

HUMAN RESOURCES JOB DESCRIPTION FORM

POSITION TITLE	Pharmacist
DEPARTMENT	Administration
REPORTS TO	Chief Executive Officer/Director of Nursing (CEO/DON)
SALARY & CONDITIONS	Health Professionals and Support Services Award 2010
STATUS	Part time
PERFORMANCE APPRAISAL	After first three months of employment, then at twelve months, thereafter annually.

POSITION SUMMARY

- Provides a pharmacy service to medical and surgical inpatients that supports the delivery of safe, rational and cost effective medication management for patients from admission to discharge.
- Undertakes a teaching/resource role and supports the Accredited Medical Officers and Clinical Nurse Managers in the clinical management of medical and surgical patients.

DUTIES

- Undertakes medication reconciliation on admitted patients.
- Provides advice on drug selection and usage.
- Develops contemporary treatment plans as part of a multidisciplinary team approach and delivers the care
- Performs duties in accordance with South Perth Hospital policies and procedures.
- Acts as a clinical resource, problem solver and support person for multidisciplinary team members in the management of patient care.
- Uses effective communication skills when interacting with patients, families/carers and health professionals.
- Promotes effective leadership through positive role modelling, team building and decision making.
- Participates as a valued team member promoting and contributing to a supportive work environment.
- Manages the performance of self and others within the clinical setting through participation in the performance review process.

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- Successfully completes Mandatory Education on an annual basis. Recognises the necessity to continually develop skills and acquire additional knowledge appropriate to the position.
- Promotes positive public relations with patients, peers, medical staff and members of the general public.
- Participates in the development and review of clinical policies and procedures.
- Participates in, contributes to and implements quality improvement and risk management strategies.
- Maintains patient confidentiality.
- Maintains a high standard of legible documentation which complies with statutory and hospital requirements.
- Actively participates in relevant hospital committees and or project teams/working parties as required.
- Participates in relevant external professional bodies.
- Responsible for ensuring, as far as practicable, the provision of a safe working environment in line with relevant Acts, Standards and Guidelines.
- Undertakes other duties as required at the request of the CEO/DON.

SELECTION CRITERIA

Essential

- Registration as a Pharmacist with AHPRA.
- Relevant experience as a clinical pharmacist.
- Demonstrated ability to be an effective team member.
- Ability to prioritise, monitor and coordinate personal workload to meet deadlines, without direct supervision
- Ability to contribute to and work as part of a health care team at ward and pharmacy level.
- Current knowledge and experience with Occupational Safety and Health and Infection Control principles and practices and the Legislative Acts which affect nursing practice, including EEO and Disability Services.

Desirable

- Previous pharmacy experience in a private hospital setting.