



JOB DESCRIPTION FORM

Section 1 – POSITION IDENTIFICATION

		Position No:	615641
Division:	Medical Services	Title:	Chief Pharmacist
Branch:		Classification:	HSO Level P5
Section:		Award/Agreement	Health Salaried Officers Agreement

Section 2 – POSITION RELATIONSHIPS

Responsible To	Title:	Chief Executive Officer
	Classification:	
	Position No:	607831

Responsible To	Title:	Executive Director Medical Services
	Classification:	Medical Administrator Year 1-9
	Position No:	613104

This position	Title:	Chief Pharmacist
	Classification:	HSO Level P5
	Position No:	615641

OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

Title
Area Director Safety and Quality
Workforce Support Consultant (x3)
Business Support Consultant
Clinical Research Manager
Director Medical Education
Area Director Clinical Leads (x4)
Personal Assistant

Positions under direct supervision:	← Other positions under control:								
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 20%;">Position No.</th> <th style="width: 80%;">Title</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Position No.	Title			<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 70%;">Category</th> <th style="width: 30%;">Number</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Category	Number		
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Section 3 – KEY RESPONSIBILITIES

Provides professional and strategic leadership for WA Country Health Services regarding the development and delivery of pharmaceutical services, and professional advice on issues related to therapeutic goods, poisons, drugs and medication safety. This pivotal role is required to provide direction to the regions, while being responsible for coordination and liaison with the Whole of Health.

WA Country Health Service – Central Office
30 November 2017
REGISTERED

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The WA Country Health Service (WACHS) is the largest country health system in Australia and one of the biggest in the world, providing health services to over half a million people, including over 50,000 Aboriginal people, over a vast two and a half million square kilometres area.

WA Country Health Service hospitals handle almost as many births as the State's major maternity hospital – and 40% of the State's emergency presentations. The range of health services provided include acute inpatient and emergency care, population and public health, mental health, Aboriginal health, aged care and includes increasing number of services provided by telehealth video-conferencing.

Our dedicated and committed staff work hard to fulfil our vision of Healthier country communities through partnerships and innovation, to deliver health services that support the health and well-being of individuals and communities in rural and remote Western Australia.

OUR PURPOSE – What we are here to do

WACHS improves country people's health and well-being through access to quality services and by supporting people to look after their own health.

OUR STRATEGIC DIRECTIONS TO 2018

1. Improving the experience of health care
2. Valuing consumers, staff and partnerships
3. Governance, performance and sustainable services

OUR GUIDING PRINCIPLES

Consumers first in all we do. Safe, high quality services and information at all times. Care closer to home where safe and viable.
Evidence based services, partnerships and collaboration.

OUR VALUES

Community – making a difference through teamwork, cooperation, a 'can do' attitude and country hospitality.

Compassion – listening and caring with empathy, respect, courtesy and kindness.

Quality – creating a quality health care experience for every consumer, continual improvement, innovation and learning.

Integrity – accountability, honesty and professional, ethical conduct in all that we do.

Justice – valuing diversity, achieving health equality, cultural respect and a fair share for all.

<p>WA Country Health Service – Central Office 30 November 2017 REGISTERED</p>
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Section 4 – STATEMENT OF DUTIES

Duty No.	Details	Freq.	%
	<p>Pharmacy Leadership and Strategic Management</p> <ul style="list-style-type: none"> Provide leadership and expert advice to WACHS on policy, quality use of medicines, professional standards, best practice and strategic matters related to medication management and pharmacy services. Develop and implement WACHS Pharmacy strategic and operational plans which align with the WACHS Strategic direction and values. Works in partnership with Chief Pharmacists and Regional Executive to ensure that WACHS pharmacy and medication management services are safe, evidence-based, technologically advanced and well governed. Liaises with the Department of Health, Health Service Providers and other external stakeholders regarding issues related to pharmacy services and medicines management. Responsible for WACHS wide policy development concerning pharmacy services and medicines management. Accountable for ensuring WACHS compliance with all legislative, regulatory and statutory requirements related to pharmacy services, medicines, drugs and therapeutic goods. Provide leadership in relation to the Statewide Medicines Formulary, investigational drugs and drug usage evaluation programs. Responsible for WACHS wide auditing and reporting related to pharmacy services and medication management. Acts as Chair of the WACHS Chief Pharmacists Forum and the WACHS Medication Safety Committee. Participate in relevant WA, State and National committees as directed by the Executive Director Medical Services. Provides expert advice to WACHS Drug and Therapeutics Committees and Antimicrobial Stewardship programs as required. Provides advice for sentinel and adverse events and clinical incidents, participating in investigations as requested and implementing recommendations as required. Promote and direct innovative quality improvement programs geared towards National accreditation. Promote evidence based practice and research as the foundation for advances in clinical therapeutics, medicines management and pharmacy practice. Direct educational programs provided by the Pharmacy department, for medical, nursing and pharmacy students and staff on matters relating to medicines policy and systems. Participate in special projects as agreed with the Executive Director Medical Services. <p>Other</p> <ul style="list-style-type: none"> Other duties as directed by the Executive Director Medical Services. 		
	<p>The occupant of this position will be expected to comply with and demonstrate a positive commitment to the WACHS values and the highest achievement in demonstrating positive commitment to Equal Employment Opportunity, Occupational Safety & Health, Public Sector Standards, Code of Conduct, Code of Ethics, Quality Improvement, Performance Management, Customer Focus, Disability Services Act and Confidentiality throughout the course of their duties.</p>		



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Section 5 – SELECTION CRITERIA

ESSENTIAL

1. Tertiary qualification in Pharmacy and eligible for registration by the Pharmacy Board of Australia.
2. Demonstrated extensive level of pharmaceutical clinical knowledge, expertise and skills and the ability to provide authoritative counsel in contemporary pharmacy practices, education and research to internal and external stakeholders.
3. Demonstrated participation in the implementation of regulatory requirements and safety and quality standards applicable to pharmaceutical services.
4. Highly developed communication, consultation and negotiation skills, a demonstrated ability to influence people in the achievement of objectives and establish collaborative relationships and networks within and external to Health.
5. Excellent conceptual, analytical, and planning skills, with a proven ability to provide innovative thinking in identifying solutions to complex problems.
6. Current C Class drivers licence
7. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

DESIRABLE

1. Possession of or progression towards postgraduate qualification relevant to the position.
2. Experience in the delivery of pharmacy services in rural and remote areas.

Section 6 – APPOINTMENT FACTORS

Location	Perth	Accommodation	As determined by the WA Country Health Service Policy
Allowances/ Appointment Conditions	Appointment is subject to: <ul style="list-style-type: none"> • Completion of a 100 point identification check • Successful Criminal Record Screening clearance • Successful Pre- Placement Health Screening clearance • Current C Class drivers licence 		
Specialised equipment operated			

Section 7 – CERTIFICATION

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Signature and Date: ____/____/____
Executive Services

Signature and Date: ____/____/____
Chief Executive

As occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Name	Signature	Date Appointed	Date Signed

