescribing qualification.
- Recognises priorities when problem-solving and identifies deviations from normal pattern and is able to refer to seniors or GPs when appropriate
- Able to follow legal, ethical, professional and organisational policies/procedures and codes of conduct
- Involves patients in decisions about prescribed medicines and supporting adherence as per NICE guidelines.

NB: it is anticipated level of qualification held may vary according to the level of position and the components of the role being carried out, see person specification for details.

Leadership

- Demonstrate understanding of the pharmacy role in governance and is able to implement this appropriately within the workplace.
- Demonstrate understanding of, and contributes to, the workplace vision.
- Engages with Patient Participation Groups (PPGs) and involves PPGs in development of the role and practices
- Demonstrates ability to improve quality within limitations of service
- Reviews yearly progress and develops clear plans to achieve results within priorities set by others.
- Demonstrate ability to motivate self to achieve goals
- Promotes diversity and equality in people management techniques and leads by example.

Management

- Demonstrate understanding of the implications of national priorities for the team and/or service.
- Demonstrate understanding of the process for effective resource utilisation
- Demonstrate understanding of, and conforms to, relevant standards of practice
- Demonstrates ability to identify and resolve risk management issues according to policy/protocol
- Follows professional and organisational policies/procedures relating to performance management
- Demonstrate ability to extend boundaries of service delivery within the team

Education, Training and Development

- Understands and demonstrates the characteristics of a role model to members in the team and/or service
- Demonstrates understanding of the mentorship process

- Demonstrates ability to conduct teaching and assessment effectively according to a learning plan with supervision from more experience colleague
- Demonstrates self-development through continuous professional development activity; working alongside senior clinical pharmacist to identifying areas to develop
- Participates in the delivery of formal education programmes
- Demonstrates an understanding of current educational policies relevant to working areas of practice and keeps up to date with relevant clinical practice.
- Ensures appropriate clinical supervision is in place to support development
- Enrolled into review and appraisal systems within the practice

Research and Evaluation

- Demonstrates ability to critically evaluate and review literature
- Demonstrates ability to identify where there is a gap in the evidence base to support practice
- Demonstrates ability to generate evidence suitable for presentations at practice and local level
- Demonstrates ability to apply research evidence base into working place
- Demonstrates understanding of principles of research governance.

Health and Safety/Risk Management

- The post-holder must comply at all times with the Practice's Health and Safety policies, in particular by following agreed safe working procedures and reporting incidents using the organisations Incident Reporting System.
- The post-holder will comply with the Data Protection Act (1984) and the Access to Health Records Act (1990).

Equality and Diversity

- The post-holder must co-operate with all policies and procedures designed to ensure equality of employment. Co-workers, patients and visitors must be treated equally irrespective of gender, ethnic origin, age, disability, sexual orientation, religion etc.

Respect for Patient Confidentiality

- The post-holder should respect patient confidentiality at all times and not divulge patient information unless sanctioned by the requirements of the role.

Special Working Conditions

- The post-holder is required to travel independently between practice sites (where applicable), and to attend meetings etc. hosted by other agencies.
- The post-holder will have contact with body fluids i.e. wound exudates; urine etc. while in clinical practice.

Job Description Agreement

This job description is intended as a basic guide to the scope and responsibilities of the post and is not exhaustive. It will be subject to regular review and amendment as necessary in consultation with the post holder.