

## Job description for Pharmacist Advanced Mental Health ( St Mary's Hospital)

### About us – team NHFT

As a **health and wellbeing organisation** here at **team NHFT** we are dedicated to continually **innovate** and **strive to make a difference** to our community and those working for our Trust, we aim to serve the people of Northamptonshire and surrounding areas with **safe, quality care**. We deliver this from an understanding of our local healthcare needs, economy and the changing demands of our community.

**Our mission**, **making a difference for you, with you** was chosen by our staff and stakeholders. It means in everything we do and through every service we provide, we want to make a **positive difference in people's lives** – for **those we care for**, **those we work with** and **those who work with us**. **Everyone is part of our team**.

Our core strategy is to be an **employer of choice**, **a great place to work** and be known for a **diverse and inclusive culture** whose staff feel **valued**. We provide a range of NHS services including physical, mental health and specialty services provided in hospital settings and out in the community within schools, GP clinics and patients own homes.

Here at NHFT we pride ourselves on our 54321 roadmap, pictured here which encompasses our **PRIDE values**, **leadership behaviours**, **teams**, **enablers** and **our mission** all of which are driven by **our vision of 'being a leading provider of outstanding, compassionate care'**. We are extremely proud to say this has also been recognised by the Care Quality Commission (CQC) and our CQC rating of **Outstanding for team NHFT**.



## This role...

**Purpose of the job:**

To deliver provision of an advanced clinical pharmacy service and medicine optimisation support to the mental health inpatient areas and support the delivery of clinical services to community mental health teams and support medicines optimisation throughout the organisation.

**Job summary:**

To promote cost effective evidence-based prescribing within mental health inpatient and community areas. To undertake medicines reviews to rationalise complex regimes. To develop and deliver clinical services to inpatient areas and support implementation of the role of pharmacist prescribing in these areas. To provide advice to the Urgent Care and Assessment team and the wider community mental health teams when required. To support the delivery of the clinical pharmacy service to community hospital inpatient wards and hospices as required.

**Key Responsibilities**

To assist the Chief Pharmacist and Mental Health Clinical Lead Pharmacist to provide comprehensive pharmaceutical care through the promotion of safe, appropriate and clinically effective use of medicines.

As the site lead pharmacist for Mental Health the postholder will direct, lead and deliver clinical pharmacy for mental health inpatient areas at St Mary's Hospital, Kettering.

To be responsible for providing medicines management advice within NHFT (including Adult Mental Health, PICU, Older Peoples Services, CAMHS, and Learning Disabilities) as required.

To provide education on medicines to other healthcare staff, patients and carers.

To train, teach and supervise junior pharmacists, foundation pharmacists, pharmacy undergraduates, pharmacy technicians and pre-registration pharmacy technicians.

To lead and develop audit and research in relevant clinical areas.

To support the development and implementation of medicines related policies, guidelines and protocols within Mental Health inpatient services.

## About you

Behaviours and Values	Knowledge and Experience
<ul style="list-style-type: none"> <li>• To be approachable and accessible to colleagues and across the organisation.</li> <li>• Ability to work in a flexible way and respond to change.</li> <li>• Ability to work in a fast paced and challenging environment.</li> <li>• Credible with senior medical, nursing, management and pharmacy staff</li> <li>• Ability to work both independently and as part of a team</li> <li>• Innovative</li> <li>• Leading, motivating and inspiring the St Mary's pharmacy team and wider clinical team on a daily basis.</li> <li>• Able to deal with interruptions/queries from colleagues throughout the day.</li> </ul>	<p><b>Qualifications (essential)</b></p> <ul style="list-style-type: none"> <li>• Masters pharmacy degree, or equivalent</li> <li>• Current and continued registration and membership with the General Pharmaceutical Council</li> <li>• Post-graduate qualification e.g., Clinical pharmacy diploma</li> <li>• Evidence of recent continuing personal learning</li> </ul> <p><b>Qualifications (desirable)</b></p> <ul style="list-style-type: none"> <li>• Post-graduate Mental health qualification e.g., Postgraduate certificate/diploma in Psychiatric therapeutics (Aston)</li> <li>• Independent/supplementary prescriber or willingness to train to be an independent prescriber</li> <li>• Member of the Royal Pharmaceutical Society</li> </ul> <p><b>Experience (essential)</b></p> <ul style="list-style-type: none"> <li>• Post registration experience within the NHS/Mental health care settings</li> <li>• Experience of working as part of a multidisciplinary team</li> <li>• Experience of planning, implementing, analysing, reporting and changing practice through audit</li> <li>• Investigating incidents and improving quality</li> <li>• Facilitation of training sessions</li> <li>• Counselling / engagement with service users and carers</li> </ul> <p><b>Experience (desirable)</b></p> <ul style="list-style-type: none"> <li>• Experience of developing, reviewing, and implementing medicines management policies and procedures (desirable)</li> <li>• Health and safety and risk management strategies within the NHS</li> <li>• Experience managing staff</li> <li>• Knowledge of conducting staff appraisals</li> </ul>

## Skills and Abilities

- Experience of providing clinical pharmacy and medicines management services in NHS organisations (essential)
- Strong prioritisation and decision-making skills (essential)
- Confident and assertive when dealing with other professionals (essential)
- A sound knowledge and practical understanding of pharmacy processes (essential)
- Effective written and verbal communication skills (essential)
- A high standard of report writing and presentation skills (essential)
- Excellent interpersonal, influencing and negotiation skills (essential)
- Excellent organisational skills (essential)
- Ability to work independently and as part of a team. The post holder will be required to be self-motivated, to prioritise work and be able to influence and persuade others in order to achieve optimum medicines management outcomes (essential)
- Able to demonstrate empathy with patients and to cope with emotionally disturbing situations and case histories (essential)



## About the role – linking with our 4 Leadership Behaviours

### ENGAGING PEOPLE/WORKING TOGETHER

#### Clinical

- To counsel individual patients about their medication therapy. Ensure patients understand how to take their medicines correctly, the indication for and treatment aim of each medicine. Advise on potential common side effects.
- To communicate to medical and nursing staff changes required in patients' medication.
- To attend and contribute to Multidisciplinary Team meetings /patient reviews/ consultant ward rounds

#### Education

- To participate in the teaching, training and development of diploma students
- To participate in the teaching, training and development of foundation pharmacists.
- Train and educate other pharmacy staff in the specialist areas to ensure consistency of service.
- Network with pharmacists specialising in similar areas to ensure leading edge practice.
- To train and educate other groups, to include Consultants and junior medical staff, nurses, patients and carers.

#### Communication

- To take a lead role in ensuring information regarding medication is available to all relevant stakeholders at the earliest opportunity.

#### Partnership working

- Expected to attend and contribute to project planning meetings relevant to the post holder.
- To form links with other mental health pharmacists and develop collaboration and shared learning.
- To work closely with post holder based at Berrywood hospital to develop clinical inpatient services to Mental Health to ensure consistency across the county

**TAKING RESPONSIBILITY****Clinical**

- Promote safe, evidence based, clinically and cost-effective prescribing within Mental Health in accordance with national and locally agreed standards and priorities.
- Provide highly specialised advice and make specialist clinical interventions and recommendations.
- To evaluate patients at ward level; to be responsible for the assessment of the pharmaceutical care required by patients, to check that their medications are appropriate and safe and to monitor the patient's progress in relation to medication intervention.
- To check legality of prescription charts including compliance under the Mental Health Act with Consent to Treatment and Second Opinion forms (forms T<sup>2</sup> and T<sup>3</sup>)
- To compile medication histories and reconcile treatment regimens as required.
- To provide clinical advice and support to the Urgent Care and Assessment Team.
- To support the development of clinical input to Community Mental Health Teams in partnership with the Pharmacist Advanced Mental Health (Community teams) and the wider mental health pharmacy team.
- To participate in the provision of a specialist clinical pharmacy service to Community Hospital wards and Hospices if required. Reconciling medicines, clinically reviewing prescribed medicines, identifying and resolving medicine management issues including self-administration.
- To provide information advice and guidance on the safe, effective and economical use of medicines in general and to provide advice and guidance on the appropriate use of unlicensed medicines and novel regimes within the field of mental health to medical and nursing staff and patients and carers.
- To interpret broad clinical policies and NHS guidance to ensure medication treatment pathways remain up to date and evidence based within the specialty as required.
- To maintain a knowledge of developments in pharmacy practice.
- To prepare and review treatment guidelines, policies, protocols and procedures for the use of medicines within NHFT.
- To support the management of entry of new medicines onto the NHFT Formulary in conjunction with NHFT Medicines Management Committee. To work with the requesting Directorate to support the introduction of medicines that have been approved by the committee and monitor their use.
- Participate in the provision of medicines information to other members of the multidisciplinary team, including Primary Care colleagues.
- To participate in the investigation of incidents regarding medicines with the specialty and actively identify methods of working to reduce risk.
- To identify issues of clinical risk within the Trust

**Leadership:**

- Advise the Medical Director, Chief Pharmacist, Clinical Leads and Service Managers of the impact of their strategic plans on other services where there are implications for either the pharmacy service itself or the medicines management agenda.
- Build working relationships with consultants and other members of the multi-disciplinary team to realise opportunities and benefits to the health economy that are available from joint working.

- To work with individual Consultants and Service Managers to consider the implications of future developments within mental health on current prescribing and use this to develop business cases to ensure practice development within funding constraints.
- To manage those staff allocated to make the best use of their qualifications, abilities and experience. To be responsible for allocation of their workload, dealing with sickness and absence, career development and discipline.
- To assist with the recruitment of staff to allocated posts and any other staff as the development of the service dictates.

## BEING AUTHENTIC

This is a highly specialised post, which requires the ability to analyse and assess complex clinical situations and to provide advice on medicines and their safe and effective use in areas where information may be lacking and professional opinions may differ.

Specialist clinical knowledge, good influencing and negotiating skills and the ability to work alone and as part of a team are essential.

### **To maintain personal and professional development to make the optimum contribution to the pharmacy service.**

- To maintain clinical skills by undertaking clinical pharmacy services allocated in patient areas.
- To participate in regular staff development/appraisal reviews.
- To ensure regular updating by self-directed learning and attendance at courses that contributes to personal and service development.
- To undertake ongoing self-audit of clinical interventions to ensure consistent guidance is provided.
- To work in a safe and responsible manner in compliance with the Health and Safety at Work regulations.
- To maintain confidentiality of information at all times in accordance with GDPR.
- To comply with the organisation's policies and procedures governing conduct











## EMBRACING CHANGE

### **Audit, Research and service development**

- To monitor analyse and report on medicines use within the specialty, highlighting current trends, potential changes and prescribing quality issues and their impact on human and financial resources.
- To undertake audit of medicines within Mental Health, including participation in the Prescribing Observatory for Mental Health programme as required and support other Trust wide medicine management audits.
- To support service development within mental health and to advise directorates on changes in practice to reduce costs whilst maintaining or improving the quality of medicines treatment.
- To work closely where appropriate with ICB prescribing leads, pharmaceutical advisors and other clinicians within the hospitals to promote value for money and improved patient care in medicines management services relating to mental health and prescribing across the health community.
- To develop the clinical pharmacy service to the wards and teams within NHFT by exploring new ways of working at ward level to maximise patient benefit and ensure appropriate skill mix. To manage these changes and collect data to support the work undertaken and permit further development.



## Benefits

Salary 	Location of work 	Permanent/fixed term 								
<b>Band 8a - Range £ £50,952-£57,349</b>  You will be paid on the 27 <sup>th</sup> of each month. If this date falls at a weekend, you will be paid on the Friday before this date.	St Mary's Hospital (but could be required to travel across any of the sites in the Trust)  Must be able to travel independently to other bases in the Trust across Northamptonshire.	<b>Permanent</b>								
Hours/pattern of work 	Annual leave and bank holiday entitlement 	Pension entitlement 								
37½ hours per week, worked as 7.5 hours per day Monday – Friday	<table><tr><td>Length of service</td><td></td></tr><tr><td>On appointment</td><td>27 days + 8 days</td></tr><tr><td>After five years' service</td><td>29 days + 8 days</td></tr><tr><td>After ten years' service</td><td>33 days + 8 days</td></tr></table>	Length of service		On appointment	27 days + 8 days	After five years' service	29 days + 8 days	After ten years' service	33 days + 8 days	Details on the benefits of the NHS Pension Scheme can be found here:  <a href="https://www.nhsbsa.nhs.uk/nhs-pensions">https://www.nhsbsa.nhs.uk/nhs-pensions</a>
Length of service										
On appointment	27 days + 8 days									
After five years' service	29 days + 8 days									
After ten years' service	33 days + 8 days									
Health and Wellbeing  Because your health matters too	Learning and Development 	Equality and diversity 								
Our Occupational Health and Wellbeing team support our staff through many different channels. Whether you have a physical or emotional issue or want to take positive steps to improve your fitness, this team can help you. 	Our Learning and Development team provide effective and impactful learning solutions for our staff. Our experienced team of facilitators offer a wide range of opportunities from corporate induction, mandatory and role specific training, personal development and leadership training.	We are committed to ensuring people are treated equally and fairly whether at work, during care or out in the community. Equality, diversity and inclusion will always be a core focus and commitment for team NHFT. We have a number of staff networks to support this focus too. These networks are open to all our staff.								

Find out more about us at:

[www.bit.ly/24hoursinNHFT](http://www.bit.ly/24hoursinNHFT) and [www.nhft.nhs.uk](http://www.nhft.nhs.uk)

### **Confidentiality and Data Protection**

Any matters of a confidential nature, including patient and staff records, and any commercially sensitive information must, under no circumstances, be divulged or passed on to any unauthorised person or persons without a legal basis to do so. In accordance with the Data Protection Act 2018, if you are required to access personal data held in any format, you will be expected to adhere to the Trusts Information Governance Policies, copies of which are held on the staff intranet.

Any breach of confidentiality or data protection legislation will result in disciplinary action and may result in summary dismissal.

### **Infection Control**

The prevention and control of healthcare associated infections in service users, staff and visitors is taken seriously by the Trust. All staff employed by Northamptonshire Healthcare NHS Foundation Trust are required to adhere to the Trust infection control policies and procedures.

Employees must be aware of the importance of protecting themselves, service users and visitors and of maintaining a clean safe environment. Any breach in infection control practice, which places service users, other staff or visitor at risk, may result in disciplinary action.

Each staff member is responsible for ensuring they identify together with their manager, their infection control training needs in their PDP.

### **Health and Safety**

To carry out the duties placed on employees by the Health and Safety at Work Act 1974 i.e.

I. To take reasonable care for the Health and Safety of themselves and of other persons who may be affected by their acts or omissions at work.

II. To co-operate with their employer as far as is necessary to meet the requirements of the legislation.

III. Not to intentionally or recklessly interfere with or misuse anything provided in the interest of health, safety or welfare in the pursuance of any relevant statutory provision.

### **No Smoking**

In order to protect the health of employees, patients and visitors, Northamptonshire Healthcare NHS Foundation Trust operates a No Smoking Policy.

Therefore smoking is prohibited in all of the Trust's buildings, grounds and all Trust-owned or leased vehicles.

### **Equality and Diversity**

To ensure that all duties are carried out to the highest possible standard, and in accordance with current quality initiatives within the area of work and the Trust Managing Diversity and Equal Opportunities in Employment Policy.

**Risk Management**

To have a commitment to identify and minimising risk, report all incidents and report to manager any risks, which need to be assessed.

**Safeguarding Adults and Children**

It is the duty of all staff working for the Trust;

- To recognise that promoting the welfare and safeguarding children, young people and adults is everyone's business and access training and supervision as appropriate to the role.
- To support the organisation in ensuring service users are protected from abuse or the risk of abuse and their human rights are respected and upheld.
- To ensure concerns are responded to appropriately in line with the Trust's Safeguarding Adults Policy and the Child Protection Policy and interagency safeguarding procedures.
- To comply with recruitment and other checks as requested by the organisation including undertaking an Enhanced Disclosure via the Criminal Records Bureau.

**Professional Registration**

All qualified/ professional staff are required to adhere to the relevant Code of Practice (and other guidance issued by them). It is the responsibility of the individual concerned to keep professional registered and updated in accordance with the requirements of the relevant Code of Practice and to follow guidance issues by the professional body.

**Policies and Procedures**

The post holder is expected to comply with all relevant Trust policies, procedures and guidelines. Any contravention of the Trust Policies or managerial instructions may result in disciplinary action being initiated.

**Review of Job Description/ Person Specification**

This is not an exhaustive list of duties and responsibilities but indicates the key responsibilities of the post. The post holder may be required to undertake other duties as may reasonably be required commensurate with the grade and/ or hours of work at the postholder's initial place of work or at any other of the Trust's establishment.

**NOTE:** This is a description of the job as it is at present constituted. It is the practice of this Trust regularly to examine employee's job descriptions and to up-date them to ensure that they relate to the job as then being performed, or to incorporate whatever changes are being proposed.