

## Job Description

### 1. JOB DETAILS

**Job title:** Advanced Clinical Pharmacist Oncology and Haematological cancers

**Accountable to:** Lead Pharmacist- cancer services

**Location:** Cumberland Infirmary Carlisle

### 2. JOB SUMMARY

All staff are expected to work to the Trust Values:



**Kindness** – Kindness and compassion cost nothing, yet accomplish a great deal.



**Respect** - We are respectful to everyone and are open, honest and fair – respect behaviours.



**Ambition** – We set goals to achieve the best for our patients, teams, organisations and our partners.

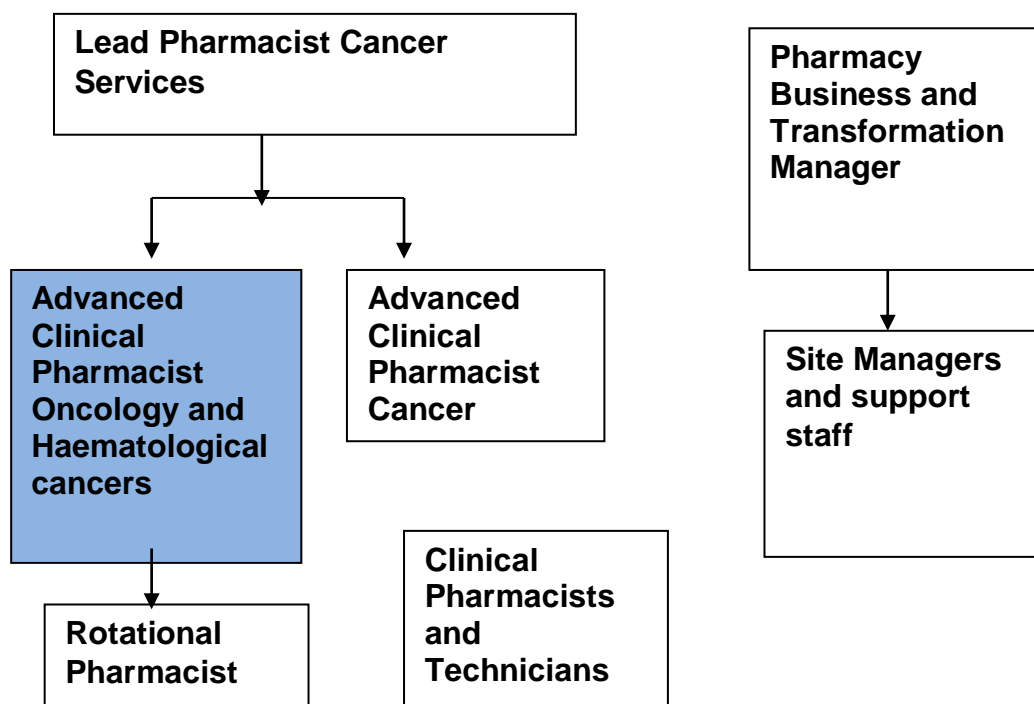


**Collaboration** – We are stronger and better working together with and for our patients.

### 3. ROLE OF DEPARTMENT

To ensure the safe provision of clinically appropriate, cost-effective, evidence-based pharmaceutical care to patients.

#### 4. ORGANISATIONAL CHART



#### 5. KEY WORKING RELATIONSHIPS

- Lead Pharmacist for Cancer Services
- Advanced Clinical Pharmacist – Cancer
- Northern Centre for Cancer Services colleagues
- Clinical Pharmacists
- Care Group lead Pharmacists
- Aseptic team
- Head of Nursing Patient Safety and Clinical Quality
- Medicines Safety Officer
- Matrons
- Medical staff
- Northern Cancer networks

#### 6. DUTIES AND RESPONSIBILITIES OF THE POST

The post holder's main responsibility will be to deliver safe clinical pharmacy services to cancer patients and to support screening of chemotherapy medicines.

Developing rotational pharmacist to deliver cancer services and deliver specialist training to Registered Nurses, Consultants and Junior Doctor colleagues, Non-Medical Prescribers and Pharmacy .

To support Clinical Trials in cancer medicines as required.

## **7. WORK SETTING AND REVIEW**

The Lead Pharmacist for Cancer Services will set and review work in line with the requirements of the clinical pharmacy service.

## **8. INDIVIDUAL RESPONSIBILITIES**

The post holder is expected to

- adhere to Trust policies and procedures and relevant legislation including the requirements of the any professional bodies
- attend mandatory training as identified by the Trust
- adhere to Trust infection prevention policies, procedures, audits in line with the Health Act 2006, to actively reduce Health Care Associated Infections

## **9. CONFIDENTIALITY**

The post holder must maintain the confidentiality of information about patients' staff and Trust business in accordance with the General Data Protection Regulations (GDPR), Data Protection Act 2018 and Caldicott principles.

## **10. HEALTH AND SAFETY**

Employees must be aware of the responsibilities placed upon them under the Health & Safety at work Act (1974), to ensure that the agreed safety procedures are carried out to maintain a safe environment for employees and visitors.

## **11. RISK MANAGEMENT**

All staff have a responsibility to report all clinical and non-clinical accidents, incidents or near-misses promptly and when requested to co-operate with any investigations undertaken.

## **12. EQUALITY AND DIVERSITY**

All employees of the Trust have responsibility to:

- Act in ways that support equality and value diversity.
- Treat everyone with whom they come into contact with dignity and respect.
- Act in ways that are in accordance with Trust's Single Equality Scheme, Equality and Diversity policy, and Dignity in the Workplace policy.

## **13. SAFEGUARDING**

All employees have a duty for safeguarding and promoting the welfare of children and adults at risk. Staff must be familiar with the trusts Safeguarding Policy and the process for raising concerns about the welfare of anyone with whom they have contact. Staff must also ensure they receive the appropriate level of safeguarding children and adult training depending on their role in the Trust.

Staff are expected to access supervision and support from their line managers and/or the locality based safeguarding team when managing complex cases where applicable to their role.

#### **14. INFORMATION GOVERNANCE**

The post holder must keep up to date with the requirements of information governance; undertake mandatory training and follow Trust policies and procedures to ensure that trust information is dealt with legally, securely, efficiently and effectively.

It is important that the post holder processes personal identifiable information only in accordance with the Trust Data Protection Act notification to the Information Commissioner. The post holder must check with the Data Protection Officer before creating new systems to process person identifiable information to ensure that this is carried out within the scope of the Data Protection Act 2018 notification.

The post holder must manage the records they create or hold during the course of their employment with the Trust in an appropriate way, making the records available for sharing in a controlled manner subject to statutory requirements and agreed security and confidentiality policies, procedures and guidelines e.g. Data Protection Act 2018, Freedom of Information Act 2000, General Data Protection Regulations, Caldicott Guidelines NHS Confidentiality Code of Conduct 2003, and professional codes of conduct on confidentiality.

The post holder must maintain the confidentiality of information about service user staff and organisational business in accordance with the new Data Protection Act 2018 and Caldicott principles.

It is likely that the post holder will be in contact at some time with a form of information system, and therefore is responsible for implementing and maintaining data quality. The post holder, when making entries into records, must ensure that these are legible and attributable and that the record keeping is contemporaneous. It is essential that information recorded within records either on paper, in an electronic format or both paper and electronic is accurate, complete and relevant.

#### **15. GREEN STATEMENT**

Across the North East and North Cumbria we are working together to deliver our ambition to be the greenest region in England by 2030. There is an expectation for all staff to support this by familiarising yourself with the Trust's sustainability initiatives such as waste and recycling, going paperless, videoconferencing, sustainable transport and others.

We encourage you to think about what you can do as an individual and within your team to contribute in to embedding carbon reduction into the everyday running of our organisation.

## PERSON SPECIFICATION

**POST TITLE:**

Factor	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>• MPharm or equivalent.</li> <li>• Registration with General Pharmaceutical Council</li> <li>• Postgraduate clinical diploma</li> </ul>	<ul style="list-style-type: none"> <li>• RPS Membership</li> <li>• Independent prescribing qualification or commitment to achieving this</li> </ul>
Knowledge	<ul style="list-style-type: none"> <li>• Significant post-registration experience in hospital pharmacy, community pharmacy or primary care pharmacy.</li> <li>• Have experience and an awareness of common acute and long-term conditions that are likely to be seen in general practice.</li> <li>• Presenting data in a variety of formats and to a wide range of groups.</li> <li>• Tutor or mentor to staff</li> </ul>	<ul style="list-style-type: none"> <li>• Undertaking appraisal.</li> <li>• Extensive knowledge of oncology or haematology cancer chemotherapies</li> </ul>
Skills and Aptitudes	<ul style="list-style-type: none"> <li>• Broad clinical and pharmaceutical knowledge.</li> <li>• A detailed understanding of the nature of cancer services</li> <li>• Relevant specialist knowledge.</li> <li>• Demonstrable understanding of current issues within pharmacy and the NHS.</li> <li>• Continuing professional development evidenced by portfolio.</li> <li>• Computer literate.</li> </ul>	<ul style="list-style-type: none"> <li>• IT including spreadsheet and database packages.</li> <li>• Experience of using Chemocare Electronic prescribing systems</li> </ul>
Personal Circumstances	<ul style="list-style-type: none"> <li>• Highly developed communication and interpersonal skills.</li> <li>• Ability to make judgements based on conflicting data using critical</li> </ul>	<ul style="list-style-type: none"> <li>• Coaching skills.</li> </ul>

	<p>appraisal skills.</p> <ul style="list-style-type: none"> <li>• Ability to manage time, people and resources to deliver timely outcomes.</li> <li>• Able to organise and prioritise workload.</li> <li>• Ability to work independently and as part of a team.</li> <li>• Able to work accurately to deadlines.</li> <li>• Ability to identify and implement best practice.</li> <li>• Ability to identify and manage risk.</li> <li>• Able to motivate others</li> </ul>	
Other requirements	<ul style="list-style-type: none"> <li>• Promote equality and value diversity and develop a culture that promotes equality and values diversity</li> <li>• Able to travel between sites as required independently of public transport.</li> <li>• Ability to participate in 7 day working</li> <li>• Basic Life Support training</li> </ul>	<ul style="list-style-type: none"> <li>• Aseptic preparation experience</li> <li>• Driving licence.</li> </ul>