

Job Description

1. JOB DETAILS

Job title: Advanced Specialist Pharmacist (Medicine: Elderly Care)

Accountable to: Collaborative Lead Pharmacist

Band: 8a (Maternity Cover)

Location: Trust-wide with base to be agreed with Collaborative lead Pharmacist

2. JOB SUMMARY

All staff are expected to work to the Trust Values:



Kindness – Kindness and compassion cost nothing, yet accomplish a great deal.



Respect - We are respectful to everyone and are open, honest and fair – respect behaviours.



Ambition – We set goals to achieve the best for our patients, teams, organisations and our partners.



Collaboration – We are stronger and better working together with and for our patients.

Be responsible for, in association with the Collaborative Lead Pharmacist, the planning, organisation, workload allocation and management of the clinical pharmaceutical and medicines management services to a Trust Collaborative.

To be a role model for clinical and foundation level pharmacists providing a service to the Collaborative.

To support the implementation of change, including development and delivery of training, in order to maximise safe, cost-effective prescribing and to improve the quality of patient care.

To be responsible for supporting the development of better medicines management understanding throughout the Trust Collaborative and promoting good practice in line with national and local guidance.

To provide medicines optimisation services that will help patients get the best out of their medicines and assist in improving service efficiency whilst aiming to reduce waste medicines and costs.

Provide Trust-wide extensive specialist support in an appropriate defined clinical area of care relevant to the Trust Collaborative. This will include developing collaborative partnerships across organisational boundaries.

To deputise for the Collaborative Lead Pharmacist as required.

3. ROLE OF DEPARTMENT

The North Cumbria Integrated Care NHS Foundation Trust Pharmacy Service aims to proactively support staff, service users and carers in achieving safe and effective medicines management, optimising the use of medicines by providing a high quality and accessible service.

We do this by providing:

- Accurate and independent information and education about medicines to other healthcare professionals, service users and carers
- Clinical activities to facilitate the management of medicines by service users within inpatient and community teams
- Support to ensure that medicines management resources are used cost effectively within North Cumbria Integrated Care NHS Foundation Trust and across the local health community.

The Trusts clinical structure comprises eight collaboratives – This role will primarily work within the Speciality Medicines collaborative and will be based at West Cumberland Hospital.

The Trust pharmacy team aligns with the Diagnostic and Clinical Support Collaborative and currently comprises pharmacists specialising in acute and community services, aseptic services, procurement, Homecare, clinical trials, and medicines optimisation. Medicines management technicians and operational pharmacy support staff work across acute and community services wards. The pharmacy team work in all parts of the Trust across Cumbria. Dispensing and supply of medicines to Trust patients and to community clinics is via Trust dispensaries, Trust pharmacy stores, Homecare service providers, a and service level agreements with pharmacies in University Hospitals of Morecambe Bay NHS Foundation Trust.

Advanced Specialist Pharmacists provide Trust-wide specialist support in an appropriate defined clinical area of care provided in the Trust – e.g. palliative care, antimicrobial therapy, diabetes, Emergency Care, dementia, sexual health, neurology, diabetes. These specialist responsibilities are agreed within the pharmacy team.

The Senior Pharmacy Leadership team is comprised of the Clinical Director of Pharmacy and Medicines Optimisation, two Associate Directors, three Lead pharmacists two senior pharmacy technician site managers and a business development manager. A Lead pharmacist is responsible for pharmaceutical leadership into each Collaborative and has clinical responsibility within a defined patient area.

4. ORGANISATIONAL CHART



5. KEY WORKING RELATIONSHIPS

Lead pharmacists, Clinical Director of pharmacy, associate directors, consultants, prescribers and clinicians, senior network managers, quality and safety managers, ward and team managers, nursing and other health professionals, pharmacy team, GPs, CCG medicines management support team, pharmacy and other clinical staff in neighbouring trusts, patients, carers, all partner agencies in statutory and non-statutory sectors involved with the use of medicines in North Cumbria

6. DUTIES AND RESPONSIBILITIES OF THE POST

Responsibility for Quality and Safety

- Provide extensive specialist pharmaceutical advice and medicines resources on the legal, ethical, safe, clinical and cost-effective use of medicines, ensuring compliance with medicine legislation and national clinical guidelines.
- Contribute to the development and implementation of policies, guidelines, clinical pathways and patient group directions using extensive specialist clinical knowledge in line with local and national guidance to ensure the safe and cost-effective use of medicines within the Collaborative and within the wider health economy
- Support and contribute to developments to improve the management of medicines and medicine optimisation requirements of patients within the Care Group and, working with the Senior Pharmacy leadership team, support the development of appropriate business cases
- Working with the senior pharmacy leadership team, to review adverse clinical incidents relating to medicines use within the Collaborative, advising and leading implementation of strategies to learn lessons and minimise risks with the use of medicines
- Work in collaboration with other health professionals to improve reporting of, and learning from, medication error incidents in the Trust.

- Support risk training to ensure complete and accurate reporting of medications incidents
- Collaborate with the Associate Directors of Pharmacy and Medicines Optimisation, Trust lead pharmacists to contribute to and facilitate delivery of the Trust Medicines Management Strategy and other strategies/policies.
- Provide Trust-wide extensive specialist support in an appropriate defined clinical area of care relevant to the Collaborative – e.g. palliative care, antimicrobial therapy, elderly care, emergency care, dementia, , sexual health/HIV, stroke, neurology, diabetes etc.
- Review Patient Group Directions for pharmaceutical accuracy, relevant to the specialism or service
- Provide regular Controlled drugs checks, witness destruction and monitor the use of Controlled Drugs in defined locations
- Highlight any areas of concern relating to Controlled Drugs to the Trust Accountable Officer and head of pharmacy/principal pharmacist
- With the Lead pharmacist, support the clinical governance processes within the Care Group, including participating in relevant groups/committees

Responsibilities for patients

- Responsible for the appropriate management of patients referred for medicines optimisation / reconciliation input or who otherwise fall within the defined clinical area
- Work with the lead prescribers and the pharmacy team to promote best practice in the pharmaceutical care of patients in line with national and local guidance.
- Use extensive specialist knowledge of medicines use to answer enquiries and provide pharmaceutical advice to pharmacy, medical and nursing staff, including outside those outside the Trust e.g. primary care, relating to individual patient care and treatment policies and protocols
- Apply extensive specialist clinical knowledge to analyse complex patient information to ensure the optimal clinical outcome
- Record pharmaceutical interventions on trust systems, reviewing these with other healthcare professionals in improve prescribing practice
- Assist the multi-disciplinary team in the individual pharmaceutical care of patient in a defined clinical area by
 - Participating in consultant ward rounds and multidisciplinary team meetings providing clinical and financial advice if appropriate
 - Carrying out medication histories to enable rational medicine choices
 - Suggesting alterations to patients' medication regimes to simplify and aid therapy compliance
 - Promoting rational, safe and economic use of medicines
 - Research and provision of answers to queries raised on any aspect of patients' medicines
 - Providing information and negotiating with clinical staff to ensure compliance with formulary, guidelines, Area Prescribing committee or Medicines Management committee decisions, and other pharmacy related strategies
 - Providing advice to other specialist and clinical pharmacists within the defined clinical speciality
- Where appropriate to the role and locality or clinical area, to develop and support

medicines management services in new developments e.g. virtual community wards, escalation bed areas, ambulatory care wards or outpatients

- Where appropriate to Trust strategy and vision, to act as a supplementary or independent prescriber and undertake clinical examinations as necessary. Where acting as a supplementary prescriber, this will be agreed by the independent prescriber and under the terms of a clinical management plan.

Responsibilities for staff

Pharmacy team

- Act as a role model for pharmacy staff working in the Trust
- Provide professional, managerial and clinical leadership to members of the pharmacy team involved in the delivery of pharmaceutical services to the Collaborative
- To provide high quality clinical and management supervision and mentorship of clinical pharmacists and pharmacy technicians in the provision of pharmaceutical care for patients
- To line manage and appraise clinical pharmacists/technicians in the Collaborative and as requested by the senior pharmacy leadership team
- With the senior pharmacy leadership team to support the recruitment, development, performance and retention of the pharmacy team

Responsibilities for training/education

- Provide educational sessions to individual patients and carers and to patient groups
- To produce or contribute to patient information leaflets and run medicines awareness projects as required
- Deliver and evaluate education and training (often complex) to pharmacy and other staff, including medical and nursing staff, non-medical prescribers, other health professionals and support staff in relation to safe, legal, clinical and cost-effective use of medicines relevant to the Collaborative
- Participate in regular specialist training in-house and in local and national specialist training events

Responsibilities for Audit, Research and Development

- Contribute to the design, planning, implementation, collation, reporting, analysis, presentation, action planning of medicines audits to demonstrate compliance with Trust medicines policies or guidelines, CQC, NHSX and national audits programmes
- Participate in multi-disciplinary research or audit within own area of clinical practice
- Working with the Senior Pharmacy Leadership Team co-ordinate and integrate the research evidence into clinical practice within a specified patient population or directorate/clinical speciality
- Plan and undertake audit and research projects to improve understanding of effective interventions in the Collaborative
- Guide and support others undertaking research or audit

Responsibilities for resources

- Interpret reports on medicines use within the Collaborative, using extensive specialist clinical knowledge to advise on the cost effective use of medicines and identifying potential areas for cost minimisation
- Encourage and develop with the pharmacy team, innovative solutions to the provision of

pharmaceutical services.

- Contribute to the development of the relevant formulary, monitor adherence and take effective action to influence formulary compliance
- Contribute to the implementation of quality improvements e.g. CQUIN
- Develop and implement systems to identify and control costs with medicines.
- Influence changes to promote evidence based, cost-effective prescribing.

Other

- Contribute to the development of medicines management and medicines safety bulletins for staff
- Actively participate in appropriate local and regional networking groups

Out of Hours/On Call

- The post holder will be required to participate in the Pharmacy Out of Hours/On Call rota.

Seven Day service

- The post holder will be required to participate in the seven day working roster and will ensure there is appropriate Collaborative support at weekends and on Bank holidays.

7. WORK SETTING AND REVIEW

Daily management of the workload will be initiated by the post-holder working with the Lead pharmacist & other members of the pharmacy team to ensure appropriate skill mix of daily duties. The post-holder will work alone and without direct supervision most of the time.

As a registered pharmacist, the post-holder is accountable for their work and will work within their competencies. The post holder is required to demonstrate on-going continuous professional development.

At no time should clinical staff work outside their defined level of competence. If the post holder has concerns regarding this they should immediately discuss this with their Manager, Supervisor or Consultant. The post holder has the responsibility to inform those supervising their duties if they are not competent to perform a duty.

The post is subject to individual performance review and objective setting by the Collaborative Lead pharmacist.

8. INDIVIDUAL RESPONSIBILITIES

The post holder is expected to

- adhere to Trust policies and procedures and relevant legislation including the requirements of the any professional bodies
- attend mandatory training as identified by the Trust
- adhere to Trust infection prevention policies, procedures, audits in line with the Health Act 2006, to actively reduce Health Care Associated Infections

9. CONFIDENTIALITY

The post holder must maintain the confidentiality of information about patients' staff and Trust business in accordance with the General Data Protection Regulations (GDPR), Data Protection Act 2018 and Caldicott principles.

10. HEALTH AND SAFETY

Employees must be aware of the responsibilities placed upon them under the Health & Safety at work Act (1974), to ensure that the agreed safety procedures are carried out to maintain a safe environment for employees and visitors.

11. RISK MANAGEMENT

All staff have a responsibility to report all clinical and non-clinical accidents, incidents or near-misses promptly and when requested to co-operate with any investigations undertaken.

12. EQUALITY AND DIVERSITY

All employees of the Trust have responsibility to:

- Act in ways that support equality and value diversity.
- Treat everyone with whom they come into contact with dignity and respect.
- Act in ways that are in accordance with Trust's Single Equality Scheme, Equality and Diversity policy, and Dignity in the Workplace policy.

13. SAFEGUARDING

All employees have a duty for safeguarding and promoting the welfare of children and adults at risk. Staff must be familiar with the trusts Safeguarding Policy and the process for raising concerns about the welfare of anyone with whom they have contact. Staff must also ensure they receive the appropriate level of safeguarding children and adult training depending on their role in the Trust.

Staff are expected to access supervision and support from their line managers and/or the locality based safeguarding team when managing complex cases where applicable to their role.

14. INFORMATION GOVERNANCE

The post holder must keep up to date with the requirements of information governance; undertake mandatory training and follow Trust policies and procedures to ensure that trust information is dealt with legally, securely, efficiently and effectively.

It is important that the post holder processes personal identifiable information only in accordance with the Trust Data Protection Act notification to the Information Commissioner. The post holder must check with the Data Protection Officer before creating new systems to process person identifiable information to ensure that this is carried out within the scope of the Data Protection Act 2018 notification.

The post holder must manage the records they create or hold during the course of their employment with the Trust in an appropriate way, making the records available for sharing in a controlled manner subject to statutory requirements and agreed security and confidentiality policies, procedures and guidelines e.g. Data Protection Act 2018, Freedom of Information Act 2000, General Data Protection Regulations, Caldicott Guidelines NHS Confidentiality Code of Conduct 2003, and professional codes of conduct on confidentiality.

The post holder must maintain the confidentiality of information about service user staff and organisational business in accordance with the new Data Protection Act 2018 and Caldicott principles.

It is likely that the post holder will be in contact at some time with a form of information system, and therefore is responsible for implementing and maintaining data quality. The post holder, when making entries into records, must ensure that these are legible and attributable and that the record keeping is contemporaneous. It is essential that information recorded within records either on paper, in an electronic format or both paper and electronic is accurate, complete and relevant.

15. GREEN STATEMENT

Across the North East and North Cumbria we are working together to deliver our ambition to be the greenest region in England by 2030. There is an expectation for all staff to support this by familiarising yourself with the Trust's sustainability initiatives such as waste and recycling, going paperless, videoconferencing, sustainable transport and others.

We encourage you to think about what you can do as an individual and within your team to contribute in to embedding carbon reduction into the everyday running of our organisation.

PERSON SPECIFICATION

POST TITLE: Advanced Specialist Clinical Pharmacist–Medicines

Factor	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Pharmacy degree (Masters or equivalent) • Registered with the General Pharmaceutical Council. • Higher pharmacy professional/post graduate qualification. • Evidence of Continuing Professional Development. 	<p>On the practicing register of the Royal Pharmaceutical Society of Great Britain (RPS).</p> <p>Pharmacist prescribing qualification.</p> <p>Teaching and assessing qualification.</p>
Knowledge	<ul style="list-style-type: none"> • Extensive specialist therapeutic and clinical knowledge relevant to the post and care group. • Expert knowledge and understanding of relevant pharmacy/medicines standards, legal requirements and guidelines. • Knowledge and awareness of implications of current developments in pharmacy practice and NHS strategies/policy. • Knowledge of current and planned developments in the pharmacy profession. • Understanding of NHS managerial and financial frameworks. 	<p>Evidence of successful change management.</p> <p>Understanding of ePACT and other prescribing data.</p> <p>Knowledge of primary care prescribing and medicines management arrangements.</p> <p>Experience of reviewing patient group directions.</p> <p>Extensive experience in a secondary care role.</p>
Skills and Aptitudes	<ul style="list-style-type: none"> • Ability to motivate teams to deliver objectives. • Successful team player with the ability to respect and develop the skills of others. • Ability to prioritise competing demands; work under pressure and deliver against a background of change and uncertainty. • Ability to make judgements in highly complex situations. • Ability to critically review, analyse and interpret clinical literature, and medicines legislation. • Appropriate IT skills to utilise clinical information systems, pharmacy computer systems, databases and 	<p>Understanding and experience of putting evidence into practice.</p>

	<p>other software to improve patient care.</p> <ul style="list-style-type: none"> • Computer literate and ability to use Word, Excel, and PowerPoint competently. 	
<p>Personal Circumstances</p>	<ul style="list-style-type: none"> • Enthusiastic, self-motivating, good organisational skills. • Excellent written and verbal communication skills. • Excellent interpersonal skills. • Demonstrate ability to work independently and within a team. • Accuracy and attention to detail. • Co-operative and flexible working style with Trust wide teams. • Flexible approach and ability to deal with interruptions. • Ability to prioritise, deliver on agreed objectives and meet deadlines. • Friendly, approachable, able to convey messages with empathy and diplomacy. • Ability to motivate, influence and lead colleagues and staff. • Competent and confident to deliver complex presentations and training sessions. 	
<p>Other requirements</p>	<ul style="list-style-type: none"> • Promote equality and value diversity. • Ability to drive or have access to transport to travel within region. • Commitment to develop a culture to promote trust values. • Excellent attendance record. • Ability to participate in on-call rota. 	