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| crest | \\Rmoriarty\img\nmhpicture.gifNational Maternity Hospital .***Founded in 1894*** |  |

**PERSON SPECIFICATION**

**&**

**JOB DESCRIPTION**

**Senior Pharmacist (Maternity Leave Cover)**

**National Maternity Hospital**

**Values, Mission and Vision statements**

**The Hospital**

The National Maternity Hospital on Dublin’s Holles Street was established in 1894 and celebrated its centenary in 1994. Employing approximately 820 people, it is the largest maternity hospital in the State as measured by annual deliveries and also one of Europe’s largest maternity hospitals. The hospital provides obstetric, gynaecology and neonatal services. The original focus of the service was the poor people of the districts surrounding Holles Street, Dublin however continuous change and growth from humble beginnings means that today, one in every eight Irish citizens began life behind its walls.

The National Maternity Hospital has approximately 9,000 deliveries each year. We are recognised as a national referral centre for complicated pregnancies, premature babies and sick infants. The hospital also has approximately 17,000 Gynaecology out patient attendances annually.

The National Maternity Hospital has built up a reputation for undergraduate and postgraduate training and holds international courses on the Active Management of Labour each year. The hospital also trains midwives and runs an annual Higher Diploma course in Neonatal Studies in conjunction with the two other Dublin maternity hospitals and the College of Surgeons.

**Mission Statement**

Our mission is to be the driving force in the improvement of maternity, neonatal and gynaecology services. We aim to promote high performance through corporate and clinical governance to achieve best outcomes for everyone who avails of our services.

**Vision**

We aim to deliver a first-class, high quality, patient-focused service by providing safe and effective care by skilled professionals, delivered in a cost effective manner.

**Values**

To care with compassion and professionalism putting people first; to promote excellence and equity, quality and accountability.

We strive to build a work environment where each person is valued, respected and has an opportunity for personal and professional growth.

The National Maternity Hospital is committed to promoting health research and education for the well-being of women, babies, staff and the community.

*“Delivering the future”*

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| **Benefits that exist in the National Maternity Hospital** |

* Subsidised canteen and coffee shop.
* Facilities from salary
* VHI Group Scheme.
* Trade Union Deduction.
* Health Service Credit Union.
* Permanent Trustee Savings Bank.
* Superannuation

Supplementary Pension deductions (Added Voluntary Contributions) with:

Irish Life,

Cornmarket,

Hibernian Life,

New Ireland.

* Staff Health Promotion/Health Screening.
* Employee Assistance Programme.
* Annual Tax Saver Commuter Tickets.
* Flexible working options.
* City centre location within short walking distance of all modes of public transport. Located close to Pearse Street DART station.

**P E R S O N S P E C I F I C A T I O N**

**Job Title:**  Senior Pharmacist – Temporary Specified Purpose Contract (Maternity Leave Cover)

**Grade:**  Senior pharmacist

**Department:**  pharmacy

**Report to:** chief pharmacist

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| **FACTOR** | **ESSENTIAL** | **DESIRABLE** |
| **Qualifications** | * Have a recognised degree in Pharmacy
* Be registered in the register of the Pharmaceutical Society of Ireland, or be entitled to be so registered
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| **Experience****(duration & type)** | * To have 3 years post registration experience
 | * Previous experience with antimicrobial stewardship activities
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| **Skills/Abilities** | * Possess the requisite knowledge and ability (including a high standard of suitability for the proper discharge of the duties of the office
* Flexibility and willingness to engage in a wide range of pharmacy activities
* Excellent interpersonal skills and ability to work as part of a team
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| **Knowledge & Understanding** | * Be of good character
* Perform duties in a responsible and mature manner
* Be courteous at all times to staff, patients and other service users
* Understanding of multidisciplinary team working
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| **Caring attributes** | * Must possess caring and empathetic qualities and demonstrate these attributes in the course of employment.
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**J O B D E S C R I P T I O N**

**Job Title:**  Senior Pharmacist – Temporary Specified Purpose Contract (Maternity Leave Cover)

**Grade:**  Senior pharmacist

**Department:**  pharmacy

**Report to:** chief pharmacist

**ROLE SUMMARY**: The Senior Pharmacist will work as part of a progressive and dynamic Pharmacy Team to provide excellence in the care of women and neonates, under the general direction of the Chief Pharmacist. The senior pharmacist will be required to perform duties appropriate to the post as may be assigned by the Chief Pharmacist or deputy. These include but are not limited to engagement with the NMH Antimicrobial Stewardship (AMS) and Medication Safety programmes, general dispensary duties, medicines reconciliation at ward level, and cover for other clinical pharmacy services.

The successful candidate will contribute to the implementation of a robust antimicrobial stewardship (AMS) programme in the hospital that aims to ensure safe and effective antimicrobial use and minimise antimicrobial resistance. Close collaboration with the Consultant Microbiologist, and the Infection Prevention and Control Assistant Director of Midwifery (ADOM) will be essential. The senior pharmacist has responsibility for implementing, monitoring and auditing antimicrobial stewardship in addition to education in obstetric, gynaecological and neonatal care. The senior pharmacist is up to date with trends in information technology and is responsible for managing the antimicrobial guidelines app and for maintaining AMS prescribing principles using the electronic healthcare record and e-prescribing system. This role may involve working collaboratively with the other relevant hospitals within the Ireland East Hospital group in order to optimise antimicrobial stewardship in maternal, gynaecological and newborn care.

**HOURS OF WORK:** 37 hours per week.

**Key Duties and Responsibilities**

**1.0 General**

* 1. Work collaboratively with other members of the team to ensure that all activities of the Pharmacy Department are patient focussed.
	2. Demonstrate behaviour consistent with the hospital’s values
	3. Participate in service delivery as part of a professional, effective and dedicated team.
	4. Create, promote and maintain open communications and healthy working relationships.
	5. Maintain the principles of equity, accountability and quality of service in daily work.
	6. Work collaboratively with other Pharmacy Department staff to deliver clinical pharmacy services and ensuring safe and effective care.
	7. Carry out dispensary duties as required including purchase, storage and supply of medicines and related items ensuring quality and value for money, taking responsibility for the application of pharmacy legislation, regulations and guidelines as they relate to all aspects of pharmacy department service provision, security , drug storage, procurement etc
	8. Participate in stock-taking, invoice-processing and other administrative procedures as deemed necessary by superintendent and supervising pharmacists.
	9. Participate with CPD as is required by the PSI.
	10. Participate in designated committee meetings, intradepartmental meetings, national and international meetings as appropriate
	11. Liaise and co-operate with other hospital departments, wards and staff.
	12. Ensure best practice and compliance with agreed clinical guidelines by all Pharmacy Department staff and to ensure hospital staff are made aware of such guidelines where appropriate

**2.0 Antimicrobial Stewardship - The National Maternity Hospital**

2.1 Assist with implementation of a comprehensive antimicrobial stewardship programme in line with national guidelines and international best practice in collaboration with the Pharmacy Team, the Consultant Microbiologist, the Infection Prevention and Control Assistant Director of Midwifery (ADOM) and involvement in the Infection, Prevention and Control committee and the Drugs & Therapeutics committee.

2.2 Work closely with the Consultant Microbiologist and the Infection Prevention and Control Assistant Director of Midwifery (ADOM), the Infection Prevention and Control team in the development and implementation of evidence-based hospital antimicrobial policies, including continuance and review of established guidelines and policies.

2.3 Adapt and develop hospital antimicrobial guidance for delivery through appropriate multimedia formats and ensuring the content is kept up to date.

2.4 Maintain AMS prescribing principles using the MN-CMS (maternal-neonatal clinical management system)

2.5 Participate in quality initiatives implemented by the HSE Clinical Programme in Obstetrics and Gynaecology and Health Care Associated Infection.

2.6 Participate in local, regional and national antimicrobial consumption surveillance, providing relevant data to the regional HCAI/AMR committee or HSE - Health Protection Surveillance Centre as necessary.

2.7 Integrate research into daily practice to generate an evidence base to inform safe and effective antimicrobial use in maternal, gynaecological and newborn care.

2.8 Demonstrate flexibility and adaptability to change in particular in relation to strategic developments at local, regional & national level.

2.9 Provide expert pharmaceutical advice on the use of antimicrobials in the NMH in collaboration with the Consultant Microbiologist and the Infection Prevention and Control Assistant Director of Midwifery (ADOM)

2.10 Participate in the development of IT resources, e.g. Apps, survey instruments e.g. point prevalence tools and electronic prescribing, in order to optimise the use of antimicrobial agents in the NMH and facilitate feedback to prescribers, Senior Management team and the relevant Hospitals within the group, if required.

2.11 Participate in feedback and audit mechanisms to the Chief Pharmacist, the Drugs and Therapeutics Committee and Infection Prevention and Control Committee

2.12 Facilitate AMS goals of RCPI / national CPE response team with a view to:

- Reducing health care associated infections e.g. Carbapenemase producing enterobacteriaceae (CPE)

 - Reducing antimicrobial usage in line with SARI recommendations

 - Facilitating best practice in the prescribing of antimicrobials by auditing for

 guideline and formulary compliance

- Facilitating the implementation of an IV to oral switch programme and

 implementing ‘the start smart, then focus’ care bundle and other antimicrobial

 stewardship initiatives as necessary

2.13 Ensure that ongoing quality requirements in relation to antimicrobial use and infection control are met in line with National Standards for Safer Better Health Care and HIQA Health Care Associated Infection standards.

**3.0 Antimicrobial Stewardship and working in collaboration with the relevant Ireland East Hospitals group**

3.1 Disseminate developed guidance within the relevant Hospital Group to facilitate antimicrobial stewardship for maternal, gynaecological and newborn care.

3.2 Participate in meetings concerning antimicrobial stewardship for relevant patient groups with other group hospitals.

3.3 Work collaboratively with group hospital antimicrobial pharmacists

3.4 Facilitate the design of antimicrobial consumption surveillance and other audit tools for maternal, gynaecological and neonatal patients in group hospitals

**4.0 Other Duties**

4.1 Maintain a safe working environment as set out in the Health and Safety at Work Act 2005

4.2 Undertake personal continuing education and training as necessary to maintain a high level of competency in carrying out the tasks required including keeping up-to-date with current clinical developments in pharmacy.

4.3 Provide education as required on the prudent use of antimicrobials and other relevant topics to medical, nursing and pharmacy staff and students.

4.4 Participate in the National Maternity Hospital staff development programme and ensure continued development to meet the demands of the service.

**5.0 Professional qualifications, registration, essential skills & knowledge**

5.1 To have a recognized degree in Pharmacy

5.2 To be registered with the Pharmaceutical Society of Ireland (PSI) and produce evidence to the National Maternity Hospital of continued registration as requested

5.3 To have three (3) years satisfactory post registration experience

5.4 To have Knowledge and understanding of the role and responsibilities of all grades working in the Hospital Pharmacy

5.5 To be computer literate

5.6 To have excellent interpersonal/communication/presentation/teaching skills

5.7 To have the ability to work on own initiative

5.8 To have the ability to work in a highly pressured environment, to prioritise and manage workloads.

5.9 To have an ability to initiate, develop and deliver projects on time which are relevant and assist the Hospital to achieve strategic objectives on an ongoing basis

* Any other duties deemed appropriate to the post. Please note that the duties of this post may change over time.

**Flexibility:**

This post requires a high level of flexibility to ensure the delivery of an effective and efficient service. Therefore the post holder will be required to demonstrate flexibility on occasion as and when required by their manager.

**Dignity and Welfare of Patients:**

As a health care provider all staff are expected to behave towards patients in a caring, professional and responsible manner. In line with the national/hospital Trust in Care policy it is the duty and responsibility of all employees of the National Maternity Hospital, including this post holder, to report any concerns for the safety and welfare of patients to their line manager or head of department.

**Dignity at Work:**

All members of staff at the National Maternity Hospital have a right to be treated with dignity and respect and to work in a safe environment which is free from all forms of bullying, sexual harassment and harassment. Thus all staff of the National Maternity Hospital, including this post holder, have a responsibility to help maintain such a working environment. All employees must comply with the national/hospital Dignity at Work policy and ensure that their behaviour does not cause offence to fellow workers or any person with whom they come into contact during the course of their work.

**Confidentiality:**

In the course of his / her employment, the person appointed may have access to or hear information concerning the medical or personal affairs of patients or staff or other health service business. Such records or information are strictly confidential and unless acting on instructions of an authorised officer on no account must information be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody/destroyed in accordance with policy when no longer required.

**Dress Code / Uniform:**

Attire and personal appearance must, at all times, conform to a standard the Hospital considers appropriate. Staff attached to certain departments may be required to wear a uniform or other protective clothing. Where applicable any such requirements as detailed by the immediate supervisor must be adhered to at all times.

**Hygiene:**

Being a health institution hygiene plays a central role in maintaining a clean and healthy environment for our patients, visitors and staff. All employees of the National Maternity Hospital must always be mindful of their responsibility to maintain a high standard of hygiene including personal hygiene and as part of their role within the hospital.

**Health and Safety:**

The Hospital is committed to providing a healthy and safe working environment for all staff. Each staff member has a legal obligation to carry out his/her duties in a safe and responsible manner in line with the Hospital policy as set out in the Hospital’s safety statement, which is available in each department and on the hospital’s intranet site and must be read and understood by all staff.

**Healthcare Associated Infections (HCAIs):**

In order to reduce the risk of HCAIs, compliance with Infection Prevention and Control policies and the attendance at infection control training, are essential for all staff members. It is paramount that each staff member practice good hand hygiene techniques. Staff members have a responsibility to report any obstacles to maintaining high standards of Infection Control and hand hygiene to their line manager or Infection Control Team

**Quality**

To ensure the provision of the highest possible quality of service to our patients, all employees at the National Maternity Hospital have a responsibility to ensure adherence to and participation in internal and external quality control and assurance programmes on an ongoing basis.

**Note: This job description is an outline of current broad areas of responsibility and accountability and should not be regarded as a comprehensive listing. As the role develops in the Hospital this job description may be reviewed in light of possible new structures and/or changing needs of the Hospital.**

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| **Terms and Conditions**  |

**Tenure:** This is a temporary contract of employment (maternity leave cover)

**Remuneration:** Remuneration is in accordance with salary scales approved by the Department of Health / Health Service Executive. The salary scale for this post currently ranges from €62,720 to €72,590 per annum. Assimilation onto the scale is based on relevant work experience and in accordance with circular 17/2013 for existing permanent employees Payment is made on a monthly basis by credit transfer.

**Hours:** 37 hours per week, exclusive of unpaid lunch breaks.

**Annual Leave:**  30 working days per annum.

**Superannuation:** Membership of a superannuation (pension) scheme is compulsory. Superannuation contributions at the appropriate rate (approximately 6.5% of basic salary) will be payable in accordance with the provisions of the determined superannuation scheme. Further information will be issued upon appointment to the role.

**Retirement Age:** Retirement age will be determined by the superannuation scheme a new employee is aligned to. Further information will be issued upon appointment to the role.

**Health:**  A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

**Garda Vetting:** The National Maternity Hospital is committed to providing the highest standard of care for our patients together with providing a working environment which recognises and values the right that each staff member and each patient to be treated with dignity and respect.

Satisfactory Garda (Police) vetting is therefore a condition of employment for this position. It is expected, **in advance of taking up this post** with the National Maternity Hospital, that you will have fully disclosed all information pertaining to any convictions recorded against you in the Republic of Ireland or elsewhere, or a statement of all convictions and/or prosecutions, successful or not, pending or complete, in the State or elsewhere as the case may be. Failure to do so will result in instant dismissal.