




POWYS TEACHING HEALTH BOARD JOB DESCRIPTION

| <u>JOB DETAILS</u> | |
|---|---|
| Job Title: | Specialist Perinatal Mental Health Pharmacist |
| Pay Band: | 8a |
| Hours of Work and Nature of Contract: | To be completed on recruitment |
| Service Group: | Medical Directorate |
| Department: | Medicines Management/Mental Health |
| Base: | To be completed on recruitment |
| <u>ORGANISATIONAL ARRANGEMENTS</u> | |
| Managerially Accountable to: | Head of Community Services Pharmacy/Perinatal Team Manager |
| Professionally Accountable to: | Chief Pharmacist |
| <u>VALUES & BEHAVIOUR</u> | |
| <div style="display: flex; align-items: center;">  <div style="margin-left: 20px;"> <p>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.</p> </div> </div> | |

JOB SUMMARY / PURPOSE:

Working as a core member of the multidisciplinary Perinatal Mental Health Team, to be a Specialist Perinatal Mental Health Pharmacist who supports patients and their families within the PTHB Perinatal Service with advice and management related to medicines in pregnancy, breastfeeding, and contraception approaches.

Provide comprehensive evidence-based pharmaceutical care and advice for women (and their families, carers, and healthcare professionals) who are either:

- Planning a pregnancy with a history of mental health illness.
- At an increased chance of experiencing a perinatal mental health condition during pregnancy or postnatally.
- Currently experiencing a perinatal mental health condition during pregnancy or postnatally.

Building relationships and working in partnership with the CMHT integrated care team, acute and community mental health hospitals, primary care, and other care providers to ensure appropriate transition of care, medicines optimisation and safety.

Development of prescribing guidance for medicines in the perinatal period.

Investigating and resolving medication related incidents in the perinatal population and reporting to the PTHB Medicines Safety Group.

Education and training to GPs, Community Pharmacists, Midwives, Health Visitors, CMHT, Medical, Pharmacy staff and other Allied Health Professionals (including development and maintenance of educational materials and resources).

Supporting improvements in physical health in the perinatal period through interventions including medication reviews, monitoring, and lifestyle counselling.

DUTIES & RESPONSIBILITIES**Clinical and Professional**

Undertake clinical medication reviews and provide a high-quality medicines optimisation service to women and their families under the Perinatal Mental Health Service or other healthcare services looking after women in the perinatal period.

Contribute to the delivery of specialist interventions, with a particular focus on supporting informed treatment decisions during pregnancy and whilst breastfeeding.

Provide specialist pharmaceutical and prescribing or deprescribing advice to Health Care professionals within the Health Board area. This will include researching answers, using trusted resources, highly specialist services, and critically appraising evidence or expert advice. 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.

Counsel patients and families regarding choice of medication, to ensure that the purpose of each medication is understood and likely benefits and side effects on an individual basis. Supporting those with questions, queries, and concerns about their medicines to provide the information patients require to make informed decisions about taking medication during pregnancy and breast-feeding.

Ensure appropriate therapeutic drug monitoring is in place where appropriate. Working alongside the MDT in the management of complex cases, including the use of high-risk medications such as clozapine and lithium during the perinatal period.

Assess the results of any testing or assessments carried out and to adjust medicine dosages accordingly.

Monitor compliance to drug treatment and initiate compliance aids if appropriate.

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

Provide advice to clinicians on unlicensed medicines use and areas of practice where the evidence base is lacking.

Promote the use of drugs from the Powys Formulary and suggest therapeutic changes to ensure compliance with the Powys Formulary.

Provide expert advice regarding physical health improvement needs of individuals referred to the service and physical health observations required associated with the prescribed medication.

Where qualified to do so - act as an Independent Prescriber within an agreed scope of practice.

Service Development

Be a proactive member of the Perinatal Service Leadership Team, at a local, regional, and national level as required; participate in clinical network meetings, support strategic planning, and contribute to service development.

Contribute to regional and national strategic projects such as workforce development and review of the Perinatal Quality Network standards.

Support nationwide development of Perinatal Mental Health Pharmacist posts, offering mentorship and peer/clinical supervision as appropriate.

Agree and deliver outcome targets/KPIs relating to medicines as defined by the Perinatal Service, and to report, prepare and present additional service improvement reports as requested.

Policies and Procedures

Ensure that medicines management practices comply with legal, national, and local guidelines.

Lead on implementation of medicines related policies and procedures within PTHB Perinatal Mental Health Services.

Support the development of Standard Operating Procedures around medicines within Perinatal Mental Health services.

Lead on implementation and support the use of shared care protocols and other primary/secondary care interface issues around perinatal mental health medicines where appropriate.

Communication

Using communication skills and techniques to support women and their families to make an informed choice about medicines use or discontinuing medicines during pregnancy or breastfeeding. This can include supporting women concerned about impacts on their own health and that of their infant.

Attend and contribute to Multidisciplinary Team meetings /patient reviews.

Ensure that patients are referred to the appropriate healthcare professional for the appropriate level of care within an appropriate period.

Work in partnership with MDT colleagues to proactively manage patients at high risk of medicine related problems to ensure continuity of care.

Communicate medication changes to the MDT, GP and other relevant health and social care professional's integral to the patients continuing care.

Present 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.

Liaise with community pharmacies and GP practices to ensure patients receive the most appropriate supplies of medication and, where appropriate, facilitate further patient monitoring by appropriate healthcare professionals.

Communicate relevant Health Board decisions and policy relating to medicines.

Risk Management/Clinical Governance

Ensure that medication errors are reported and reviewed in accordance with Health Board policy via the agreed PTHB incident reporting system.

Receive reports of medication errors and support investigations of errors in prescribing, dispensing or drug administration, establishing and sharing any learning from incidents and implementing any 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.

Responsible for ensuring safe and secure handling of medicines takes place in all settings, in accordance with PTHB Medicines Policy and with appropriate record keeping at all stages.

Identify and act on potential risks in any aspects of practice, medicines use or handling, so that appropriate changes in policy, procedure or practice can be made. This includes appropriate escalation of risk and ensuring the Risk Register is updated if appropriate.

Keep accurate and contemporaneous records (including electronic) of interventions made, including the outcomes.

Detect, record, and report Adverse Drug Reactions (ADRs) through the Yellow Card system as appropriate. Promote the use of the Yellow Card scheme with colleagues and members of the public as appropriate.

Professional Development & Leadership

Train, teach and supervise less experienced Pharmacists, trainee Pharmacists, Pharmacy undergraduates and Pharmacy Technicians.

Provide specialist teaching and training to other healthcare professionals as required around medications in the perinatal period including psychotropic medicines.

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

Identify a personal development plan incorporating training and self-directed study/experiences, which comply with General Pharmaceutical Council requirements for Continuing Professional Development.

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

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.

Managerial

Assist in the PADR process and provide 1:1 support, coaching and mentoring as needed.

Assist with recruitment and retention planning/processes as required.

Responsible for planning and organising own workload in accordance with the requirements of the clinical pharmacy service and Perinatal Mental Health service.

Be flexible in working patterns both within the designated perinatal mental health area but also being prepared to support other medicines management or mental health areas to meet the needs of the service.

Promote the Health Board's vision to improve outcomes and experiences and reduce variation in Powys for women, babies, and their families in relation to perinatal mental health and in line with NICE guidance and recognised standards.

Participate in local and national networking relevant to the role.

Deputise for Pharmacy or perinatal mental health senior colleagues as appropriate.

Research & Development/Clinical Audit

Initiate, promote and support R&D initiatives and audits designed to support safe and effective use of medicines or service development.

Integrate research evidence into clinical practice, where appropriate. Proactively undertake relevant research; share and implement findings at a local level and inform on a national level through teaching, lecturing, and publishing data.

Financial

Promote and direct the responsible use of medication and measures to reduce misuse, inappropriate use, and wastage, to reduce costs.

Meet with appropriate practitioners when necessary to monitor and advise on drug expenditure within the Perinatal Team; promote cost effective prescribing, distribution, and use of medicines wherever possible, in line with PTHB Formulary and prescribing guidelines.

With support from the Pharmacy Data Analyst, interrogate prescribing information databases or hospital supply reports, to establish compliance with formulary, national indicators, NICE or AWMSG recommendations within clinical area of practice or relevant to medicines guidelines. Identify areas where savings may be made in either drug spend or through improved outcomes making recommendations to relevant stakeholders.

| PERSON SPECIFICATION | | | |
|--|--|---|--|
| ATTRIBUTES | ESSENTIAL | DESIRABLE | METHOD OF ASSESSMENT |
| Qualifications and/or Knowledge | <p>Registered Pharmacist with the General Pharmaceutical Council (GPhC)</p> <p>Masters degree (MPharm) or equivalent plus significant demonstrable experience</p> <p>OR</p> <p>BPharm or BSc in Pharmacy and significant developed specialist knowledge and experience</p> <p>Significant recent experience of Medicines Management / pharmacy governance and training</p> <p>Post-graduate Mental health qualification e.g. Postgraduate certificate/diploma in Psychiatric therapeutics (Aston)</p> <p>College of Mental Health Pharmacy (CMHP) Psych 1 course or willing to undertake</p> <p>Up to date broad clinical knowledge</p> <p>Excellent understanding of pharmacy/medicines standards, legal requirements, and guidelines</p> <p>Knowledge of prescribing issues across the primary/secondary care interface</p> <p>Developed critical appraisal skills</p> | <p>Membership of the Royal Pharmaceutical Society</p> <p>Independent Prescriber</p> <p>Recognised leadership or managerial development course, or equivalent experience</p> <p>Recognised Medicines information training and experience</p> <p>CMHP Psych 2</p> <p>Credentialling with CMHP</p> <p>Qualification including for example EMDR, CBT, Family Interventions, CAT, DBT, Phlebotomy (training will be provided as appropriate)</p> | <p>Pre-employment checks</p> <p>Application Form</p> |
| Experience | <p>Significant experience of working as a Clinical Pharmacist</p> <p>Experience of supervising others</p> <p>Experience in dealing with complex clinical situations</p> | <p>Experience of working at a Senior Pharmacist level</p> | <p>Application Form and Interview</p> |

| ATTRIBUTES | ESSENTIAL | DESIRABLE | METHOD OF ASSESSMENT |
|-------------------------------|---|--|-------------------------------|
| Experience cont'd | <p>Experience of working directly with clinicians and within a multidisciplinary team</p> <p>Experience of writing medicines guidelines and protocols</p> | Experience of clinically assessing, planning, co-ordinating and managing people with mental health problems | |
| Aptitude and Abilities | <p>Good written and verbal communication skills, with an ability to communicate information clearly, accurately, and concisely</p> <p>Communicate complex information to a range of staff groups and patients</p> <p>Analyse and interpret highly complex data and evidence where information may be limited and open to differing opinions</p> <p>Prioritise workload effectively</p> <p>IT skills including the use of Word, Outlook, Excel and PowerPoint</p> <p>Manage professionally challenging conversations and situations</p> <p>Motivate, negotiate and influence healthcare professionals and patients</p> <p>Self-motivated, proactive and able to act on own initiative</p> <p>Deal sensitively and confidentially with upsetting personal patient information</p> <p>Work calmly under pressure and deal with conflicting pressures and deadlines</p> | <p>Ability to speak Welsh</p> <p>Understanding of GAD7, PHQ9, CAARMS, Psychosocial interventions, PANNS, SWEMWBS, Lunders, GASS (training will be provided as appropriate)</p> | Interview Application Form |

| ATTRIBUTES | ESSENTIAL | DESIRABLE | METHOD OF ASSESSMENT |
|---------------|---|-----------|--------------------------------|
| Values | Demonstrate PTHB Values | | Interview Application Form |
| Other | <p>Ability to travel throughout Powys and to off-site meetings e.g. perinatal mental health network meetings within Wales or England</p> <p>Participate in weekend, on-call and Bank Holiday working when required to meet the needs of the Medicines Management or Perinatal Mental Health service and in accordance with agreed rotas, and in line with national agreements</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 the requirements of their organization's Welsh Language Scheme and take 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 of 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 / children /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



