



HSS Registered

Senior Pharmacist
Health Salaried Officers Agreement: Level P3
Position Number: 603290
Pharmacy Department / Clinical Services Division
Royal Perth Hospital / East Metropolitan Health Service (EMHS)

Reporting Relationships

Chief Pharmacist
 HSO Level P6
 Position Number: 104127



Deputy Chief Pharmacist
 HSO Level P4
 Position Number: 104137



This Position



Directly reporting to this position:

Title	Classification	FTE
Senior Pharmacist	P2	3.8
Pharmacist	P1	2



Also reporting to this supervisor:

- Senior Pharmacist (Critical Care Clinical Lead) HSO P3
- Senior Pharmacist (Surgical Clinical Lead) HSO P3
- Senior Pharmacist (Medical Clinical Lead) HSO P3
- Senior Pharmacist (Medicines Information) HSO P2
- Senior Pharmacist (Medication Safety) HSO P2
- Senior Pharmacist (Infectious Diseases) HSO P2
- Senior Pharmacist (Smart Infusion Pumps) HSO P2

Key Responsibilities

The Surgical Clinical Lead manages a team of pharmacists to ensure optimal clinical pharmacy service provided to medical specialty areas including General Surgery, Acute Surgical, Neurosurgery, Ophthalmology, Orthopaedics, Plastics, Pre-Admission Assessment Services, and Vascular Surgery at a specialised level of practice. Provides development and training to team members. As part of a multidisciplinary team promotes safe, rational and cost-effective drug therapy by providing and coordinating clinical pharmacy services which include monitoring of the patient's total medication profile, providing drug information and undertaking teaching and research. Practices as a Senior Pharmacist and ensures practice is in accordance with the Pharmacy Board of Australia Registration Standards, the Pharmacy Board of Australia Codes and Guidelines including the *Pharmacy Code of Conduct for Registered Health Practitioners* and EMHS policies and guidelines.



EMHS Vision and Values

Our Vision

***Healthy people, amazing care.
Koorda moort, moorditj kwabadak.***

Healthy people refers to the commitment we have as an organisation to ensure our staff, patients and the wider community have access to comprehensive healthcare services, in order to maintain healthy lives.

Amazing care reflects the sentiment of those consumers accessing our healthcare services from feedback provided to us. This common statement resonates with the health service, and reflects our intentions in our practice and work every day.

As a health service which celebrates diversity of culture and languages, it is also important that our vision is shared in the Noongar language.

Our Values

Our Values reflect the qualities that we demonstrate to each other and our community every day. Our staff make a difference every day to the patients, families and consumers they provide care, advice and support to. The EMHS values capture the shared responsibility that we uphold as most important, which are:

- **Kindness** – kindness is represented in the support that we give to one another. This is how we demonstrate genuine care and compassion to each and every person.
- **Excellence** – excellence is the result of always striving to do better. This is represented by constant improvements to the way in which we deliver our services, which results in a high performing health service.
- **Respect** – we demonstrate respect through our actions and behaviours. By showing each other respect, in turn we earn respect.
- **Integrity** – integrity is doing the right thing, knowing it is what we do when people aren't looking that is a true reflection of who we are.
- **Collaboration** – collaboration represents working together in partnership to achieve sustainable health care outcomes for our community with a shared understanding of our priorities.
- **Accountability** – together we have a shared responsibility for ensuring the best health care outcomes for our community. This is a reminder that it is not only our actions, but also the actions we do not do, for which we are accountable.



Royal Perth Hospital staff share a strong sense of pride in the longstanding principles of Servio, Latin for 'to serve' which adorns our historic crest. The principles of this statement, adopted in 1937 bear testimony to the longstanding tradition of excellence in service that we strive to perpetuate into the future.

Brief Summary of Duties (in order of importance)

1. Professional Leadership

- 1.1. Works in partnership with senior nursing, medical, pharmacy and allied health staff to deliver a safe, evidence-based, well-governed medicines management service, utilising and implementing technological advances where appropriate.
- 1.2. Makes independent decisions and is the expert resource for all pharmacists and other professional staff with respect to the Surgical pharmacy services assigned to this position.
- 1.3. Provides professional leadership, including developing, promoting and leading a specialised clinical pharmacy team within assigned Medical Specialty areas, to ensure the provision of professional and optimal pharmacy services to medical inpatients and outpatients.
- 1.4. Promotes evidence-based practice and research as the foundation for advances in clinical therapeutics, medicines management and pharmacy practice.
- 1.5. Promotes and leads innovative quality improvement programs and medicines management systems geared towards National accreditation and as long term strategies towards safer, more efficient and well governed health care.
- 1.6. Assists with development of and participation in educational programs provided by the Pharmacy department, on matters relating to optimal medication management.
- 1.7. Actively participates with the planning, implementation and documentation of activities associated with National Safety and Quality Health Service Standards and the EQUiP National program.

2. Operational Management

- 2.1. Is responsible for the planning and delivery of specialised clinical pharmacy services in inpatient and outpatient care settings associated with assigned Medical Specialty areas throughout RPH.
- 2.2. Oversees the performance and quality of services provided by pharmacists to assigned Surgical areas and ensures that appropriate rostering and service cover is in place for those services in collaboration with the Deputy Chief Pharmacist (DCP) Clinical.
- 2.3. Provides clinical pharmacy services to patients as a set component of duties or as back-up support to senior pharmacists within the assigned Medical Specialty areas.
- 2.4. Fulfils the responsibilities of a clinical pharmacist on roster as follows:
 - Provides pharmaceutical services to patients and clients at a specialised level of practice.
 - Monitors the patient's total drug regimen to promote safe, rational and cost effective therapy.
 - Undertakes appropriate counselling of patients on the correct use of their medications.
 - Actively prioritises and coordinates own caseload including participating in clinical review meetings and case conferences as appropriate.
 - Initiates, implements and participates in quality improvement and research activities in consultation with the DCP Clinical to systematically evaluate service delivery and meet customer needs.
 - Ensures that the provision of Pharmacy services is in accordance with relevant practice standards and conforms with legal and hospital requirements.
 - Supervises junior pharmacists and students on rotation to clinical areas.

- 2.5. In liaison with the DCP, controls the correct supply, handling, storage and administration of drugs in clinical areas by;
 - Advising pharmacy, nursing and medical staff on the proper handling, security and administration of drugs
 - Supervising/undertaking the preparation of dispensed and manufactured items as needed.
 - Completing all clinical documentation requirements and undertakes administrative tasks as required.
- 2.6. Leads policy and procedure development at a hospital and area level and participates at State level for matters concerning pharmacy services in Medical Specialty areas and medicines management.
- 2.7. Participates in the selection, recruitment, orientation, training, disciplinary management, performance development of all professional staff within assigned Medical Specialty areas, and completes the necessary human resource paperwork required.
- 2.8. Participates in departmental and other meetings as required to meet organisational and service objectives.

3. Research, Quality and Innovation

- 3.1. Promotes and leads a culture of research, quality improvement and innovation.
- 3.2. Participates in drug utilisation evaluation, quality assurance, medication safety initiatives and education programmes for pharmacy graduate and undergraduate, nursing, allied health and medical staff.

4. Communication and Consultation

- 4.1. Actively participates in and contributes to relevant Hospital activities, including relevant Hospital, EMHS and State committees.
- 4.2. Provides specialist advice to forums and discussions related to the strategic and operational planning for the hospital pharmacy services.

5. Other Duties

- 5.1. Undertakes other duties as required by the Chief Pharmacist / DCP Clinical, including participation on the on-call / after-hours rosters as required.

6. EMHS Governance, Safety and Quality Requirements

- 6.1. Ensures, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision.
- 6.2. Actively participates in the Peak Performance program.
- 6.3. Supports the delivery of safe patient care and the consumers' experience including identifying, facilitating and participating in continuous safety and quality improvement activities, and ensuring services and practices align with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- 6.4. Adheres to the performance framework for procurement and contract management and oversees and promotes to other staff this process and function in accordance with EMHS Policy and the Delegations and Authorisations Schedule.
- 6.5. Completes mandatory training (including safety and quality training) as relevant to role.
- 6.6. Performs duties in accordance with the EMHS Vision and Values, WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act and Government, WA Health, EMHS and Departmental / Program specific policies and procedures.

7. Undertakes other duties as directed

Work Related Requirements

The following criteria should be read together with the Brief Summary of Duties and considered in the context of the EMHS Values.

Essential Selection Criteria

1. Tertiary qualification in Pharmacy and eligible for registration by the Pharmacy Board of Australia.
2. Demonstrated extensive relevant hospital Pharmacy experience, knowledge and skills with specialisation in surgical areas and ability to work within a multidisciplinary setting.
3. Demonstrated ability to plan, develop, coordinate, implement and evaluate Pharmacy services including application of quality improvement principles and practices.
4. Demonstrated leadership, team building, time management and organisational skills when planning, providing and monitoring Pharmacy services.
5. Demonstrated high level interpersonal, negotiation, written and verbal communication skills.
6. 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 Selection Criteria

1. Completion or progress toward a relevant postgraduate qualification in a relevant clinical area.
2. Demonstrated experience of the Pharmaceutical Benefits Scheme (PBS) and its application in the community and hospital sectors.
3. Knowledge and skills in computing systems including those relevant to hospital pharmacy and therapeutics.
4. Demonstrated experience in pharmacy practice research.
5. Active participation in the affairs of relevant professional associations.
6. Experience in teaching and training pharmacy staff, students and other health professionals.

Appointment Prerequisites

Appointment is subject to:

- Evidence of current registration by the Pharmacy Board of Australia must be provided prior to commencement.
- Working With Children (WWC) Check, compulsory check for people who carry out child-related work in Western Australia.
- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

Certification

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

_____ Manager / Supervisor Name	_____ Signature	or	_____ HE Number	_____ Date
_____ Dept. / Division Head Name	_____ Signature	or	_____ HE Number	_____ Date

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

_____ Occupant Name	_____ Signature	or	_____ HE Number	_____ Date
_____ Effective Date				

HSS Registration Details (to be completed by HSS)

Created on _____

Last Updated on _____

July 2019