**JOB DESCRIPTION**

**Clinical Pharmacist**

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| **Job Title:** | Clinical Pharmacist |
| **Reporting to:** |  Mendip PCN Board |
| **Working Hours** | Up to 37.5 Hours excluding lunch breaks Mon – Fri |
| **Location:** | Highfield House, Highfield House (Mendip Council Offices)Park RoadShepton MalletSomersetBA4 5BT  |

**PURPOSE OF THE ROLE:** To provide a comprehensive pharmacy service to the patients of the Mendip Primary Care Network (PCN) in keeping with the PCN’s vision

**JOB SUMMARY:**

The post holder will work as part of a multi-disciplinary team in a patient facing role. The post holder will take responsibility for undertaking chronic disease management review (with patients where appropriate) to proactively manage patients with complex polypharmacy.

The post holder will provide clinical leadership on patient centred medicines optimisation and quality improvement, whilst contributing to the quality and outcomes framework and enhanced services.

Being a non-medical prescriber or working towards this would be desirable for this role.

**KEY RELATIONSHIPS:**

* PCN Clinical Director and management team
* PCN Board (comprising of GP and practice manager from each member practice)
* Colleagues of the PCN Pharmacy team, including other clinical pharmacists, pharmacy technicians and pharmacy care coordinators
* Colleagues of the PCN Care Coordination Hub including complex care nurse and lead GP
* Individual PCN member practice teams, for day-to-day operational work.
* Somerset ICB Practice Support Pharmacists & Medicines Management Team
* Local Community Pharmacists
* Staff and patients of the practices in the Mendip Primary Care Network, other professionals, other NHS/private organisations e.g. ICB and the general public

**KEY RESPONSIBILITIES:**

Work with our PCN Clinical Director, project manager and pharmacy team to develop a PCN prescribing hub based at the PCN Care Coordination Hub, that aims to take over medicines-related workload from practices, including issuing of repeat prescriptions, setting up eRD, optimising medications, actioning changes to medications from hospital discharges, dealing with on the day medicines-related queries from patients and community pharmacies (including prescribing of alternatives to out of stock medicines).

* Patient facing Long-term condition reviews - Take responsibility for the care management of patients with chronic diseases where medicine optimisation is required. E.g., hypertension, hypercholesterolaemia, asthma/COPD.
* Review and rationalise patient’s medication after discharge from secondary care, particularly patients with long-term conditions.
* Patient facing Structured Medication Reviews (SMRs) in line with the PCN DES and Investment and Impact Fund (IIF) indicators. Undertake clinical medication reviews with patients and make appropriate recommendations for the clinical team on prescribing and monitoring. Through structured medication reviews the post holder will support patients to take their medications to get the best from them, reduce waste, maximise IIF performance (where indicated) and promote self-care.
* Patient facing care home medication reviews - Undertake clinical medication reviews with patients and make appropriate recommendations for the clinical team on prescribing and monitoring. Work with care home staff to improve safety of medicines ordering and administration.
* Management of common/minor/self-limiting ailments whilst working within a scope of practice and limits of competence. Signposting to practice dispensary, community pharmacy and referring to GP’s or other healthcare professionals as appropriate. Promote the Community Pharmacist Consultation Service (CPCS) and support practices in using it.
* Management of repeat prescribing reauthorisation process by reviewing requests for repeat prescriptions and medicines reaching review dates.
* Provide specialist expertise in the use of medicines whilst addressing both the public health and social care needs of patients in the Mendip PCN and help in tackling inequalities.
* To have a leadership role in supporting further integration of general practice with the wider health care teams (community and hospital pharmacy) to help improve patient outcomes, ensure better access to healthcare and help manage general practice workload. The role has the potential to significantly improve the quality of care and safety for patients.
* Develop relationships and work closely with other pharmacy professionals across PCN’s and the wider health and social care system.

**3) 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.
* May hold or be working towards an independent prescribing qualification.
* Have experience and an awareness of common acute and long-term conditions that are likely to be seen in general practice.
* Ability to recognise priorities when problem solving and identify deviations from normal pattern and ability to refer as appropriate.
* Ability to follow legal, ethical, professional, and organisational policies and procedures and codes of conduct.
* Awareness of shared decision making and demonstrate ability to involve patients in decisions about prescribed medicines and supporting adherence as per NICE guidelines.

**4) Leadership and management**

* The post holder is managed and will supervise him/herself by making decisions regarding meeting targets (including Investment and Impact Fund and QOF indicators where appropriate) independently, producing reports highlighting performance information.
* 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
* Demonstrate ability to improve quality within limitations of service
* Review last year’s progress and develop clear plans to achieve results within priorities set by others
* Demonstrate ability to motivate self to achieve goals
* 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
* Demonstrate ability to identify and resolve risk management issues according to policy/protocol
* Follow professional and organisational policies/procedures relating to performance management
* Demonstrate the ability to extend boundaries of service delivery within the team

**5) Education, Training, development, and research**

* 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 a more experienced colleague
* Demonstrates self-development through continuous professional development activity
* 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
* Demonstrates ability to critically evaluate and review literature
* Demonstrates ability to identify where there is a gap in the evidence base to support practice
* Demonstrates ability to generate evidence suitable for presentation at local level
* Demonstrates ability to apply the research evidence base into working practice
* Demonstrates understanding of the principles of research governance

**6) Confidentiality:**

* As per both Government legislation and Practice policies ensure that all confidentiality, data protection and information governance policies and guidelines are followed and strictly adhered to, reporting any infringements to the PCN Clinical Director.

**7) Health & Safety:**

* The post-holder will assist Mendip PCN H&S lead in promoting and maintaining their own and others’ health, safety and security as defined in the Mendip PCN Health & Safety Policy and related Risk Assessments.

**8) Equality and Diversity:**

* The post-holder will support the equality, diversity and rights of patients, carers and colleagues in line with Mendip PCN Policies.

**9) Professional Development:**

* Maintain continued education by attendance of courses and study days as deemed useful or necessary for professional development and Mendip PCN needs.
* Attend annual mandatory courses.
* Undertake regular appraisals.

**10) IT:**

* Competence with EMIS and other relevant clinical systems. Ability to document interactions with patients clearly in electronic health records
* Commitment to the use of IT, data entry, correct coding, and targets.
* Extraction of data and use of spreadsheets to analyse and present information to determine trends or highlight potential problem, as required by the Mendip PCN.