Job Description

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| 1. JOB IDENTIFICATION   **SCO6-1220** | Job Title | **General Practice Senior Clinical Pharmacist, Band 7** |
| Department(s)/Location | Dundee, Perth & Kinross and Angus |
| Number of job holders |  |
| JOB PURPOSE  * To manage, develop and deliver pharmacy services to meet the needs of patients with the area of responsibility (including general medical practices, community and acute hospitals, patients’ homes), under the direction of the Principal Clinical Pharmacist/Locality Co-Ordinator. The need to maintain strong links with Community Pharmacy is essential. * To optimise pharmaceutical care to patients in the GP Clinical Pharmacy Service to maximise benefit and minimise risk to patients from their medicines, in accordance with local and national priorities. * To actively contribute to the operational planning, development and implementation of national strategy and local policy in order to achieve the best use of medicines and related resources to meet the needs of patients within the GP Clinical Pharmacy Service. * Delivery of NHS Tayside key objectives for medicines management. * To undertake formal training to postgraduate level e.g. Diploma MSc to achieve competencies of a specialist practitioner or experience to an equivalent level. | | |
| ORGANISATIONAL POSITION | | |



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| SCOPE AND RANGE Operational and managerial   * The post-holder will be the responsible pharmacist for the development and delivery of effective, efficient and responsive pharmacy services under the direction of the Specialist/Lead Pharmacist. * The area of responsibility includes: GP practices, community and acute hospitals, patients homes and ensuring close links with community pharmacy. * The post holder will be an integral member of the multi-disciplinary team within the locality/cluster * The post holder will support the planning and be responsible for the delivery of pharmaceutical services within the locality/cluster of attachment and across the wider pharmaceutical service as identified in the Pharmacy Strategy * The post-holder will undertake work on quality defined prescribing workstreams   Professional and Clinical  The post-holder provides specialised pharmaceutical advice, and networks with:   * Pharmacy colleagues (managed service and contracted) * Medical staff including GPs and Consultants * Non-medical prescribers (pharmacist, nurse and AHP) * Nursing staff including specialist nurses, community nurses and midwives and practice nurses * Local management groups * Allied Health Professionals * Local Authority staff * Patient / Carer groups * Third Sector |
| MAIN DUTIES/RESPONSIBILITIES  1. To be actively involved in the assessment of individual patient’s care needs and to deliver a high level of clinical services to them, in order to optimise patient care in a planned manner, as well as in response to immediate, unpredictable pharmaceutical needs. Provide a clinical pharmacy service, including risk management, patient medication reviews and provide specialist advice to medical and other clinical staff on dosage, side effects and evidence-based medicine for patients with the locality. To assure a smooth transition of care between care boundaries.  To implement pharmaceutical components identified within NHS Tayside’s Strategic Plans.  1. Critically evaluate and provide and analyse medicines information and therapeutic advice to all members of the healthcare team in order to optimise patient care, maximise the benefit and minimise the risk to patients from their medicines. 2. Implementation of defined quality prescribing work streams as identified by the Prescribing Leadership Team. To lead and facilitate specific prescribing outcomes in order to deliver high quality cost-effective care. To contribute to the monitoring of and provide advice on the effective and efficient use of medicines 3. To establish joint working with colleagues in the managed and contracted sectors across disciplines and other departments both within and outwith NHS Tayside to facilitate consistent standards, to deliver efficient and effective pharmaceutical care to local population. 4. Undertake a relevant postgraduate qualification or experience/demonstration of competence to an equivalent level and be willing to work towards an independent prescribing qualification 5. Deliver a high level of clinical practice in order to act as a role model to drive forward pharmaceutical care  To actively contribute to the GP Clinical Pharmacy Service and Tayside prescribing/clinical groups, in order to integrate pharmacy aspects into policy and to assure efficacy, safety and economy in the use of medicines.To contribute to the development and delivery of clinical and corporate governance within the GP Clinical Pharmacy Service and NHS Tayside and in order to assure adherence to professional, legal, and health and safety requirements and standards.To manage the risks and any critical incidents associated with pharmaceutical care within General Practice, in accordance with local procedures.To contribute to the effective working of the Area Drug and Therapeutics Committee, Medicines Advisory Group, and Scottish Medicines Consortium to assure efficacy, safety and economy in the use of medicines.  1. Comply with data protection and IT security policies and procedures so that local policies   and national codes of practice are adhered to.     1. Participate in the public holiday, extended hours service and out-of-hours rota as required by the needs of the service. At these times have delegated responsibility for the pharmacy service provided. 2. Fulfils the role of independent prescriber with the patient/client group relevant to the post. The post holder practices within the policies, procedures and guidelines of NHS and the post holder’s professional body.   As a guide, the proportion of time spent on these tasks can be apportioned into the following categories:   * Clinical care of individual patients 80% * Practice development 20% |
| COMMUNICATIONS AND RELATIONSHIPS The need for highly developed interpersonal communication skills, written and verbal, formal and informal is essential. The postholder will be required to influence prescribing behaviour in medical and non-medical prescribers, inform and influence, independent contractors and clinicians within the area of responsibility.  The post holder must be able to communicate with patients and their representatives. Diplomacy, tact and empathy need to be used as well as an ability to convey highly complex information in a form readily understood by a variety of target audiences. The post holder will be required to negotiate with other clinicians, practice managers and contractors.  **Internal** – colleagues from all disciplines and professions within the locality/cluster, GP Clinical Pharmacy Service, NHS Tayside.  **External** – Pharmacy and other professional colleagues, social services and other local authority or third sector departments within and outwith Tayside. Patients and patients’ representatives. |
| KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB Practicing Membership of the General Pharmaceutical Council (GPhC), requiring a first degree of MPharm or equivalent and completion of foundation training programme plus pre-registration training year.  Completed the RPS / NES Post-registration Foundation Pharmacist framework or equivalent or be willing to undertake the appropriate educational framework within the 1st year of appointment.  The postholder will be an experienced pharmacist who can demonstrate a high level of professional practice and will be willing to work towards an appropriate post-graduate qualification such as a diploma or MSc in Clinical Pharmacy or Prescribing Sciences or demonstration of experience and competency to an equivalent level through advanced practice portfolio development and assessment.  They will have a working knowledge of the NHS and experience in one or more branches of pharmacy.  The postholder should have, or be willing to work towards, an independent prescribing qualification.  The post-holder will have a good-working knowledge and understanding of the relevant legislation.  The postholder will be required to travel between work locations across the locality and to local and area meetings and owning a car would be desirable.  They will be proficient in the use of standard Microsoft applications such as Word, Excel and PowerPoint. |
| 1. SYSTEMS AND EQUIPMENT   The postholder will be required to operate a computer, using standard Microsoft packages, internet search facilities and medical databases, as well as a specialist programmes such as prescribing analysis databases and statistical tools.  The postholder will have the ability to obtain and interpret prescribing data from the Information and Statistics Division PRISMs system.  A working knowledge of general medical practice clinical systems as well as clinical support software, is desirable, alongside an understanding of community pharmacy systems.  The postholder may be required to independently operate technical equipment used in patient assessment including (but not limited to) sphygmomanometers, near patient testing equipment, spirometry and vacutainer venepuncture system and to interpret and provide advice on the results obtained. This involves work-requiring precision.  Systems the postholder will be required to operate for the organisation include:   * Clinical governance and health & safety * Risk management * Prescribing support databases * General Medical Practices computer system(s) * General Pharmaceutical Council on line Continuing Professional Development * NHS Tayside Monitor and eDD systems * TURAS and Learnpro   **Responsibility for Records Management**  All records created in the course of the business of NHS Tayside are corporate records and are public records under the terms of the Public Records (Scotland) Act 2011. This includes email messages and other electronic records. It is your responsibility to ensure that you keep appropriate records of your work in NHS Tayside and manage those records in keeping with the NHS Tayside Records Management Policy and with any guidance produced by NHS Tayside specific to your employment. |
| PHYSICAL DEMANDS OF THE JOB Mental effort – concentration for long periods often equating to 3-4 hours at a time, e.g. meetings, interpreting prescribing data, writing reports, implementing policy documents and working to tight deadlines.  The postholder is required to operate a computer more or less continuously on most days and is frequently required to sit for long periods while operating the General Medical Practice computer system, producing reports/analysing and interpreting data.  The postholder may be exposed to body fluids when operating some technical equipment. They must be aware of, and comply with, infection control procedures. This may include Hepatitis B vaccination where appropriate.  The workload is subject to constant interruption. Work is not predictable as priorities change at very short notice according to the needs of the service/management. Requests for formal and informal advice are frequent by email, telephone and in person. The postholder shall prioritise this workload effectively.  On infrequent occasions, the post holder may be subjected to verbal and/or physical aggression.  The postholder is required to carry items that may exceed 10kg. |

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| DECISIONS AND JUDGEMENTS The postholder is expected to act decisively and autonomously in their professional capacity, being accountable for their actions, with the support of the Specialist/Lead Pharmacist. They will have to devise, recommend, implement and adjust care plans for individual patients after assessment and analysis of clinical, pharmaceutical and social information further to the identification of options for improvement of care.  They are expected to contribute to the delivery of NHS Tayside and national strategies, with minimal supervision although peer support is available if required.  The postholder is expected to interpret clinical data from clinical trials, published papers and other sources. They will be expected to clarify areas of uncertainty, and inform GPs, and other health care professionals about the key issues and outcomes as they relate to the delivery of safe and cost-effective prescribing.  Objectives are agreed annually with the Specialist General Practice/Lead Pharmacist. | |
| MOST CHALLENGING/DIFFICULT PARTS OF THE JOB To build effective relationships in an evolving structure that allows the delivery of integrated, high quality, patient-focused pharmaceutical services.  To influence behaviour changes in medical staff within the locality/cluster and other prescribers around good prescribing practice.  To work in relative professional isolation as the sole source of pharmaceutical input to the General Medical Practice(s), Community Hospitals, Acute Hospitals with the support of the Specialist General Practice/Lead Pharmacist.  Maintain intense concentration in a variety of situations, particularly under emotional effort connected with handling patient complaints, critical incidents (drug near misses, adverse events) and discussing unwelcome/contentious issues. | |
| JOB DESCRIPTION AGREEMENT A separate job description will need to be signed off by each postholder to whom the job description applies. | |
| **Job Holder’s Signature:** | **Date:** |
| **Head of Department’s Signature:** | **Date:** |