

JOB DESCRIPTION

Job Title:	Senior Clinical Rotational Pharmacist
Salary Band:	Band 7 + emergency duty commitment
Responsible to:	Clinical Lead Pharmacist/Deputy Chief Pharmacist and line managers for different specialties.
Accountable to:	Group Chief Pharmacist
Hours per week:	37.5 hours
Location:	Pharmacy Department, Royal Free London NHS Trust
Manages:	Directly – Pharmacy staff rotating through specialty Indirectly - Rotational Band 6 pharmacists, Trainee pharmacists, ward-based technicians

JOB SUMMARY

The post-holder will deliver, develop and support the clinical pharmacy services in a variety of different specialties within the pharmacy department on a rotational basis. This in accordance with priorities agreed by the lead pharmacist for the specialist area and the clinical site lead pharmacist.

The post holder at the Royal Free hospital will cover a variety of areas of pharmacy including Patient Services, Clinical Services/E+T, Cardiology, Surgery, ITU, Medicine, Gastroenterology, Commissioning, and HIV with the aim of enhancing knowledge and skills and allowing progression towards a more senior role.

There are opportunities to work in specific clinical specialties dependent on the site. You will have exposure to directorate work such as DTC evaluations, high-cost drug, and audits. Clinical commitment will be expected during all rotations.

In summary, the post-holder will be expected to:

- Work as a clinical pharmacist, to ensure the safe, clinically and cost-efficient use of medicines
- Work as part of the multidisciplinary team to enhance patient care

- To participate in drug usage reviews, audits and cost efficiency programmes
- To line manage and support more junior pharmacists and pharmacy technicians in the team
- To participate in ongoing education and training

The post-holder must always carry out their role in line with the Trust World Class values.

MAIN DUTIES AND RESPONSIBILITIES

World Class Care Values

The post holder will offer World Class Care to service users, staff, colleagues, clients and patients alike so that everyone at the Royal Free can feel:

- **welcome** all of the time
- confident because we are clearly **communicating**
- **respected** and cared for
- **reassured** that they are always in safe hands

1. Clinical responsibilities

Throughout all rotations the post-holder will contribute to the safe, clinically effective and cost efficient use of medicines to optimise patient care. The responsibilities include:

1.1	Delivery of a high quality, ward-based pharmacy service including drug supply, review of highly complex medication regimens, medicine reconciliation, drug interaction monitoring and discharge planning
1.2	Active participation on consultant ward rounds and multidisciplinary team meetings
1.3	Making evidence-based decisions, in partnership with patients and other professionals within specialties to improve outcomes
1.4	Demonstration of a comprehensive level of knowledge within a specialist area
1.5	Identifying the risks of medicines use within the specialties and assist in implementing strategies to minimise them.
1.6	To ensure compliance with local and national policies e.g., medicines policy, microbiology policies, NICE guidelines
1.7	Providing pharmacy input into all aspects of the home delivery scheme in certain clinical areas

1.8

Participate in specialist pharmacy clinics in certain clinical areas

2. RESPONSIBILITY FOR PATIENTS

2a. The post-holder will rotate through various aspects of the pharmacy clinical service. During all rotations the post-holder must maintain their clinical responsibilities to ensure a patient focused approach including:

2.1

To make recommendations regarding medicines to optimise patient care

2.2

Communication of complex pharmaceutical information, according to level of understanding, direct to patients/carers and healthcare professionals

2.3

To empathise and counsel patients/carers who may be distressed on all aspects of their medication to aid compliance and understanding

2.4

Provision of support on concordance related issues to patients.

2.5

Demonstrate professional accountability to patients.

2.6

To provide a comprehensive and timely discharge service

2b. Dispensary responsibilities

During this rotation the postholder will assist the Chief Pharmacy Technician, Patient services in the provision, management, organisation and development of dispensary services within the trust. This includes management of staff and resources and training of trainee and Band 6 pharmacists working in the dispensary area. Main duties include:

2.1	Responsibility for the day-to-day management of clinical and professional issues arising from the dispensaries
2.2	To contribute to the monitoring and reporting of Key Performance Indicators (KPI's)
2.3	To plan and prioritise the daily workload and assign staff and delegate duties as appropriate
2.4	To facilitate co-ordination of cover arrangements within the dispensaries during period of sickness and staff absence
2.5	Assist in the development of the dispensary services
2.6	Maintain and update procedures relating to the dispensary services
2.7	To manage difficult situations involving other healthcare professionals and demonstrate excellent negotiation skills to influence prescribing in order to optimise patient care
2.8	To identify risk management issues within the dispensaries and assist in the implementation of procedures to reduce risk.

3. RESPONSIBILITY FOR POLICY AND SERVICE DEVELOPMENT

The post-holder will support, implement and contribute to any initiatives both within the pharmacy and the Trust aimed at reviewing and developing policies and services. This includes contributing to clinical governance within the pharmacy department and Trust. Responsibilities include:

3.1	To maintain and undertake the role in accordance with the professional code of ethics, Medicines legislation and national or local policies or procedures reporting areas of concern to the Clinical Lead Pharmacist.
3.2	To contribute to the development of clinical pharmacy services in line with local and national objectives
3.3	To contribute to and assist with the development of key performance indicators (KPIs) for the specialist area.
3.4	To contribute to the management of the of the formulary including reviewing of new medicines for inclusion, non-formulary drug requests and liaising with primary care colleagues
3.5	To contribute to the continual improvement of clinical governance including participation in: <ul style="list-style-type: none"> • Medicines Management Audits • Clinical audit programme • Intervention week • Identification of areas of risk and error reporting • Ensuring all aspects of prescribing, storage and administration of medicines comply with local policies
3.6	To contribute to the development of procedures and protocols relevant to the role e.g. clinical pharmacy procedures, relevant dispensary based procedures
3.7	Assisting with the development of and ensuring adherence to evidence based prescribing guidelines
3.8	To undertake and support relevant project or directorate work
3.9	To support the implementation of the Trust pharmacy strategy by participating in trust and divisional initiatives to develop clinical pharmacy practice.

4. RESPONSIBILITY FOR FINANCIAL AND PHYSICAL RESOURCES

The post-holder will be expected to ensure the cost-effective use of medicines within the Trust in line with local procedures, policies, and initiatives including:

4.1	Assisting in identifying local and national changes in prescribing practice that may impact on clinical practice and the drugs budget
4.2	To produce, analyse and present medicines expenditure reports
4.3	Contribution to the pharmacy cost improvement initiatives
4.4	<div>To liaise with appropriate senior medical, nursing, pharmacy, commissioning, and finance staff within the Trust to ensure appropriate funding arrangement are in place for high-cost drugs and ensure this information is recorded appropriately</div> <div><ul style="list-style-type: none">• Demonstrate awareness of and adhere to SFIs and the Trusts Corporate Governance commitments</div>

5. RESPONSIBILITY FOR LEADING AND MANAGING

The post-holder will be responsible for maintaining their professional responsibilities and for identifying and addressing their own developmental needs. They are also expected to contribute to the learning and development of other members of the health-care team. Overall these responsibilities include:-

5.1	To act as an effective role model and provide advice and support on clinical pharmacy issues to junior pharmacists and members of the multi-disciplinary team.
5.2	To recommend changes to own/ others practice ensuring development of services for specialist clinical areas
5.3	To support an innovative approach to practice, whilst being aware of boundaries and limitations.
5.4	Deputise for more senior members of the clinical pharmacy team, as required
5.5	<p>To contribute to the departmental appraisal and development programme for junior pharmacists and pharmacy technicians. This includes:</p> <ul style="list-style-type: none"> • Assisting with the competency-based training of junior pharmacy staff • Contributing to the development of training packages for junior staff • Help in setting objectives or updating rotation objective training packages for junior staff (including Band 6 pharmacists and technicians) • Supervision and support of junior pharmacists at ward level.
5.6	To act as an educational supervisor/Practice Supervisor for junior pharmacists.
5.7	To contribute to the education and training of pharmacy, medical, nursing staff and other healthcare workers.
5.8	To organise the ward based training of trainee pharmacists (ward services pharmacist only)

6. RESPONSIBILITY FOR INFORMATION RESOURCES

The post-holder will offer an information source for all hospital staff and patients on the optimum use of medicines.

6.1	Provision of accurate, evaluated and impartial information and advice regarding the safe, clinically efficacious and cost-effective use of medicines in patients in response to enquiries
6.2	Analysis and interpretation of medicines information to provide advice to clinicians and healthcare professionals and ensure that this information is utilised in a systematic and appropriate way to optimise patient care.
6.3	To answer requests for medical information from health care professionals from within and outside the Trust and to members of the general public following procedures and protocols, responding to enquiries within the bounds of clinical and technical knowledge.
6.4	To receive, analyse and interpret verbal/written/electronic enquiries of varying degrees of complexity.
6.5	To make decisions with limited information in complex or clinically sensitive situations and demonstrate an advanced level of reasoning and judgement.
6.6	Co-ordinate regular weekly clinical meetings for continuing education of all pharmacy staff e.g case presentations
6.7	Specifically for Medicines Advice Rotation: <ul style="list-style-type: none"> To participate in the maintenance and development of electronic systems for the collection, storage, retrieval and dissemination of information in the MA centre in accordance with UKMI standards including the electronic in-house enquiry database. To provide induction and training in all aspects of MA to new pharmacy staff. To prioritise and participate in day-to-day management and workload in the MA centre including supervising junior staff

7. RESPONSIBILITY FOR RESEARCH AND DEVELOPMENT

The post-holder will contribute to the research programme within each rotation area of practice in which they are working as required.

7.1	To support relevant medical, nursing and pharmacy staff to ensure that trials within the specialist area are run efficiently and effectively in line with trial protocol.
7.2	To participate and support consultant or specialist pharmacists on their research areas in data collection and interpretation
7.3	Conduct service evaluations, audits and partaking in research within each rotation area
7.4	Present findings to within or outside of the department where possible as learning opportunities for all e.g. poster abstract presentations in Clinical Pharmacy Congress, UKCPA etc.
7.5	Utilising audit or service evaluation findings to drive service improvement within rotation area where relevant
7.6	<p>To contribute to the research and evaluation strategy by</p> <ul style="list-style-type: none"> • Critically evaluating and reviewing literature • Identifying where there is a gap in the evidence base to support practice • Facilitating or conducting clinical audits and publishing or presenting these findings

8. PROFESSIONAL RESPONSIBILITIES

8.1	To be registered with the General Pharmaceutical Council (GPhC)
8.2	To complete minimum of mandatory requirement of Revalidation tasks as required by the GPhC
8.3	To always behave in a manner that is professional, positive and polite
8.4	To be accountable for own professional actions.
8.5	Utilising audit or service evaluation findings to drive service improvement within rotation area where relevant
8.6	To be responsible for ensuring that (s)he remains aware of current developments in pharmacy and relevant specialist clinical practices.
8.7	To be responsible for his/her own continuing professional development and participate in own 'Performance and Development planning'.
8.8	To at all times practice in accordance with the Code of Ethics of the GPhC

9. ADDITIONAL DUTIES/RESPONSIBILITIES

9.1	To participate in the out of hours, weekend and bank holiday service including responsibility for the securing of the department. Outside of working hours the on-call pharmacist is solely responsible for providing a pharmacy service to the hospital including advice on medicines and emergency supply.
9.2	Participation in working rotas for Saturdays, Sundays and bank holidays.
9.3	The Pharmacy Services of the Royal Free London are constantly evolving to best meet the needs of patients and our healthcare colleagues and partners. This may lead to providing a comprehensive pharmaceutical support service over the 7-day week.

9.4	Other duties as assigned by line manager or head of service.
9.5	Other relevant duties as assigned by the Deputy Chief Pharmacist/Clinical Lead for site or Head of Department or senior pharmacy leadership team .

GENERAL RESPONSIBILITIES

Infection Control

Infection control is everyone's responsibility. All staff, both clinical and non-clinical, are required to adhere to the Trust's Infection Prevention and Control policies and procedures and the Health Act (2006) Code of Practice for the prevention and control healthcare associated infections and make every effort to maintain high standards of infection control at all times thereby reducing the risk of Healthcare Associated infections.

It is the duty of every member of staff to take personal responsibility for the prevention and control of infection, as laid down in the Trust's policies and procedures which reflect the statutory requirements of the Hygiene Code.

- To work in close collaboration with the Infection Control Team.
- To ensure that monitoring of clinical practice is undertaken at the agreed frequency.
- To ensure that the ward environments are cleaned and maintained to the highest standards; ensuring that shortfalls are rectified or escalate as necessary.
- To ensure that all relevant monitoring data and issues are provided to the Directorate's Governance structures.
- To ensure that all staff are released to attend infection control-related educational sessions and staff with specialist roles, e.g., link practitioners, are released to undertake their duties.

Health and Safety at Work

The post holder is required to:

- Take reasonable care for the health and safety of himself/herself and other persons who may be affected by their actions or omissions at work.
- Co-operate with the employer in ensuring that all statutory and other requirements are complied with.

Confidentiality & Data Protection

The post holder has a responsibility to comply with the Data Protection Act and General Data Protection Regulation 2018 and maintain confidentiality of staff, patients and Trust business.

If you are required to process information, you should do so in a fair and lawful way, ensuring accuracy is maintained. You should hold information only for the specific registered purpose and not use or disclose it in any way incompatible with such a purpose.

You should disclose information only to authorised persons or organisations as instructed. Breaches of confidentiality in relation to information will result in disciplinary action, which may include dismissal. Employees are expected to comply with all Trust policies and procedures and to work in accordance with the Data Protection Act and General Data Protection Regulation 2018. For those posts where there is management or supervision of other staff it is the responsibility of that employee to ensure that their staff receive appropriate training (e.g., HISS induction, organising refresher sessions for staff when necessary).

Conflict of Interest

The Trust is responsible for ensuring that the services for patients in its care meet the highest standards. Equally, it is responsible for ensuring that staff do not abuse their official position, to gain or benefit themselves, their family or friends.

Equality and Diversity

The Trust values equality and diversity in employment and in the services we provide. It is committed to promoting equality and diversity in employment and

will keep under review our policies and procedures to ensure that the job-related needs of all staff working in the Trust are recognised.

The Trust aims to ensure that all job applicants, employees, or clients are treated fairly and valued equally regardless of sex, marital status, domestic circumstances, age, race, colour, disablement, ethnic or national origin, social background or employment status, sexual orientation, religion, beliefs, HIV status, gender reassignment, political affiliation or trade union membership. Selection for training and development and promotion will be based on the individual's ability to meet the requirements for the job.

You are responsible for ensuring that the Trust's policies, procedures, and obligation in respect of promoting equality and diversity are adhered to in relation to both staff and services.

Vulnerable Groups

To carry out responsibilities in such a way as to minimise risk of harm to children, young people, and vulnerable adults and to promote their welfare in accordance with the Children Act 2004, Working Together to Safeguard Children (2018) and the Care Act 2014

Smoke Free

The Trust implements a Smoke Free policy that applies to all staff. Staff are not allowed to smoke while wearing a recognisable Trust uniform or visible trust identification badge, and not allowed to smoke anywhere on hospital grounds. Staff are not allowed to take additional breaks to smoke. They may smoke during designated breaks but only out of uniform and off site. Staff contravening this policy may be subject to disciplinary procedures.

Standards of dress

All staff are expected to abide by the Trust's guidance on standards of dress.

This job description outlines the current main responsibilities of the post. However, the duties of the post may change and develop over time and may therefore be amended in consultation with the post holder.

Sustainability

The Trust places great importance on sustainable development, reducing their carbon footprint and maximising the positive social, economic, and environmental outcomes of Trust actions and activities. As an employee it will be your responsibility to minimise your environmental impact, use resources efficiently, saving energy by switching off unnecessary equipment, reducing waste generation, using recycling/redistribution facilities, minimising travel, and saving water when possible. If your role involves purchasing/ordering supplies, you must consider the environmental impacts and purchase optimal sustainable products and services.

Sustainability is integral to the Trust achieving the NHS Net Zero target. All staff are therefore expected to be aware of the Greener RFL & NHS agenda (via induction/ESR/other training) and actively encouraged/supported to implement new ways of working within their field of expertise that reduce harmful emissions and waste.

Pharmacy Services

The Pharmacy Services of the Royal Free London are constantly evolving to best meet the needs of patients and our healthcare colleagues and partners and this may lead to providing a full and comprehensive Pharmaceutical support over 7 days a week.

Location of work

The appointment is specifically not designated as being permanently in one place. The Trust reserves the right to require staff to work at such other places or locations as it considers reasonable and necessary on a temporary or more permanent basis

October 2023