**Job Description & Person Specification**

|  |  |  |  |
| --- | --- | --- | --- |
| Position: | Practice Pharmacist | Division: | Primary Care LLR |
| Location: | Heron Street, Bowling Green Street, Thurmaston and remote | Reporting to: | Lead Clinical Pharmacist |

Purpose of the Role

Working as part of a multi-disciplinary team in a patient-facing role, the post holder will support and work alongside a team of pharmacists in general practice, providing primary support to general practice staff with regards to prescription and medication queries. They will help support the repeat prescription system, deal with acute prescription requests, and undertake clinical medication reviews to proactively manage patients with complex polypharmacy. The role is pivotal to improving the quality of care and operational efficiencies so requires motivation and passion to deliver excellent service within general practice. The post holder will be supported by a senior clinical pharmacist who will develop, manage and mentor them to become a non-medical prescriber.

A commitment to a quality service, excellence in clinical practice and continuous professional development are integral to the role and the development of the service.

The post holder will participate in promoting and advancing DHU Health Care CIC.

Key Success Measures

* Compassionate - We show kindness, consideration and understanding in everything we do – and demonstrate our caring nature to our patients, people and communities.
* Accomplished - We are available day and night – a responsive, adaptable, professional NHS partner, providing the best advice, care and treatment for every individual.
* Respectful - We recognise the value that individual and team differences bring - welcoming views, listening, being honest, and learning from others’ experiences.
* Encouraging - We believe everyone matters, so we inspire confidence in others - promoting ‘speaking up’, fostering career-long learning and development, and supporting improvement ideas.

Key Areas of Responsibility & Accountability

* Take responsibility for areas of chronic disease management within the practice.
* Deal with acute prescription requests.
* Medicines reconciliation on transfer of care.
* Provide expertise in clinical medicines advice while addressing both public and social care needs of patients in the GP practice.
* Provide responsibility on medicines optimisation and quality improvement, and manage some aspects of the quality and outcomes framework and enhanced services.
* Liaise with community and hospital pharmacy to help utilise skill mix, improve patient outcomes, ensure better access to healthcare and help manage workload.
* Patient facing long-term condition clinics – see patients with medical problems where medicine optimisation is required, review the ongoing needs for each medicine and make appropriate recommendations to Senior Pharmacists of GP’s for medicine improvement.
* Undertake structure clinical medication reviews with patients and produce recommendations on prescribing and monitoring.
* Undertake care home clinical medication reviews, and work with care home staff to improve the safety of medicines ordering and administration.
* Undertake domiciliary clinical medication reviews,and attend and refer patients to multidisciplinary case conferences.
* Provide advice and support for patients with self-limiting conditions.
* Provide either patient facing clinics or a telephone helpline for those with questions, queries or concerns about their medicines in the general practice.
* Answer relevant medicine-related enquiries from GP’s, other practice staff, other healthcare teams and patients with queries about medicines, suggesting and recommending solutions, and monitor the effects of any medication changes.
* Review the use of medicines most commonly associated with unplanned hospital admissions and readmissions through audit and individual patient reviews, putting in place changes to reduce the prescribing of these medicines to high-risk patient groups.
* Reconcile medicines following discharge from hospitals, intermediate care and into care homes, including identifying and rectifying unexplained changes, working with patients and community pharmacists to ensure patients receive the medicines they need post discharge, and setting up systems to ensure continuity of medicine supply to high-risk groups of patients.
* Ensure that patients are referred to the appropriate healthcare professional for the appropriate level of care within an appropriate period of time e.g. pathology results, common/minor ailments, acute conditions, long term condition reviews etc.
* Produce and implement a practice repeat prescribing policy, managing the repeat prescribing reauthorisation process by reviewing patient requests for repeat prescriptions and reviewing medicines reaching review dates and flagging up those needing a review, ensuring that patients have appropriate monitoring tests in place when required.
* Identification of cohorts of patients at high risk of harm from medicines through pre-prepared practice computer searches. This might include risks that are patient related, medicine related, or both.
* Contribute pharmaceutical advice for the development and implementation of new services that have medicinal components (e.g. advice on treatment pathways and patient information leaflets).
* Analyse, interpret and present medicines data to highlight issues and risks to support decision making.
* Undertake clinical audits of prescribing in areas directed by the GPs, Senior pharmacist and senior managers feed back the results and implement changes in conjunction with the practice team.
* Implement changes to medicines that result from MHRA alerts, product withdrawal and other local and national guidance.
* Monitor practice prescribing against the local health economy’s RAG list and make recommendations to GPs for medicines that should be prescribed by hospital doctors (red drugs) or subject to shared care (amber drugs).
* Assist practices in seeing and maintaining a practice formulary that is hosted on the practice’s computer system.
* Audit practice’s compliance against NICE technology assessment guidance.
* Provide newsletters or bulletins on important prescribing messages.
* Provide education and training to primary healthcare team on therapeutics and medicines optimisation
* Work with the general practice team to ensure the practice is compliant with CQC standards where medicines are involved.
* Support public health campaigns, and provide specialist knowledge on all public health programmes available to the general public.
* Prescribe medicines as and when requested and appropriate , within your competency levels
* Work with patients by telephone , video or face to face , as required by the service and management

Professional

* Work within the regulatory requirements, codes and Professional Standards of practice of the GPhC.
* To maintain professional and clinical competence through mechanisms of continuing professional development.
* To act in such a manner at all times to promote confidence and public trust and uphold the reputation and image of DHU Health Care CIC.

Communications and Working Relationships

* Director or Nursing and Quality and other Executive Directors.
* Divisional Clinical Director and Managing Director
* Divisional Heads of Clinical Services
* Divisional Operations and Corporate Teams
* DHU Health Care CIC Governance Team
* DHU Health Care CIC Clinical Training Team
* Clinical and managerial staff within participating Clinical Commissioning Groups (CCG)
* Clinical staff in local primary and secondary care services
* Other related services within the local health economy
* Social Services and local intermediate Care Services

Person Specification

The job holder will have;

|  |  |  |
| --- | --- | --- |
| Qualification | Essential | Desirable |
| QualificationsAcademic/professional | * Completion of an undergraduate degree in Pharmacy.
* Pharmacist registered with the General Pharmaceutical Council (GPhC).
* Basic Life Support and Child and Adult Safeguarding
 | * Hold or be working towards an independent prescribing qualification.
* Specialist knowledge acquired through post-graduate diploma level of equivalent training/experience.
 |
| Experience | * At least 2 years’ experience as a pharmacist, demonstrated within a practice portfolio.
* Experience and an awareness of common acute and long-term conditions that are likely to be seen in general practice.
* Experience of undertaking clinical medication reviews
* Experience of clinical audits of prescribing
* Experience of using SystmOne
 | * In-depth therapeutic and clinical knowledge and understanding of the principles of evidence-based healthcare.
 |
| Skills & Knowledge | * Recognises priorities when problem-solving.
* Able to identify deviations from a normal pattern.
* Able to critically evaluate and review literature.
* An appreciation of the nature of GP’s and general practices.
* An appreciation of the nature of primary care prescribing, concepts of rational prescribing and strategies for improving prescribing.
* Able to obtain and analyse complex technical information.
* Able to produce timely and informative reports.
 | * Full driving licence.
 |
| Personal Qualities | * Excellent interpersonal, influencing and negotiating skills.
* Excellent written and verbal communication skills.
* Good IT skills.
* Able to work under pressure and meet deadlines.
* Able to work effectively both independently and as a team member.
 | * Able to communicate complex and sensitive information in an understandable format to a variety of audiences.
 |

Diversity

DHU Health Care CIC believe our workforce should be as diverse as the range of services we offer, and the communities we serve. We are committed to valuing and encouraging diversity throughout our workforce, regardless of age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation. As part of our mission we are dedicated to eliminating discrimination.

Safeguarding

DHU Health Care CIC is committed to safeguarding and promoting the welfare of Adults, Children and Young People and expects all staff and volunteers to share this commitment.

Infection Prevention & Control

Infection Prevention & control is pivotal in ensuring a safe & clean environment for both patients and staff. IP&C is everyone’s responsibility and strict adherence to the IP&C policy is expected of ALL employees of the organisation.

General

As you will expect the organization may change from time to time and you will be expected to meet the operational requirements of the business and any other reasonable duties as required from time to time.

Acknowledgment

I acknowledge receipt and confirm my understanding and acceptance of the responsibilities specified in my Job Description.

***Please Note:*** *If you are unclear of any requirement in this document obtain clarification from your line manager.*

|  |  |  |  |
| --- | --- | --- | --- |
| Signature of Post Holder: |  | Date: |  |
| Name: |  |