

# Senior Rotational Clinical Pharmacist Band 7

The Hillingdon Hospital Pharmacy Department



## 1. About the Trust

### Our organisation

The Hillingdon Hospitals NHS Foundation Trust is the only acute hospital in the London Borough of Hillingdon and offers a wide range of services including accident and emergency, inpatient care, day surgery, outpatient clinics and maternity services. The Trust's services at Mount Vernon Hospital include routine day surgery, delivered at a modern treatment centre, a minor injuries unit and outpatient clinics.



The safety and well-being of our patients and of our staff is paramount and we are making urgent improvements to address this – particularly in infection prevention and control. We are making progress and going forward by working in partnership with local GPs, charities, community services, academic partners, our local authority, neighbouring hospitals and the wider North West London Integrated care system, and ensuring that we listen and work in partnership with our local population. We are absolutely focused on ensuring that our hospitals provide high quality, safe and compassionate care, while drive forward the building of the new Hillingdon Hospital.

We have over 3,500 members of staff that are proud to care for nearly half a million people, with a vision to be an outstanding provider of healthcare through leading health and academic partnerships, transforming services, to provide the best care where needed.

Our staff are real superstars; how they have responded to the challenge of the COVID-19 pandemic was amazing and reflects our values - which guide our decisions, our teamwork, how we support our people and how we deliver our patient care. The values form the mnemonic CARES:

**Communication**

**Attitude**

**Responsibility**

**Equity**

**Safety**



Our patients are at the heart of everything we do and our mission is to provide high quality, safe and compassionate care, improving the health and wellbeing of all the people we serve. In addition to our Estates, Clinical, Workforce, Digital, Communications and Engagement strategies, our strategic objectives this year are focused on Quality, Workforce, Performance, Money, Well-Led and Partnership Working.

## 2. Role profile: Job description & Person specification

<b>Job title</b>	Senior Clinical Pharmacist (Rotational)
<b>Salary scale</b>	Band 7
<b>Division</b>	Unplanned Care
<b>Responsible to</b>	Pharmacist Team Leader
<b>Accountable to</b>	Principal Pharmacist
<b>Type of contract</b>	Permanent
<b>Hours per week</b>	37.5
<b>Location</b>	Hillingdon Hospital

### **Job Summary**

The post holder will be an experienced pharmacist who will, within the structured senior pharmacist rotation, undertake departmental as well as ward-based duties. He/she will

1. Ensure compliance with medicines legislation
2. Provide medication to patients in a safe and legal manner
3. Work independently but be able to discuss issues with peer group and senior colleagues.
4. Be the lead pharmacist within the clinical speciality on rotation
5. Actively participate in the delivery of the clinical pharmacy service and medicines management initiatives within the speciality and the Trust.
6. Assist in the planning and development of these services within the speciality and in the provision of financial reports to the Divisions.
7. Professionally and managerially support to the Pharmacist Team Leader.
8. Be competent in and participate in any aspect of the Pharmacy service, be it ward or department based.

### **Main Tasks and Responsibilities**

#### **Professional**

To provide a clinically orientated pharmacy service to specialist areas and/or patients with complex medical and pharmaceutical needs. This will involve

- critically evaluating prescriptions and interpreting patient information (patient notes, observation charts, laboratory results and medicines) to ensure that prescribed treatment is safe, effective and appropriate for the patient.
- communicating information to consultants, junior doctors, nursing staff, pharmacists and all other health care professionals, providing advice on doses, side-effects, interactions and how to give medicines.
- counselling patients, relatives and carers about medication, checking their understanding of information and being mindful of physical and language barriers
- promoting cost-effective prescribing by encouraging and supporting compliance with the formulary and by advising medical, nursing and other healthcare professionals, in line with Trust, local and national policies and procedures

- To dispense/supply medicines safely and legally for all patients.
- To respond appropriately to requests for information on medicines from patients and/or their representatives to promote understanding of medicines to ensure compliance and concordance.
- To respond appropriately to requests from all levels of medical and nursing staff and other healthcare professionals for information and advice about the selection and use of drug therapy and to promote the cost-effective use of drugs.
- To plan and prioritise work so as to meet agreed deadlines for completion of duties
- To assist in the proposal, preparation and maintenance of written policies and procedures, where appropriate.
- To provide a comprehensive clinical pharmacy service to the allocated wards and departments to ensure optimum and safe prescribing and drug administration.
- To identify adverse drug reactions and potential defective medicines and to report these according to local and national guidelines.
- To undertake stock list reviews on a regular basis in liaison with the ward or department managers/lead nurses and appropriate pharmacy staff.
- To participate in peer group networks in consultation with the Team Leader/Senior Pharmacist and report back appropriately.
- To act as a role model in promoting good professional practice.
- To provide clinical support to medical and nursing staff in the absence of other senior pharmacy staff.
- To keep a record of interventions/contributions to care as directed by the Pharmacist Team Leader/Principal Pharmacist.
- To undertake Continuing Professional Development and training.

### **Service Provision**

- To cover departmental based pharmacy services including pharmaceutical production, Medicines information, drug purchase, supply and stock control when required.
- To understand the system behind the collection of prescription charges and its exemptions and to collect and deal with the payment as appropriate
- To ensure all activities undertaken contribute, wherever possible, to an accurate patient record, electronic or paper.
- To assist the Pharmacist Team Leader/Principal Pharmacist in the management of staff and resources to ensure the provision of an effective and efficient pharmaceutical service to the Trust.
- To plan, organise and participate in audit and project work as dictated by service needs.
- To participate in clinical trials and research where appropriate
- To provide supervision and in-service training for Rotational and Pre-registration pharmacists, technicians and other pharmacy staff.
- To participate in the formal service needs training for pharmacists, pharmacy technicians, pharmacy assistants and other pharmacy staff in the capacity of tutor or mentor. To attend and participate in multidisciplinary meetings and ward rounds where required.



- To assist the Team Leader in the provision and interpretation of information relating to service delivery, drug utilisation and expenditure within the speciality and/or Division.
- To ensure safe systems of work in line with current Health and Safety policies.
- To apply Risk Management principles to the practice of Pharmacy, support the department's Risk Management strategy and actively manage risk in the specialist area.
- To investigate untoward drug incidents within the specialist area of practice.
- To observe local policies and procedures and feedback deviations from them to senior pharmacy staff.
- To cover the absence of the Pharmacist Team Leader when requested and deputise when required.
- To liaise with other senior Pharmacy staff in promoting the efficient use of staff.
- To attend and participate in Pharmacy department and peer review meetings.
- To participate in the staff appraisal system and undertake appraisal of staff as directed by the Principal Pharmacist.
- To act as an Ambassador for Pharmacy in the course of your duties.
- To participate in the Emergency Duty Commitment.
- To participate in extended hours/flexible working as required by the service, including Saturdays, Sundays and Bank Holidays.
- To carry out any other duties as reasonably assigned by the Chief Pharmacist.

## **Additional Information**

### **Confidentiality**

The post holder is required not to disclose such information, particularly that relation to patients and staff. All employees are subject to the Data Protection Act 1998 and must not only maintain strict confidentiality in respect of patient and staff records, but the accuracy and integrity of the information contained within. The post holder must not at any time use personal data held by the Trust for any unauthorised purpose or disclosure such as data to a third party. You must not make any disclosure to any unauthorised person or use any confidential information relating to the business affairs of the Trust, unless expressly authorised to do so by the Trust.

### **Health and Safety**

The post holder must co-operate with management in discharging responsibilities under Health and Safety at Work Act 1974 and take reasonable care for his or her own health and safety, and that of others. The post holder must also ensure the agreed safety procedures are carried out to maintain a safe environment for patients, employees and visitors.

### **Equal Opportunities**

The post holder is required at all times to carry out responsibilities with due regard to the Trust's Equal Opportunities Policy and to ensure that staff receive equal treatment throughout their employment with the Trust.

### **Risk Management**

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

### **Infection Control**

It is the responsibility of all staff to recognise their role in maintaining a safe environment for patients, visitors and staff to minimise the risk of avoidable Healthcare Associated Infection. Employees are responsible for ensuring that they are fully aware of the Trust's Infection Prevention and Control policies and the post holder will undertake infection control training on an annual basis.

### **Safeguarding**

The Hillingdon Hospital NHS Trust is committed to and has a duty to make arrangements to safeguard and promote the welfare of children, young people and vulnerable adults (Children Act, 1989 and 2004; Safeguarding Vulnerable Groups Act, 2006). Staff groups will have different training needs to fulfil their duties, depending on their degree of contact with children, young people and vulnerable adults and on their level of responsibility. Each employee has a responsibility to

co-operate with their manager in attending the relevant training and to adhere to safeguarding legislation, local policy and processes.

### **Conflict of Interests**

You may not without the consent of the Trust engage in any outside employment and in accordance with the Trust's Conflict of Interest Policy you must declare to your manager all private interests, which could potentially result in personal gain as a consequence of your employment position in the Trust. Interests that might appear to be in conflict should also be declared.

In addition the NHS Code of Conduct and Standards of Business conduct for NHS staff (HSG 93/5) requires you to declare all situations where you or a close relative or associate has a controlling interest in a business (such as a private company, public organisation or other NHS voluntary organisation), or in any activity which may compete for any NHS contracts to supply goods or services to the Trust. You must therefore register such interests with the Trust, either on appointment or subsequently whenever such interests are gained. You should not engage in such interests without the written consent of the Trust, which will not be unreasonably withheld. It is your responsibility to ensure that you are not placed in a position, which may give rise to a conflict between your private patient's interest and you NHS duties.

### **Code of Conduct for Professional Group**

All pharmacists are required to work in accordance with the General Pharmaceutical Council's (GPhC) professional code of conduct.

Evidence for suitability in the role will be measured via a mixture of application form, testing and interview.

Essential: E Desirable: D

<b>Education and Qualifications</b>	
<b>MPharm or equivalent.</b>	E
<b>Registration as a Pharmacist General Pharmaceutical Council.</b>	E
<b>Member of the Royal Pharmaceutical Society</b>	E
<b>Holds a post graduate certificate/diploma/MSC qualification in clinical pharmacy/pharmacy practice.</b>	E

<b>Experience</b>	
<b>Minimum 3 years recent UK experience of pharmacy practice</b>	E
<b>Minimum 2 years recent post registration experience of hospital pharmacy practice with balanced hospital pharmacy rotation</b>	E
<b>Pharmacology and Therapeutics</b>	E
<b>Understanding of developments in Pharmacy practice and service delivery within the NHS</b>	

<b>Skills, knowledge and abilities</b>	
<b>Literate/ Numerate</b>	E
<b>Good command of English language</b>	E
<b>IT Skills</b>	E
<b>Good communication skills (verbal and written) including formal presentations and reports</b>	E
<b>Ability to tailor communications to the needs of the recipient be they patient, ward based nursing staff or consultants</b>	E
<b>Ability to concentrate in pressurised circumstances</b>	E
<b>Ability to plan work to agreed deadlines</b>	E
<b>Good team player</b>	E
<b>Good interpersonal skills</b>	E
<b>Able to work in a multi-disciplinary team</b>	E
<b>Able to supervise and train staff</b>	E
<b>Good manual dexterity</b>	E
<b>Leadership skills</b>	E
<b>Problem solving skills</b>	E
<b>Decision making skills</b>	E
<b>Ability to work without direct supervision</b>	E

<b>Personal qualities</b>	
<b>Commitment to patient care</b>	E
<b>Demonstrates organisational commitment</b>	E



<b>Good Timekeeper</b>	E
<b>Reliable</b>	E
<b>Commitment to CPD</b>	E
<b>Ability to cover out of hours duties.</b>	E

### 3. Advertisement