

MATER PRIVATE HOSPITAL

JOB DESCRIPTION

SENIOR GRADE PHARMACIST

Aseptic compounding unit (Pharmacy Dept)

- | | |
|----------------------|----------------------------------------------|
| 1.0 Job Title | Senior pharmacist aseptic compounding unit |
| 1.1 Department /Ward | Pharmacy aseptic compounding unit |
| 1.2 Report to | Aseptic compounding unit Chief II pharmacist |

**MATER PRIVATE HOSPITAL
BASIC GRADE PHARMACEUTICAL TECHNICIAN**

1.3 Professional qualifications, registration, essential skills & knowledge.

1. Be registered in the Register of the Pharmaceutical Society of Ireland.
2. Minimum 3 years hospital pharmacy experience.
3. Aseptic compounding unit work experience.
4. Experience in clinical trials and early access programmes (EAPs) desirable.
5. Good Clinical Practice certification will be required.
6. Experience of research and project work.
7. Awareness / sensitivity toward patient needs.
8. Discretion and ability to use initiative.
9. Good interpersonal skills.
10. Ability to work effectively as part of multi-disciplinary team.
11. Ability to multi-task and work to tight deadlines.

1.4 Health

An independent medical advisor appointed by the hospital will carry out a pre-employment medical.

1.5 Probationary period

Permanent appointment subject to probationary period as per contract of employment. The probationary period may be extended if required.

1.6 Hours of Work

Thirty-seven hours each week exclusive of meal breaks, with flexibility (regarding actual working hours) to suit the local work practices and demands of the service.

1.7 Annual leave

As per contract. To be approved in advance by the manager.

1.8 Salary scale

Senior Pharmacist Scale. Payment of salaries/wages will be made monthly through paypath.

1.9 Other Employee Benefits include

1. Pension scheme.
2. Critical illness cover.
3. VHI & LAYA discount scheme.
4. Discounted inpatient & outpatient treatment rates.
5. Sick leave scheme.
6. Flexible working hours.
7. Financial support for career training & development.
8. Staff Care Services Programme.
9. Career break scheme.
10. Discount pharmacy rates.
11. Subsidised restaurant.
12. Credit Union Scheme.
13. Sports & Social Club.

2.0 Purpose of Post

To assist in the provision of a comprehensive pharmaceutical service to the hospital meeting the pharmaceutical care needs of patients and staff specifically in respect to compounding on drugs primarily for oncology / haematology patients, under the care of MPH.

This will require a close working relationship with the:

- Oncology day centre and ward
- Oncology / Haematology multi-disciplinary teams
- Clinical trials pharmacist.

3.0 Duties & Responsibilities

1. To be professionally responsible for all aspects of the postholder's own work.
2. To manage/supervise staff and the workload assigned to them by the Pharmacy Manager, Aseptic Compounding Unit Manager
3. To participate and manage the day to day work in the aseptic compounding unit.
4. To participate in continuing education and research activity consistent with the post.
5. To be responsible for service delivery in the area assigned to.
6. Identify and implement operational processes to the standards of best practice in order to optimise use of resources and minimise Health and Safety risks.
7. Work independently with minimal supervision. Organise and prioritise work assignments. Ensure pharmacy services are provided in a timely manner.
8. Attend pharmacy staff meetings.
9. Attend orientation, education and training programmes. Review literature and other materials pertinent to the practice of pharmacy.
10. Receive and record details concerning mishaps in accordance with the Hospital Risk Management Policy. To have read, signed, understood and follow pharmacy and hospital policies, procedures and guidelines.
11. Assigned duties, roles and responsibility may change from time to time in accordance with service and departmental needs.

Pharmacist role in Aseptic Compounding Unit under the direction of the Chief II ACU Pharmacist.

Duties will include:

- prescription management and records
- logistics and supply chain
- supervision of compounding
- final release of compounded products
- medication incident reporting, risk management
- participation in policy, procedure and guideline development and maintenance
- staff training and supervision
- participate in developing and reviewing treatment protocols
- attendance at hospital orientation, education and training programmes is mandatory.

4.0 Confidentiality

The post holder must maintain the confidentiality of information about patients, staff and other health service business in accordance with Hospital Policy.

5.0 Uniform

Attire must be in line with departmental policy: a neat, clean, business like appearance must be maintained at all times.

Note

This job description is a reflection of the present service requirements and may be subject to review and amendments to meet the changing needs of the service.

