Job Description

|  |  |
| --- | --- |
| **Job title:** | Clinical Pharmacist Improving Access Services |
| **Salary:** | £33 per hour  |
| **Accountable to:** | IAS Clinical Lead  |
| **Location:** | Multiple Hub Sites – will be confirmed in appointment letter  |

**About us and our culture**

We are a not-for profit, social enterprise, membership organisation delivering NHS services. Our members are local GPs, practice managers, practice nurses and our own staff.

**We believe these things to be true**

* Care is something we can choose to show for ourselves and each other at any time. Care is not exclusive to an appointment or a medical intervention
* We have a right to take control of our lives
* It takes courage to step forward and effect change. The capacity to lead is within us all
* Every interaction can be powerful if we choose to engage consciously. We know the ripples from these movements can go on to create profoundly positive change
* True care is a way of living that creates meaning between us all

**Our Purpose in the World**

Care Unbound. To create more possibilities for care in every moment.

**How we work in service of our purpose**

* We strengthen our capacity to care for ourselves and each other
* We recognise each opportunity to help people make meaningful choices
* We encourage ourselves to be guided by our values in the work we do every day
* We develop the capacity for leadership in ourselves and with all those we engage with
* We make improvements quickly where we recognise the opportunity, rather than waiting for perfect solutions
* We bring together the right people organisations and ways of working to create true partnerships

We believe in enabling people to take control of their health care journeys – we help to change the way health and wellbeing services work so care can focus on what matters to individuals.

We work to ensure that our culture is one that allows everyone to come to work as their ‘whole’ selves. For most of us, work takes up a big part of our day. We want to ensure that it’s enjoyable and speaks to us on a level deeper than ‘just getting the job done’.

**JOB SUMMARY**

We are looking for patient-centered, GPhC registered pharmacist to team to help us meet individual health care needs in the primary care setting, ensuring the highest standard of care for all registered and out of area patients face to face within Improving Access Services host sites and over the telephone/video consultation.

The post-holder will need to have excellent communication skills and good IT abilities, as well as a sound knowledge of medicines management and optimisation gained in either community or primary settings.

The post-holder needs to be committed to improving health and putting patients first. Key qualities will be the ability to build effective relationships with patients, GPs, nurses, community Pharmacists, hospital and practice staff, and to work effectively individually and as part of a team. The post holder will work within their scope of practice and in accordance with local policies and procedures.

**MAIN DUTIES AND RESPONSIBILITIES**

**1. Local & National Prescribing Schemes**

* Support delivery of the network Directly Enhanced Service (DES) specifications.
* Be responsible for delivering local prescribing quality initiatives in collaboration with CCG medicine management.
* Contribute to the QOF and enhanced services
* Support other relevant campaigns e.g. public health campaigns, Antimicrobial Stewardship and vaccination services.

**2. Drug & Disease Monitoring**

* With appropriate training, monitor conditions and the effects of medication by checking clinical signs (e.g. BP, pulse, etc)

**3. Conduct Structured Medication Reviews (SMRs)**

* Conduct SMRs to proactively manage patients with e.g. complex polypharmacy.
* Provide expertise in medicines and discuss complex and sensitive information with patients during medication review including medical histories, lifestyles, and personal circumstances and to refer on to other services and professionals as appropriate, addressing public health and social needs of patients.
* Provide appropriate recommendations and action plans following medication reviews to optimise the patient’s treatment with medicines and ensure appropriate follow up with patients.
* Improve patient and carer understanding of, confidence in and compliance with their medicines, while reducing waste and promoting self-care.
* These reviews will be held face to face in practice host sites, via the phone or via video consultation.
* Prescribe safely and effectively within the Royal Pharmaceutical Society’s Competency Framework for All Prescribers

**4. Primary and secondary care interface**

* Work collaboratively with colleagues in our GP practices, PCNs, CCG medicines management colleagues, secondary care, community pharmacy and other professionals in the wider health and care system by developing an effective network and working relationships to ensure an effective and integrated approach to medicines optimisation for our population.
* Take a central role in liaison with specialist pharmacists (including mental health and reduction of inappropriate antipsychotic use in people with learning difficulties), and liaison with community pharmacists to help resolve medication-related issues, ensure safe transfers of care, ensure continuity of care and proactively manage patients at high risk of medicine related harm.

**5**. **Medicine information to practice staff, PCN team and patients**

* Provide clinical medicines expertise to both patients and primary care teams.
* Support, promote and implement high quality, evidence-based, cost-effective, and safe use of medicines.
* Provide leadership on person-centred medicines optimisation and quality improvement.
* Discuss medication issues with patients, centred on shared decision making.
* Ensure that staff and clinicians are kept up to date regarding changes in national and local medicines guidance and legislation.

**6.** **Education and Training**

* Arrange and attend own regular clinical supervision sessions with appropriate supervisor.
* Participate in shared learning across the service
* All employees have a responsibility to undertake statutory and mandatory training that is required by the Improving Access Services on behalf of their commissioners.

Use computers safely and appropriately in line with GDPR regulations.

**USE OF NEW TECHNOLOGY**

We will make use of computer technology. Staff should expect to use automated information systems in their work in order to improve quality and co-ordination of services, and to enable faster and more accurate communication within and outside of the organisation. Staff should use computers safely and appropriately in line with GDPR regulations Staff and should highlight need for support with this if required.

**CONFIDENTIALITY**

As an employee of ‘Here’ you may gain knowledge of a highly confidential nature relating to the private affairs, diagnosis and treatment of patients, information affecting members of the public, matters concerning staff and details of items under consideration by ‘Here’. Under no circumstances should such information be divulged or passed to any unauthorized person. This includes holding conversations with colleagues concerning patients or staff in situations where the conversation may be overheard. Breaches of confidence will result in disciplinary action which may involve dismissal.

**EQUAL OPPORTUNITIES**

Our policies and practices are designed to ensure equality of opportunity in employment and service delivery. All staff are expected to comply with these policies and practices.

**HEALTH AND SAFETY**

All staff have a responsibility to perform their duties in such a way that accidents to themselves and to others are avoided, and to cooperate in maintaining their place of work in a tidy and safe condition, thereby minimising risk. Employees will report any matters of concern, incidents or complaints through the service managers or clinical leads. Similarly, it is each person’s responsibility to ensure a secure environment and bring any breaches of security to the attention of their managers. All staff will Identify any risks involved in their work activities and undertake them in a way that manages the risks. All staff will comply at all times with the service’s Health and Safety policies including Infection Prevention and Control policies.

**NO SMOKING POLICY**

We operate a no-smoking policy. This applies to all staff and visitors. This policy also includes travelling in ‘Here’ owned or leased vehicles during work time and whilst travelling in their own vehicles whilst on duty, in work time or whilst on ‘Here’ premises. It is a condition of employment for staff that they do not smoke whilst on duty or anywhere on the premises including the car park.

**AGREEMENT**

This job description will be reviewed as necessary and may be amended to meet the changing needs of ‘Here’. It will also be used as the basis to set performance standards and/or objectives and the contents will be used as part of annual appraisals. This job description has been agreed between the post holder and ‘Here’.

|  |  |
| --- | --- |
| Employees Signature: |  |
|  |  |
| Print Name |  |
|  |  |
| Date: |  |

|  |  |
| --- | --- |
| Manager Signature: |  |
|  |  |
| Print Name: |  |
|  |  |
| Date: |  |

|  |  |
| --- | --- |
| **JD author (name and job title):** | Pippa Halley, Clinical Lead |
| **H** | September 2022 |
| **Brief description of reason for review (if applicable)** |  |
| **Version number** | 1.0 |