

Job Description

1. Job Details

Job Title:	Specialist Mental Health Pharmacist
Reports to:	Advanced Mental Health Pharmacist
Accountable to: Pharmacist	Deputy Chief Pharmacist or Education and Training
Band:	AFC Band 6/7 + EDC
Main Location:	Radbourne Unit or Kingsway site
Date:	July 2022

2. Job Summary

Participate in the pharmacy department's provision of safe, effective and responsive clinical and pharmaceutical supply services to Derbyshire Healthcare NHS Foundation Trust and any contracted services.

Provide specialist pharmacy advice and services to trust staff, patients and carers, in order to promote evidence-based prescribing and use, informed choices and safe practice, in line with policies, procedures and clinical guidelines.

Contribute to the development of the pharmacy department and its workforce.

This post is rotational and will involve working with different clinical teams within the department in order to gain a wide range of knowledge and experience. This will mean some time working at other bases away from the main location.

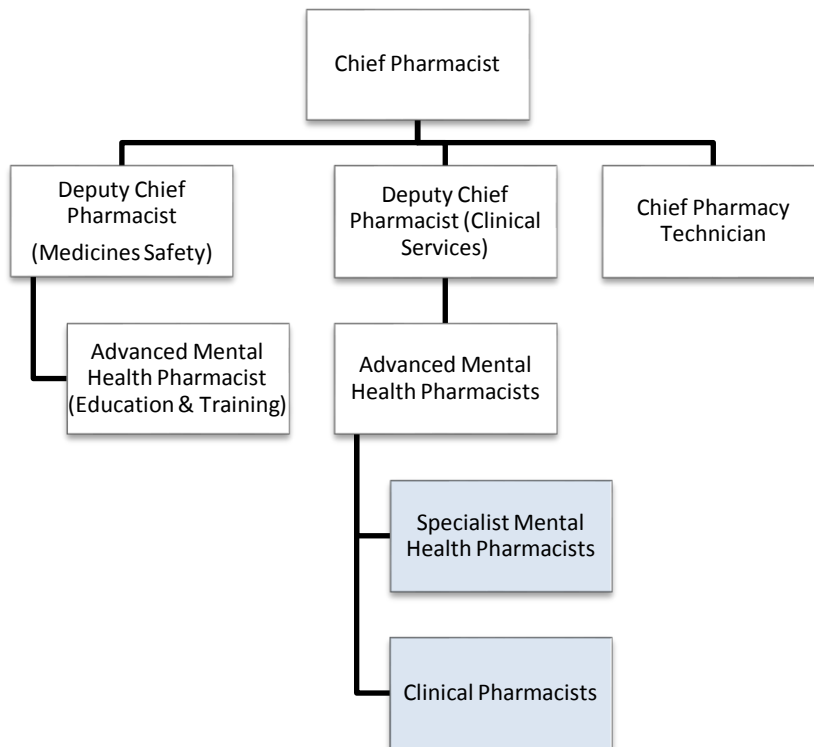
3. Dimensions (Financial responsibility)

Responsibility for encouraging cost-effective prescribing of medicines.

Responsibility for identifying causes of waste of pharmaceutical products

Responsibility for security of pharmacy stock, equipment and premises

4. Organisation Chart



A full management structure diagram is available on request

5. Knowledge, Skills And Experience

For Bands 6 and 7

- BSc, BPharm or MSC in Pharmacy
- Registered as a pharmacist with the General Pharmaceutical Council
- Recent post-registration experience of working as a pharmacist
- Demonstrate excellent listening, motivational, negotiation and diplomacy skills
- Able to travel as required to fulfil the responsibilities of the role

Additional for Band 7

- Demonstrate pharmaceutical knowledge of specialist mental health medicines
- Post-graduate psychiatric pharmacy diploma, or equivalent experience
- Demonstrate the application of critical evaluation skills to review academic literature in the context of specialist practice

- Demonstrate a high level of professional autonomy and effective judgement, prioritisation and decision-making
- Non-medical prescribing qualification (or willing to work towards)

6. Key result areas

Professional and personal requirements

For Bands 6 and 7

Undertake and record continuing professional development to support continued professional registration.

Comply with the Standards of Conduct, Ethics and Performance mandated by the General Pharmaceutical Council.

Comply with Trust policies and undertake all mandatory training as required by the Trust Undertake all training required by the department in order to fulfil the competency requirements of this job description including the use of specific electronic systems.

Comply with departmental procedures and standards.

Participate in the Trust processes for annual appraisal and management supervision, delivering personal objectives as agreed.

Be accountable for own professional actions and managing own workload.

Project a professional attitude and appearance within and outside the department.

Develop and maintain good working relationships with colleagues, including participation in collaborative working with other professions/organisations as requested.

Demonstrate effective role model behaviour and mentorship.

Participate in clinical supervision within the pharmacy department including the documentation and recording of group supervision sessions.

Participate in the routine work of the department including dispensary duties and the supply of medicines for clinical trials.

Participate in the pharmacist rotas for Bank Holidays, out-of-hours ("on-call"), early/late cover and extra duties in accordance with contracted terms and conditions.

Seek advice from more senior pharmacy staff when own knowledge is insufficient to respond adequately to a situation.

Additional for Band 7

Provide clinical supervision to colleagues

Clinical

For Band 6 and 7

Take local responsibility for pharmacist services to clinical areas in line with rotas, including responsibility for pharmaceutical stock held in that area. Review any relevant stock lists regularly taking into consideration usage, service resilience, overall costs and prescribing trends.

Provide pharmacist cover to other clinical areas as required.

Review prescriptions and information relating to individual patients and provide relevant advice about medicines, possible side-effects, dosages, administration, supply, storage and destruction.

Contribute to multi-disciplinary working within the allocated clinical area including participation in meetings, influencing the formulation and review of treatment plans and ensuring safe and effective pharmaceutical treatment appropriate for the individuals or groups. Promote best practice in medicines management, medicines optimisation and evidence-based prescribing. Contribute to pharmaceutical aspects of care planning when patients are discharged or move between services.

Make pharmaceutical interventions and maintain records of interventions made in accordance with departmental requirements.

Liaise with families, carers and General Practitioners with regards to medicines reconciliation on admission to inpatient or equivalent care, compiling medication histories and advising on pharmaceutical care.

Work closely with medicines-management technicians and other members of the pharmacy team to identify, prioritise and resolve pharmaceutical problems and to communicate relevant issues to the multi-disciplinary or management teams.

Supervise the work of pharmacy staff in clinical areas to ensure that medicines reconciliation, medicines ordering and discharge medication processes have been completed accurately, without undue delay and in compliance with relevant legislation, policies and procedures.

Maintain patient records relating to medicines management, where directly involved in the patient's care.

Maintain records of clinical activity, using departmental systems.

Propose changes or enhancements to the pharmaceutical service and systems in response to altered activity patterns, service user needs or other changes.

Support clinical wards / unit / teams to ensure compliance with Trust and National Medicines Management standards

Additional for Band 7

Provide specialist psychiatric medicines-related advice to healthcare professionals, including the completion of detailed medication histories; with interpretation, comparison of options and recommendations for treatment and/or monitoring.

Review new medicines and new indications for existing medicines as directed by senior pharmacy staff, thus contributing to the work of the Trust's Medicine Management Committee and other Trust groups / Committees.

Contribute to the department's development and review of medicines-related policies and guidelines when requested, or proactively where concerns are noted.

Non-medical prescribing

For Band 7 only

Where qualified and as required by the pharmacy department / Trust, work as a non-medical prescriber within parameters agreed with a senior medical or non-medical prescriber, in line with the Pharmacy Strategy and New Ways of Working within the Trust.

Audit and Quality Assurance

Band 6

Participate in audit of pharmacy activity or medicines management / clinical audit as requested by senior pharmacy staff.

Band 7

Develop, participate in, evaluate and present audit of pharmacy activity or medicines management / clinical audit as requested by senior pharmacy staff.

Education

For Bands 6 and 7

Contribute to the assessment of colleagues as part of a training plan (e.g. for accredited checking technicians)

Contribute to induction training for staff internal and external to the pharmacy department.

Additional for Band 7

Develop and deliver medicines education sessions to patients and carers, to healthcare professionals or to pharmacy colleagues, as required by the Trust or department and in conjunction with the Lead Pharmacist for Training and Development. Support the evaluation of any training provided.

Provide specialist verbal and written information about medicines to service users, carers and healthcare professionals, where appropriate to support informed choices about treatment.

Medicines Supply

For bands 6 and 7

Order medication for a clinical area in the absence of the pharmacy technician and where the need for the medication is urgent.

When supplying medicines ensure compliance with the requirements of medicines legislation.

Risk-assess the supply of medication for compliance with departmental policy, local formulary and safety or monitoring requirements. Take appropriate action where risk is identified.

Accurately dispense, assemble and issue medication, including Controlled Drugs and extemporaneous products as a result of urgent out-of-hours requests.

Check the work of pharmacy staff to ensure that the dispensing process has been completed accurately and in compliance with the policies and procedures of the pharmacy department.

Maintain up-to-date evidence of completing Good Clinical Practice training and contribute to checking the dispensing of clinical trial medication by the pharmacy department.

Health and safety

For band 6 and 7

Comply with Health and Safety legislation and local policies and take responsibility for raising concerns about hazards and risks in the working environment and for reporting accidents and untoward incidents.

The post-holder must not, by act or omission, wilfully endanger themselves or others while at work.

Maintain the security of the pharmacy department and of medicines in clinical areas by complying with departmental and Trust procedures.

Ensure own safety by adhering to the Trust's Lone Worker Policy such as if visiting patient's homes.

Leadership and management

For band 6 and 7

Comply with the supervisee requirements for management supervision as specified in the Trust's Supervision Policy and Procedure.

Act as a role model and mentor to colleagues including participation in departmental induction for staff joining the department and people on short-term placements within the department.

Additional for Band 7

Deputise for advanced mental health pharmacists in accordance with departmental needs. This may include attendance at Divisional meetings.

Attend external meetings (including conferences) as required, in order to share good practice, present audit / research / service development work and raise the profile of the department and Trust.

The following apply to all staff employed by Derbyshire Healthcare NHS Foundation Trust

Values

As an employee of Derbyshire Healthcare NHS Foundation Trust you are required to adhere to the Trust's vision and values. The Trust's vision is:

“To make a positive difference in people's lives by improving health and wellbeing”

The Trust values are:

People first – we put our patients and colleagues at the centre of everything we do.

Respect – we respect and value the diversity of our patients, colleagues and partners and support a respectful and inclusive environment.

Honesty – We are open and transparent in all we do.

Do your best – we work closely with our partners to achieve the best possible outcomes for people

Safeguarding

Safeguarding – The action we take to promote the welfare of children and vulnerable adults and protect them from harm

SAFEGUARDING CHILDREN & VULNERABLE ADULTS IS EVERYONE'S RESPONSIBILITY

All staff working within Derbyshire Healthcare NHS Foundation Trust who come into contact with children, young people and/or their families/carers, including those who are non-clinical and those who work predominantly with adults has a duty within their role and responsibility to ensure that they understand what is required of them as an individual and as part of the wider organisation in order to keep children and vulnerable adults safe.

Information Governance

The Derbyshire Healthcare NHS Foundation Trust requires its staff to comply with Information Governance related standards and policies at all times when dealing with confidential

information, which includes any information relating to the business of the Trust and its service users and employees.

All NHS employees are bound by a duty of confidentiality and must conduct their duties in line with the NHS Confidentiality Code of Practice, Data Protection Act and Freedom of Information Act.

Post-holders must maintain high standards of quality in corporate and clinical record keeping, ensuring information is always recorded accurately and kept up-to-date. The post holder must only access information, whether paper, electronic or in other media, which is authorised to them as part of their duties.

All information obtained or held during the post-holder's period of employment that relates to the business of the Trust and its service users and employees will remain the property of the Trust. Information may be subject to disclosure under legislation at the Trust's discretion and in-line with national rules on exemption.

Any breach of confidentiality or computer misuse could lead to disciplinary action, and in serious cases could result in dismissal. Breaches after the post-holder's employment has ended could result in the Trust taking legal action against them.

Post-holders must ensure that they are aware of their responsibilities by attending the Trust's Mandatory Training and Induction programme.

Infection Control

All staff have a responsibility to appraise themselves of how the prevention of the spread of infection relates to their role. They have a responsibility to ensure they are aware of Trust policies and procedures in relation to infection prevention and control, and ensure that they comply with them in fulfilling their role.

Other Duties

Undertake any other reasonable duties as requested by the Chief Pharmacist and Pharmacy Leadership Team. As the pharmacy service is a developing one, this job description is intended as an outline of the duties and responsibilities of the post and may change in light of the changing needs of the organisation. It will be reviewed periodically in consultation with the post-holder.

7. Communications And Working Relationships

INTERNAL

Bands 6 and 7

- Pharmacy team
- Clinical teams

Additional for Band 7

EXTERNAL

Bands 6 and 7

- Healthcare staff
- Carers
- Families
- Voluntary sector

- Trust managers and corporate staff

8. Most Challenging Part Of Your Job

For Bands 6 and 7

Maintaining sound pharmaceutical decision making and judgement with a focus on safety in an environment that can be fast-paced and clinically demanding

Influencing prescribers to work within the boundaries of the evidence-base and economic considerations, while maintaining working relationships with the clinical team and providing effective and safe treatment options for patients.

Planning and prioritising tasks where workload is varied and unpredictable and where demands are often made at short notice.

Providing information about medicines in the most appropriate way to patients / carers, supporting them to make informed choices about their treatment.

Maintaining concentration in environments where there are multiple distractions.

Additional for Band 7

To challenge practice that falls short of expectations.

To demonstrate leadership and adhere to the principles of safety and evidence-based treatment when there are conflicting demands and pressure.

To assimilate complex information within a limited time frame and apply current and best evidence to contribute to the delivery of effective, safe and cost-effective treatment to patients.

To maintain a holistic view of patient care that considers the influence of policy, evidence, risk management and the contribution of other disciplines; while ensuring optimum pharmaceutical care of the person.

Offering timely and appropriate clinical advice and opinion on medication use in difficult and dynamic situations where there may be an absence of evidence or information; or where this is conflicting.

9. Job Description Agreement

Job Holder's Signature..... Date.....

Senior Officer/Head of Department's

Signature..... Date.....

Title:.....

Job Description Additional Information Appendix A

The following additional elements are not fully covered in the current job descriptions.
Please complete one and attach to your up-dated job description.

Job Title:	Specialist Mental Health Pharmacist
Location:	Radbourne Unit or Kingsway site
Reports to:	Advanced Mental Health Pharmacist
Accountable to:	Deputy Chief Pharmacist or Education and Training Pharmacist
Physical Effort	
<ul style="list-style-type: none"> Frequent requirement for sitting in a restricted position for a considerable part of the day Some light lifting may be required 	
Mental Effort	
<ul style="list-style-type: none"> Frequent and maintained concentration when reviewing prescriptions, assessing and monitoring medicines treatment and when dealing with complex data manipulation in spite of frequent interruptions 	
Emotional Effort	
<ul style="list-style-type: none"> Exposure to distressing or emotional circumstances when performing patient-related duties 	
Working Conditions	
<ul style="list-style-type: none"> Exposure to distressing or emotional circumstances when performing patient-related duties Occasional exposure to verbal and physical aggression from patients and potential risk of physical assault by patients Extended periods of time spent sitting and using display screen equipment Extended periods of time spent standing 	
Job Appendix Agreed Job Holders Signature, ----- Date ----- Senior Officer/ Head of Department Signature, ----- Date -----	

PERSON SPECIFICATION

Job title: Specialist Mental Health Pharmacist **Grade:** AFC Band 6/7

Directorate: Corporate **Hours:** 37.5

Area	Essential	Desirable
Attainment/Qualifications	Bands 6 and 7 <ul style="list-style-type: none"> BSc, BPharm or MSC in pharmacy Registered as a pharmacist with the General Pharmaceutical Council Evidence of Continuous Professional Development Band 7 <ul style="list-style-type: none"> Post-graduate diploma in mental health pharmacy or equivalent experience 	<ul style="list-style-type: none"> Post-graduate qualification in clinical pharmacy Non-medical prescribing qualification
Skills	Bands 6 and 7 <ul style="list-style-type: none"> Able to accurately interpret, record and recall information Demonstrate excellent listening, motivational, negotiation and diplomacy skills Able to work to a high level of accuracy in professional assessment of prescriptions and interpretation of information Demonstrates ability to work within a team, to support individuals and the pharmacy service Able to adapt to change in working practice and able to respond to changing situations Band 7 <ul style="list-style-type: none"> Demonstrates the application of critical evaluation skills to review academic literature in the context of specialist practice. Demonstrates a high level of professional autonomy and effective judgement, prioritisation and decision making Able to discuss options and negotiate alternatives with other healthcare professionals to provide best available pharmacotherapy to individual patients Show good communication skills, with 	<ul style="list-style-type: none"> Show competence in using the following computer programs: <ul style="list-style-type: none"> MS Word MS Excel MS Powerpoint MS Outlook Show competence in using web-based resources Competence in using the ASCRibe pharmacy system

	the ability to provide relevant pharmaceutical information to all levels of healthcare staff, patients and carers	
Knowledge/ Experience	Bands 6 and 7 <ul style="list-style-type: none"> Recent post-registration experience of working as a pharmacist Experience of working under pressure and to tight deadlines Band 7 <ul style="list-style-type: none"> Experience of working as a pharmacist in a hospital and/or mental health setting 	
Values	<ul style="list-style-type: none"> <i>Respectful and build Trust</i> <i>Compassionate</i> <i>Be responsive, listen and positive</i> <i>Dignity</i> <i>Value & support other people</i> <i>Engage and Encourage</i> <i>Value learning and innovation</i> 	
Contractual requirements	<ul style="list-style-type: none"> Flexibility to work/cover at other sites to support the needs of the service Able to work weekends, Bank Holidays and on-call (Trust-wide) as per contract Able to travel between sites including outside normal working hours 	