

Position Description: Pharmacist

Business area: Cancer Care Centre

FTE: As per Conditions of Employment

Reports to: Practice Manager

Position Objective:

- To provide pharmacist support to St. George's Cancer Care that adheres to the relevant organisation and professional standards
- To provide ongoing development of the clinical pharmacy service at St. George's Cancer Care Centre
- To be familiar with and comply with the mission vision and values of St George's Hospital and St Georges Cancer Care Centre

Functional Relationships:

Internal:	External:
<ul style="list-style-type: none"> • Oncologists • Nurses • Accounts team • MOSAIQ team 	<ul style="list-style-type: none"> • Other cancer services • DHB colleagues • Baxter Compounding • Pharmaceutical companies



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Key Areas of Accountability:

Area of Accountability	Expected Results
Professional Practice	<p>Monitoring of medicines use and adverse reactions</p> <ul style="list-style-type: none"> • Reporting to CARM where appropriate • Develop role of pharmacist clinically screening chemotherapy • Assist with Therapeutic drug monitoring where appropriate <p>Drug information</p> <ul style="list-style-type: none"> • Provide drug information as requested to nursing staff, consultants and patients • Use effective communication skills to provide information e.g. written, verbal. • Timely information feedback. If busy, give indication of time frame for response. <p>Chemotherapy</p> <ul style="list-style-type: none"> • Confident with liaising with Baxter Compounding in regards to stability, formulations and stock control of Unfunded Medications • Responds to queries regarding administration of chemotherapy • Provide stability agreements (Formally known as Form C documents) to Baxter Compounding, when requested, based on research of stability information • Promote medication safety <p>Funding and prescriptions</p> <ul style="list-style-type: none"> • Assist and provide feedback regarding PHARMAC issues, e.g. funding changes, recalls or drug unavailability • Maintain Unfunded Drug Portfolio and update responsible nursing staff and oncologists of changes • Work alongside Pharmaceutical companies in the provision of compassionate supply medications • Collaborate with Outpatient community pharmacies where appropriate to assist supply of medications <p>MOSAIQ</p> <ul style="list-style-type: none"> • Provide assistance to care plan development • Maintain Baxter ordering guide and subsequent order set information and update as per stability changes • Evaluate updates to regimes from International resources (e.g. EviQ) to assess whether locals changes need to be made • Participate in other ePrescribing activities alongside other members at St. George's Cancer Care.
Interpersonal Relationships/Leadership and Teamwork	<ul style="list-style-type: none"> • Maintains approachability and an open, effective communication style. • Models St George's Hospital vision, values and goals. • Respects lines of authority and uses proper channels of communication. • Is open and receptive to feedback. • Establishes collaborative networks across teams for mutual benefit. • Collaborates with peers to achieve strategic goals. • Reinforces patient/client focus through education, practice, policies and/or procedures. • Recognises individual efforts in excellent patient/client focus. • Responds to the changing needs of patients/client groups and appropriately plans education and practice development initiatives to meet service need. • Empowers others to take action to resolve patient/client issues promptly



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	<ul style="list-style-type: none"> • Creates a culture of patient/client focus through person-centered care. • Expresses information effectively, both orally and in writing, adjusts language and style to the recipients and considers their frame of reference.
Quality Improvement	<ul style="list-style-type: none"> • Participates actively in quality improvement activities by planning, implementing and evaluating improvements. • Initiates, participates in design and evaluates audits and applies outcomes to improve service provision. • Participates actively in Ministry of Health Certification and Accreditation process. • Documents and reports incidents accurately in accordance with hospital policy. • Participates actively in the development/review of policies and procedures.
Professional Development	<ul style="list-style-type: none"> • Maintains and continuously updates professional portfolio as required by Pharmacy Council of New Zealand • Maintains own professional development and mandatory updates. • Undertakes responsibility for meeting all the mandatory requirements of the professional body and the organisation . • Identifies own learning requirements/deficits and develops a plan in conjunction with line manager. • Demonstrates and facilitates contemporary knowledge and skills. • Understands and adheres to all legislative requirements and follows St George's Hospital/CCC policies and procedures. • Participates in an annual performance appraisal and the setting of performance objectives aligned to the goals of the organisation. • Identifies own learning requirements/deficits and discusses development plan with Manager. • Attends CPR updates and familiarises self with emergency equipment. • Attends relevant study days and in-service education. • Fosters an environment conducive to learning, enquiry and research. • Participates in approved research programmes as requested.
Organisational Culture	<ul style="list-style-type: none"> • Fosters co-operation across the organisation. • Is customer focused, understands and promotes the concept of internal and external customers (i.e. patients, colleagues and clinicians). • Maintains confidentiality in respect to St George's operations, business, employees, clients and patients. • Adheres to St George's policies and procedures.
Cultural understanding of the Treaty of Waitangi	<ul style="list-style-type: none"> • Understands and has knowledge of the Treaty of Waitangi and implications for clinical practice. • Collaborates with colleagues regarding the integration of the Treaty principles of partnership, protection and participation in practice, guiding and providing resources to foster understanding. • Displays cultural sensitivity and a willingness to work positively with organisational strategies to improve outcomes for Maori. • Promotes an awareness of cultural differences amongst staff and patients (e.g. beliefs, gender, sexual orientation or disability) and the impact that beliefs and values have on practice.



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Health & Safety	<ul style="list-style-type: none"> • Ensures accidents and untoward incidents occurring in the department are reported. • Takes reasonable care for personal health and safety. • Takes reasonable care that own acts or omissions do not adversely affect the health and safety of other persons. • Complies, as far as is reasonably able, with any reasonable instruction that is given to allow St George's to comply with the Health and Safety at work Act 2015 • Co-operates with any reasonable policy or procedure relating to health or safety at the workplace that has been notified to workers. • Ensures compliance with hospital security requirements and is vigilant in all matters of security. • Recognises safety hazards and initiates appropriate corrective actions. • Attends fire and evacuation lectures and participates in drills as required. • Participates in Health and Safety training as mandated by St George's from time to time.
Other Duties	<ul style="list-style-type: none"> • Undertakes other duties as requested from time to time • Performs such duties in a timely, accurate manner and in accordance with St George's Hospital policies and procedures.

Qualifications, Experience and Personal Qualities

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • BPharm, NZ registered pharmacist with current Annual Practicing Certificate with New Zealand Pharmacy Council • Maintain continuing education portfolio as directed by council requirements (e.g. Enhance) 	<ul style="list-style-type: none"> • Consideration of post-graduate papers or study in Oncology
Experience & Knowledge	<ul style="list-style-type: none"> • Minimum of 5 years hospital pharmacy experience • Significant experience working in Oncology including Unfunded Medications and chemotherapy administration • Significant knowledge with chemotherapy and associated Oncology patient management 	<ul style="list-style-type: none"> • MOSAIQ super-user with recent experience • Experience with working with external compounding facility (such as Baxter Healthcare)
Personal Attributes	<ul style="list-style-type: none"> • Self-motivated and organized • Excellent time management • Able to prioritise tasks according to clinical need and urgency • Good communication skills 	

Agreed by:

Signed: _____ **Date:** _____
Employee

Signed: _____ **Date:** _____
Practice manager

Authorised by:
Owner:

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