

# Job Description

## Practice Pharmacist

### General Information

**Job Title:** Clinical Practice Pharmacist

**Salary:** £38,090.46-£46,127.00 pro rata (depending on experience) Approx. Band 7-8a

**Employer:** Yate and Frampton Primary Care Network (GP practice)

**Work Base:** Frome Valley Medical Centre

**Hours:** 24hrs per week

The post holder will be working as part of the Yate and Frampton Primary care Network, a forward thinking group of 5 surgeries - West Walk Surgery, Wellington Road Family Practice, Courtside Surgery, Kennedy Way Surgery and Frome Valley Surgery.

The purpose of the role is to support the general practice workforce and improve patient care by:

- Supporting patients and the practice(s) with chronic disease management
- Undertaking clinical medication reviews
- Managing prescription processes and medication queries
- Providing clinical leadership on medicines optimisation and quality improvement (including QOF)
- Ensuring the integration of pharmacists across sectors

Development support and mentorship will be provided.

### Main Duties and Responsibilities

#### **Repeat Prescribing**

- Review/implement practice repeat prescribing policies.
- Manage the repeat prescribing and reauthorisation process by reviewing requests for repeat prescriptions and medicines reaching review dates.
- Manage prescription queries across the practices, providing remote support where needed.
- Ensure processes are in place for ordering and re-authorisation of high-risk medications and that monitoring tests are appropriately ordered.

#### **Medication Review**

- Provide expertise in clinical medicines review and address public health and social needs of patients.
- Reduce inappropriate poly-pharmacy and wasteful prescribing through clinical medication review<sup>1</sup>
- Pro-actively identify patients using computer searches who require medication reviews (e.g. polypharmacy, over 75s etc).

- Contribute to reductions in medicine related hospital admissions and readmissions by supporting patients to get the best outcomes from their medicines and identifying and addressing medicines related issues.
- Liaise with colleagues in community pharmacy and be the main point of contact for medicines, to align support for medicines adherence such as MUR and NMS.

### **Management of medicines at discharge from hospital**

- Reconcile medicines following hospital discharge and work with patients and community pharmacists to ensure patients receive the medicines they need post discharge.
- Liaise with pharmacy colleagues in secondary care and be the main point of contact for medicines, to align support for medicines reconciliation on admission to hospital and on discharge.

### **Long-term condition (LTC) clinics**

- Work within and develop own competence to deliver patient facing clinics in patients with single or multiple medical problems where medicines optimisation is required (e.g. asthma, diabetes).
- Build and use computer searches to pro-actively identify patients who may benefit from attending LTC clinics.
- Make appropriate recommendations for ongoing treatment to patients and refer appropriately to the GP/other services where needed.

### **Medicines safety & Service Development**

- Manage patients and health care professionals' medicine queries.
- Increase quality and safety of prescribing through mechanisms such as audit and PDSA cycles.
- Manage practice formularies to improve the quality, safety and cost effectiveness of prescribing.
- Monitor practice prescribing against local recommendations and QOF targets.
- Implement drug withdrawals and alerts e.g. MHRA aimed at improving medicines safety.
- Act as a source of medicines information for all of the practice team and patients (e.g. around doses, side effects, adverse events, possible alternatives e.g. around out of stocks).

### **Education and Training of Others**

- Improve prescribing practice through educational support for all prescribers and other practice staff around medicines optimisation and therapeutics.

## **Behavioural Competencies and Skills**

### **Collaborative Working Relationships**

- Recognises the roles of other colleagues within the organisation and their role to patient care.
- Demonstrates use of appropriate communication to gain the co-operation of relevant stakeholders (including patients, senior and peer colleagues, other professionals, other NHS/private organisations e.g. CCGs).
- Demonstrates ability to work as a member of a team.
- Is able to recognise personal limitations and refer to more appropriate colleague(s) when necessary.
- Actively work towards developing and maintaining effective working relationships both within and outside the practice and locality.
- Liaises with CCG colleagues including CCG pharmacists on prescribing related matters to ensure consistency of patient care and benefit.
- Liaises with CCG pharmacists and Heads of Medicines Management/Optimisation to benefit from peer support.

### **Leadership**

- Liaises with other GP practices and staff as needed for the collective benefit of patients.
- Demonstrates understanding of the pharmacy role in governance and is able to implement this appropriately within the workplace.
- Demonstrates understanding of, and contributes to, the workplace vision.
- Demonstrates ability to improve quality within limitations of service.
- Reviews last year's progress and develops clear plans to achieve results within priorities set by others.
- Demonstrates ability to motivate self to achieve goals.

### **Management**

- Demonstrates understanding of the implications of national priorities for the team and/or service.
- Demonstrates understanding of the process for effective resource utilisation.
- Demonstrates understanding of, and conforms to, relevant standards of practice.
- Demonstrates ability to identify and resolve risk management issues according to policy/protocol.
- Follows professional and organisational policies/procedures relating to performance management.
- Demonstrates ability to extend boundaries of service delivery within the team.

### **Education, Training and Development**

- Understands and demonstrates the characteristics of a role model to members in the team and/or service.

- Demonstrates understanding of the mentorship process.
- Demonstrates ability to conduct teaching and assessment effectively according to a learning plan with supervision from a more experienced colleague.
- Demonstrates self-development through continuous professional development activity.
- Demonstrates an understanding of current educational policies relevant to working areas of practice and keeps up to date with relevant clinical practice.

### **Research and Evaluation**

- Demonstrates ability to critically evaluate and review literature.
- Demonstrates ability to identify where there is a gap in the evidence base to support practice.
- Demonstrates ability to generate evidence suitable for presentation at local level.
- Demonstrates ability to apply the research evidence base into working practice.
- Demonstrates understanding of the principles of research governance.

This Job description is intended as a guide to the scope and responsibilities of the post and is not exhaustive. The description will be open to regular review and may be amended to take into account new developments at the practice.

To carry out any other duties as may be required by the practice either temporarily or permanently.