

Job Description

Job Title	Foundation Pharmacist				
Grade (salary range plus any other allowances)	Band 6				
Base (Department/ward)	Rotational through pharmacy departments of the Oxford University Hospitals NHS Trust (John Radcliffe, Churchill, Horton and the Nuffield Orthopaedic Centre).				
Hours of work (incl weekend/OOH)	37.5 hours/ week including participation in late night and weekend rota.				
Details of special conditions	Permanent position subject to probation period in accordance with OUH policy.				
Directorate	Pharmacy and Sterile Services				
Responsible to	Education and Training Lead Pharmacist				
Accountable to	Director of Pharmacy and Sterile Services				
Number of colleagues reporting to you	0	1-2	3-5	5-8	9+
Overall size of team you lead	NA	1-10	10-25	25-100	100+
Collaborative Working with	<ul style="list-style-type: none"> • Clinical pharmacy directorate team • Ward based Technicians • Medical and Nursing Staff • Dispensary teams • Purchasing & Distribution (stores) team • Antimicrobial Stewardship team • Medicine Effectiveness team • Medicines Safety & Governance teams • Pharmacy Digital team 				

Job Summary:

This is an ideal development post for a newly qualified pharmacist or for a pharmacist wanting to take their first steps into a hospital pharmacy career.

The role offers the opportunity to apply your pharmaceutical knowledge across a variety of different specialties, continuing to build both your confidence and knowledge base through formal and informal learning. Typically, rotations are 6 months in duration, they span across sites and include both medical and surgical clinical specialties.

You will be responsible for managing your own workload and prioritizing ward based tasks to ensure

Main Tasks and Responsibilities

1. Complete a local induction programme including core training, and maintain core skills throughout employment.
2. Act as a role model for pharmacy within the Trust, demonstrating Pharmacy Professional Standards and our Trust values
3. Deliver compassionate excellence via a patient focused clinical pharmacy service, in accordance with national medicines optimisation principles and local clinical pharmacy procedures.
4. Analyse prescriptions, alongside technical resources, patient records and information from patient consults to form an opinion on the most appropriate course of action, communicate this in a way that supports shared decision making.
5. Participate in and promote antimicrobial stewardship activities.
6. Accurately and sensitively communicate medicines related information to a variety of healthcare professionals and patients including those with language difficulties, physical or mental disabilities.
7. Plan and organise your own workload in alignment with professional and organisational priorities.
8. Delegate and escalate appropriately.
9. Support compliance with medicines related legislative and regulatory requirements, including maintaining the security and quality of medicines stock.
10. Undertake Audits and Quality Improvement Projects to support our culture of continuous improvement.
11. Report and unexpected or untoward events via the Trusts incident reporting system.
12. Where relevant to a rotation complete training in clinical trials and support the supply of investigational medicinal products.
13. Undertake a program of study leading to a Postgraduate Clinical Diploma.
14. Support the training and mentoring of our trainee pharmacists and technicians, as well as colleagues who are new to the Trust.
15. Participate in unsociable hours weekend and bank holiday working according to the service needs.
16. Any other reasonable duties as requested by the Clinical Director of Pharmacy, or Associate Director of Pharmacy – Clinical Service.

Updated by: Divisional Lead Pharmacists, January 2023

Approved by: Associate Director of Pharmacy – Clinical Service, January 2023

General Conditions

Effort and Environment

- High levels of concentration may need to be maintained for extended period
- Precision and accuracy are essential in pharmacy professionals work.
- Physical effort may be necessary to stand for prolonged periods, move between departments, lifting & handling equipment or medicines.
- Emotional effort may be required to maintain a calm and compassionate disposition when dealing with distressed patients or relatives. Duties may on occasion be considered to be distressing and/or emotionally demanding.
- Volume of work may occasionally lead to feeling under pressure.
- There is potential for exposure to cytotoxic or cytostatic medicines and bodily fluids.

Risk Management

The management of risk is the responsibility of everyone and will be achieved within a progressive, honest and open environment.

Staff will be provided with the necessary education, training and support to enable them to meet this responsibility.

Staff should be familiar with the

- Major Incident Policy
- Fire Policy
- Information governance

and should make themselves familiar with the 'local response' plan and **their** role within that response.

Responsibilities for Health and Safety

The post holder is responsible for ensuring that all duties and responsibilities of this post are carried out in compliance with the Health & Safety at Work Act 1974, Statutory Regulations and Trust Policies and Procedures. This will be supported by the provision of training and specialist advice where required.

Infection Control

Infection Control is everyone's responsibility. All staff, both clinical and non-clinical, are required to adhere to the Trusts' Infection Prevention and Control Policies and make every effort to maintain high standards of infection control at all times thereby reducing the burden of Healthcare Associated Infections including MRSA.

All staff employed by OUH have the following key responsibilities:

- Staff must wash their hands or use alcohol gel on entry and exit from all clinical areas and/or between each patient contact.
- Staff members have a duty to attend mandatory infection control training provided for them by the Trust.

- Staff members who develop an infection (other than common colds and illness) that may be transmittable to patients have a duty to contact Occupational Health.

Child Protection

The post holder will endeavour at all times to uphold the rights of children and young people in accordance with the UN Convention Rights of the Child.

Safeguarding Children and Vulnerable Adults

The Trust is committed to safeguarding children and vulnerable adults throughout the organisation. As a member of the trust there is a duty to assist in protecting patients and their families from any form of harm when they are vulnerable.

Information Governance

All staff must complete annual information governance training. If you have a Trust email account this can be completed on-line, otherwise you must attend a classroom session. For further details, go to the Information Governance intranet site.

Data Quality

Data quality is a vital element of every member of staff's job role. Oxford University Hospitals recognises the importance of information in the provision of patient care and in reporting on its performance. Data quality is therefore crucial in ensuring complete, timely and accurate information is available in support of patient care, clinical governance, performance management, service planning, and financial and resource planning and performance.

All staff should ensure that they have read and understood the Trust's Data Quality Policy.