**PCN Clinical Pharmacist Job Description**

Reports to: Clinical Director and Practice Prescribing Leads

Job Summary

The pharmacist will act within their professional boundaries, supporting and working with the practices within the North Watford PCN to ensure safe, effective and quality medicines management and quality care to patients.

The clinical pharmacist will be supported, managed and developed by the Clinical Director and prescribing leads at each practice.

The Clinical Pharmacist will be required to work at all three practices within the North Watford PCN. A rota will be provided on a monthly basis.

The Clinical Pharmacist will work as part of a multi-disciplinary team and part of the role will be patient facing as required and decided by the individual practices.

The Clinical Pharmacist will support the practices with clinical leadership on medicines management and optimization, quality improvement and meeting guidelines and targets set by the local and direct enhanced services and the quality outcome framework.

Aims:

* Support GP’s with medicine management to reduce their workload
* Monitor and improve safety and quality of prescribed medicines
* Provide quality support to the patients of the North Watford PCN team for medicine management

The Clinical Pharmacist will:

* Provide support to the practices with regards to medication and prescription queries
* Provide support in regards to the repeat prescription process whilst addressing both the medical and social needs of the patient
* Support the practices in chronic disease management, medication reviews to include proactively managing patients with complex polypharmacy
* Be actively involved in the management of patients with long term conditions
* Mange the medication reviews and safe and effective prescribing in care homes
* Provide both patient facing and telephone support to patients with queries and concerns regarding their medication
* Implement changes required regarding MHRA Alerts and local and national guidance
* Providing advice and recommendations on shared care, NICE guidance and RAG lists
* Manage common and minor ailments whilst working within the limits of their capability
* Manage discharge summaries from hospitals and community services
* Proactively complete audits to identify risks and implement changes to reduce risks and promote safe practice and quality care
* Be proactive in service development locally and in line with national campaigns
* Cascading learning and training to the Practices as required
* Ensure the Practices are compliant with CQC standards regarding medicines management and prescribing
* Support the Practices in creating effective and safe medicines management and prescribing policies and protocols

**Collaborative Working Relationships**

* Recognises the roles of other colleagues within the organisation and their role to patient care
* Demonstrates use of appropriate communication to gain the co-operation of relevant stakeholders (including patients, senior and peer colleagues, and other professionals, other NHS/private organisations e.g. CCGs)
* Demonstrates ability to work as a member of a team
* Is able to recognise personal limitations and refer to more appropriate colleague(s) when necessary
* Actively work toward developing and maintaining effective working relationships both within and outside the practice and locality
* Foster and maintain strong links with all services across locality
* Explores the potential for collaborative working and takes opportunities to initiate and sustain such relationships
* Demonstrates ability to integrate general practice with community and hospital pharmacy teams
* Liaises with CCG colleagues including CCG Pharmacists on prescribing related matters to ensure consistency of patient care and benefit
* Liaises with CCG pharmacists and Heads of Medicines Management/ Optimisation to benefit from peer support
* Liaises with other stakeholders as needed for the collective benefit of patients including but not limited to:
  + Patients
  + GPs, nurses and other practice staff
  + Other healthcare professionals including CCG pharmacists, pharmacy technicians, optometrists, dentists, health and social care teams and dieticians etc.
  + Locality / GP prescribing lead
  + Locality managers
  + Community nurses and other allied health professionals
  + Community and hospital pharmacy teams
  + Hospital staff with responsibilities for prescribing and medicines optimisation

**Knowledge, Skills and Experience Required**

* Completion of an undergraduate degree in pharmacy and registration with the General Pharmaceutical Council
* Minimum of 2 years’ experience as a pharmacist, demonstrated within a practice portfolio
* Have experience and an awareness of common acute and long-term conditions that are likely to be seen in general practice
* May hold or be working towards an independent prescribing qualification. Recognises priorities when problem-solving and identifies deviations from normal pattern and is able to refer to seniors or GPs when appropriate
* Able to follow legal, ethical, professional and organisational policies/procedures and codes of conduct
* Involves patients in decisions about prescribed medicines and supporting adherence as per NICE guidelines.

**Leadership:**

* Demonstrate understanding of the pharmacy role in governance and is able to implement this appropriately within the workplace
* Demonstrate understanding of, and contributes to, the workplace vision
* Engages with Patient Participation Groups (PPGs) and involves PPGs in development of the role and practices
* Demonstrates ability to improve quality within limitations of service
* Reviews yearly progress and develops clear plans to achieve results within priorities set by others.
* Demonstrate ability to motivate self to achieve goals
* Promotes diversity and equality in people management techniques and leads by example

**Management:**

* Demonstrate understanding of the implications of national priorities for the team and/or service
* Demonstrate understanding of the process for effective resource utilisation
* Demonstrate understanding of, and conforms to, relevant standards of practice
* Demonstrates ability to identify and resolve risk management issues according to policy/protocol
* Follows professional and organisational policies/procedures relating to performance management
* Demonstrate ability to extend boundaries of service delivery within the team

**Education, Training and Development:**

* Understands and demonstrates the characteristics of a role model to members in the team and/or service
* Demonstrates understanding of the mentorship process
* Demonstrates ability to conduct teaching and assessment effectively according to a learning plan with supervision from more experience colleague
* Demonstrates self-development through continuous professional development activity; working alongside senior clinical pharmacist to identifying areas to develop participates in the delivery of formal education programmes
* Demonstrates an understanding of current educational policies relevant to working areas of practice and keeps up to date with relevant clinical practice
* Ensures appropriate clinical supervision is in place to support development
* Enrolled into review and appraisal systems within the North Watford PCN

**Research and Evaluation:**

* Demonstrates ability to critically evaluate and review literature
* Demonstrates ability to identify where there is a gap in the evidence base to support the North Watford PCN
* Demonstrates ability to generate evidence suitable for presentations at practice and local level
* Demonstrates ability to apply research evidence base into working place
* Demonstrates understanding of principles of research governance

**Health and Safety/Risk Management**

* The post-holder must comply at all times with the Practice’s Health and Safety policies, in particular by following agreed safe working procedures and reporting incidents using the organisations Incident Reporting System
* The post-holder will comply with the Data Protection Act (1984) and the Access to Health Records Act (1990)

**Equality and Diversity**

* The post-holder must co-operate with all policies and procedures designed to ensure equality of employment. Co-workers, patients and visitors must be treated equally irrespective of gender, ethnic origin, age, disability, sexual orientation, religion etc

**Respect for Patient Confidentiality**

* The post-holder should respect patient confidentiality at all times and not divulge patient information unless sanctioned by the requirements of the role

NB - This job description is open to review and change, to take in to account current legislation, government initiatives and the changing needs of the North Watford PCN.

The job description is intended as a guide to the responsibilities of the Clinical Pharmacist but is not exhaustive. The Clinical Pharmacist should be prepared to take on other tasks, as appropriate and within their competency to align with the needs of the North Watford PCN.

# **Disclosure and Barring Service Check**

This post is subject to the Rehabilitation of Offenders Act (Exceptions Order) 1975 and as such it will be necessary for a submission for Disclosure to be made to the Disclosure and Barring Service (formerly known as CRB) to check for any previous criminal convictions.