

Job Description

Role Title:	Clinical Trials Pharmacist – Bank
Band:	7
Contract:	BANK
Responsible to:	Senior Pharmacist Clinical Trials and Lead Pharmacist Clinical Trials. Accountable Pharmacist when working within the aseptic unit.
Accountable to:	Director of Pharmacy
Location:	Pharmacy Medicines Research Unit (PMRU)

Our Vision, Values and Behaviours

At University Hospitals Coventry and Warwickshire (UHCW) NHS Trust our vision is to be a national and international leader in healthcare, rooted in our communities. Our Organisational Strategy *More than a Hospital* (2022-2030) was shaped by the views of our staff, patients and stakeholders and sets a clear plan for improvements in healthcare.

We aim to deliver the best care for our communities, being exceptional in everything we do. We do this by providing proactive, joined up support for local people and we deliver specialised services for those with the most complex health conditions. We set out to create the best experiences for our staff and work positively in partnership with other organisations to achieve the best healthcare outcomes.

Our vision and purpose are underpinned by a clear set of values that reflect the culture we want to create: *Compassion, Openness, Pride, Partnership, Improve, Learn and Respect*. Developed by our staff, our seven values guide what we do daily. Whatever our role or level, we commit to uphold these values as we work together to deliver world class care.



Net Zero and Sustainability.

UHCW NHS Trust, by virtue of its Green Plan, is committed to ensuring that the way we provide services minimises the impact on the environment and the future health of the public e.g. zero waste to landfill, reducing our carbon footprint and increasing our recycling and reuse percentages.

Job Summary

Be responsible for the implementation of new clinical trials within the Trust across all clinical specialities. Be proficient and diligent at undertaking feasibility assessments, cost analysis and risk assessments, ensuring trials meet Trust policies and procedures. Where necessary create/ quality assure documents for use specifically within the trial.

To provide a comprehensive clinical pharmacy service, working as an expert practitioner, providing advice and consultancy to patients, healthcare professionals and other agencies relating to pharmaceutical aspects of treating patients within your clinical speciality.

Provide a cost effective clinical pharmacy service which is patient and medicine orientated through effective supply, prescription monitoring and prescribing which ensures the patient receives safe,

effective and timely drug therapy. Provide advice and support on all pharmaceutical care issues at ward level at the Trust across all specialties.

Key Relationships

- Lead Pharmacist, Clinical Trials
- Senior Pharmacist, Clinical Trials
- Accountable Pharmacist, Aseptic Unit
- Pharmacy Clinical Trials Team
- Pharmacy Technical Services Team
- Trust Research and Development Department
- Chief and Principal Investigators
- Clinical Trial Sponsors or Contract Research Organisations (CROs)
- Research Nurses/ Research Clinicians in various Speciality Teams
- Medical, Nursing and Pharmacy Teams
- Senior Clinicians and Nursing Managers

Main Duties

As part of our commitment to patients and delivery of a world class service for all we have created the UHCW Improvement (UHCWi) System in partnership with the Virginia Mason Institute in Seattle; this involves a structured approach to removing waste and putting the patient first using a lean management system and methodologies. Our culture and ways of working reflect and embed the practices and methodologies of UHCWi. You are expected, where identified, to attend and complete relevant training and development opportunities to support this. This may include Lean for Leaders, Advanced Lean Training, and the Human Factors Programme, amongst others. Full attendance and completion of identified courses is considered essential and a pre requisite for this post.

Clinical Trials duties and responsibilities

- To practice as an expert practitioner, providing advice and consultancy to patients, healthcare professionals and other agencies relating to pharmaceutical aspects of clinical trials.
- To understand EU and UK Clinical Trial legislation relating to GCP, GMP and medicines management and ensure incorporation into the implementation of new clinical trials.
- To deliver specialist education and training in Clinical Trials to other healthcare professionals within the Trust.
- To work as a member of the UHCW Pharmacy Clinical Trials Team, supporting the management of any clinical trials involving medicines. Including:
 - To support the delivery of a safe, comprehensive, high quality, cost-efficient Pharmacy Clinical Trials Service to UHCW, including feasibility assessments, cost analysis and risk assessments.
 - To work with and support the pharmacy team working within clinical trial implementation at UHCW.
 - Assisting the team undergoing statutory MHRA GCP inspections and implement corrective or preventative actions.
 - Assisting the development of policies, guidelines, audits and research relating to the use of medicines and devices within clinical trials.

- Working closely with the Technical Services team to support the safe introduction of clinical trials that involve the preparation of parenteral IMPs (investigational medicinal products).
- Ensuring the receipt, storage, dispensing and destruction of IMP is safe and secure according to relevant regulations and legislation.
- Creating and validating Clinical Trial prescriptions, including using an electronic prescribing system for Chemotherapy prescriptions where possible.
- Dispensing IMPs as and when required, particularly for Clinical Trials which are highly complex and require advanced skills and knowledge.
- To support the implementation of new services (e.g. implementation of ATMP studies) and regional and national initiatives, such as the HRA Technical Review and EDGE Trial Management System.
- Undertake tasks as delegated by the Lead Pharmacist Clinical Trials.
- To deputise for specific aspects for the Senior Pharmacist Clinical Trials as necessary.

Clinical Speciality duties and responsibilities (as may be required)

- To provide a comprehensive clinical pharmacy service to your clinical speciality. Work as a key member of the multidisciplinary team attending meetings as required.
- To practice as an expert practitioner, providing advice and consultancy to patients, healthcare professionals and other agencies relating to pharmaceutical aspects of treating patients within your clinical speciality.
- Provide education to other healthcare professionals in the pharmaceutical aspects treating patients within your clinical speciality.
- Pro-actively influence safe and cost effective medicines use with other clinical staff within your clinical speciality. This will include new drug and device evaluations, financial reporting and development of policies as required.

General pharmacy duties and responsibilities

1. Check prescriptions for clarity, safety and efficacy on wards, in dispensaries and the aseptic unit and when necessary take accurate drug histories to facilitate this. Query with, and provide the prescriber with appropriate information to effect a change in the prescription when clinically required, to ensure patients safety and effective therapy. In complex situations seeking the advice and support of a senior pharmacist.
2. Provide a clinical pharmacy service to patients in the Trust following the departmental and Trust policies and procedures. These will include working to a framework of medicines management and clinical governance including the RPS hospital pharmacy standards.
3. Provide information to nursing and medical staff on allocated wards on any aspect of medicines policy ensuring safe practice. Provide information to patients on allocated wards or in dispensaries concerning their medication and answer any resulting questions or queries.
4. Provide when necessary, through checking dispensing or supervision of technicians, an efficient medication supply service from any of the pharmacy departments, including the aseptic unit.
5. Ensure patients discharge medication is accurate and dispensed in advance of the patients' discharge, by writing the patients' medication on the GP discharge prescription and conveying to the GP all necessary information concerning the patient medication to ensure a safe

transfer to primary care. Reducing pharmaceutical waste by utilising patients own drugs in the discharge process.

6. Within your designated clinical area of responsibility, ensure best practice and clinical governance is applied to drug therapy by providing medical and nursing staff with:-
 - a. Appropriate evaluated drug information with recommendations for patient treatment
 - b. Support in writing clinical guidelines and shared care guidelines
 - c. Participation in and delivery of education and training
 - d. Undertaking clinical audit and practice research as required and supervised by Senior Pharmacy Staff
 - e. Ensuring procedures for the introduction & monitoring of new drugs are followed
 - f. Monitoring of drug expenditure and provision of advice on the financial implications of changes in practice
 - g. Train, and act as role model to pharmacy staff allocated to specialty
 - h. Liaise with community medical nursing and pharmacy staff to ensure effective and seamless care
7. Provide clinical pharmacy and prescribing services within outpatient clinics.
8. Work flexibly across all of the Pharmacy departments, covering the work of colleagues during peak periods or absence.
9. Participate in appropriate training and development activities including your own personal development and participate in the education and training of colleagues and all other healthcare professionals on medicine legislation, pharmacology, medication risk and best prescribing practice.
10. Participate in late, weekend, Bank Holiday and on call working as may be required. This may require working as the sole professional practitioner and will require response to unpredictable solutions.
11. Undertake any other duties as required by the Director of Pharmacy UHCW in accordance with the grade and nature of the post.

Person Specification

Job Title: Clinical Pharmacist – Bank (Clinical Trials)

Supporting Evidence

In the supporting evidence of your application form, you must demonstrate your experiences by giving specific examples for the criteria within the person specification.

Factors	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Masters Degree in Pharmacy 4 years + 1 year pre-registration training (or equivalent) • Registered as a practising pharmacist with the GPhC • Evidence of up to date Continuing Professional Development (CPD) • Certificate in Clinical Pharmacy (Hospital) or equivalent (experience) 	<ul style="list-style-type: none"> • Diploma in Clinical Pharmacy (Hospital) • Member of a professional organisation (eg RPS)
Experience	<ul style="list-style-type: none"> • Appropriate Hospital pharmacy experience post registration (e.g. 2 years) in a variety of clinical areas 	<ul style="list-style-type: none"> • Experience within Oncology/Haematology • Dispensing/checking clinical trial medication • Working in Aseptic Services • Research regulatory processes • Implementation of clinical trials. • Peer review/ MHRA GCP inspections. • Risk management • Cost analysis
Knowledge	<ul style="list-style-type: none"> • Good sound clinical knowledge • Up to date knowledge of Medicines Legislation 	<ul style="list-style-type: none"> • Knowledge of clinical trials legislation • Practical knowledge of implementing clinical trials • Oncology, Haematology, Paediatric and Acute Medicine speciality knowledge
Skills	<ul style="list-style-type: none"> • Identify the costs associated with prescribing changes in your given clinical area for the Director of Pharmacy • Able to work in multidisciplinary teams and independently and supervise the work of others. • Strong interpersonal skills • To communicate effectively in a calm, courteous manner to patients and all levels of colleagues • Able to present clinical and complex information to groups and individuals • To provide written information in a concise readable manner for patients and colleagues • Able to undertake a level of handling & moving. 	<ul style="list-style-type: none"> • Proven ability to cope in stressful situations and under pressure. • Ability to influence a situation to achieve successful clinical outcomes. • Registered as a non-medical prescriber

Personal Qualities	<ul style="list-style-type: none"> • Demonstrate interest in the role • High degree of personal integrity • Evidence of personal insight and sound judgement • Flexibility • Interest in developing others • Committed to own personal development • Demonstrates self motivation and enthusiasm • Good attendance and time keeping • Professional appearance • Able to meet deadlines • Team player • Able to provide out of hours emergency duty commitment 	
Commitment to Trust Values and Behaviours	<ul style="list-style-type: none"> • Must be able to demonstrate behaviours consistent with the Trust's values. <i>(As detailed in UHCW's Values in Action document below)</i> • Applicants applying for job roles with managerial responsibility will be required to demonstrate evidence of promoting equal opportunities through work experience 	

Contractual Responsibilities

- **Confidentiality:** The post holder must maintain confidentiality, security and integrity of information relating to patients, staff and other Health Services business.
- **Health and Safety:** All staff must be familiar with the Trust Health and Safety Policy, including a thorough understanding of personal responsibilities for maintaining own health and safety and others.
- **Risk Management:** All staff need a basic working knowledge of risk management to enable them to participate in identification and control of all business risks they encounter in their area of work.
- **Equality and Diversity:** Everyone has the opportunity to be treated with dignity and respect at work and has a clear responsibility to comply with the detail and the spirit of the Dignity at Work Policy.
- **Infection Control and Prevention:** The Trust is committed to minimising risks of healthcare associated infection to patients, visitors and staff. All employees are required to be familiar with and comply with Infection Prevention and Control policies relevant to their area of work.
- **Safeguarding Vulnerable Adults and Children:** The Trust is committed to ensuring the safeguarding of vulnerable adults and children in our care. All employees are required to be familiar with their responsibilities in this area and to raise any concerns as appropriate.
- **Conflict of Interest:** The Trust is responsible for ensuring that the service provided for patients in its care meets the highest possible standard. Equally, the Trust is responsible for ensuring that staff do not abuse their official position for personal gain or to benefit their family or friends. The Trust's Standing Financial Instructions require any officer to declare any interest, direct or indirect, with contract involving the Trust. Staff are not allowed to further their private interests in the course of their NHS duties.
- **Working Time Regulations:** The Working Time Regulations 1998 require that you should not work more than an average of 48 hours in each working week. For example, in a 26 week period you should work no more than 1,248 hours. Employees may choose to opt out by providing written notification as appropriate.

The above duties and responsibilities are intended to represent current priorities and are not meant to be an exhaustive list. The post holder may from time to time be asked to undertake other reasonable duties and responsibilities. Any changes will be made in discussion with the post holder according to service needs.

Our values in Action

We live our values in action in our work with patients, visitors and colleagues.

- ✓ Being polite and introducing ourselves to everyone we meet.
- ✓ Treating everybody as individuals and respecting their needs.
- ✓ Being approachable, caring and helpful at all times.
- ✓ Communicating with patients, visitors and colleagues, respecting confidentiality and privacy.
- ✓ Taking the time to actively listen and understand individual needs.
- ✓ Being open and honest.
- ✓ Acknowledging that we don't always get it right.
- ✓ Speaking out when we see things aren't right and supporting others to do the same.
- ✓ Giving praise and saying thank you for a job well done.
- ✓ Celebrating and recognising personal, team and organisational achievements.
- ✓ Using the skills, experience and diversity of staff to better deliver our objectives and services.
- ✓ Actively working with patients and visitors to improve services.
- ✓ Seeking and adopting best practice from colleagues and other teams within UHCW.
- ✓ Taking personal responsibility for our own learning.
- ✓ Keeping up-to-date with mandatory and professional development
- ✓ Developing ourselves and others, independent of our job role or profession
- ✓ Taking personal responsibility to make improvements by suggesting new ways of doing things
- ✓ Taking opportunities to learn with and from others
- ✓ Embracing change and supporting others through it
- ✓ Putting in place ways to receive feedback and acting to change things
- ✓ Seeking and adopting best practice from colleagues and other teams within UHCW
- ✓ Working across boundaries to improve the experience of patients, visitors and colleagues

