



POSITION DESCRIPTION

Name:	Medication Safety / Antimicrobial Stewardship (AMS) Pharmacist
Commencement / Last Date Reviewed:	November 2018
Reviewed By:	Director of Pharmacy

ORGANISATIONAL STRUCTURE

Position Title	Role / Team	Area	Direct Reports
Medication Safety / Antimicrobial Stewardship (AMS) Pharmacist	Pharmacy	Medical	NIL
Location	Employment Type	Reports To	Professional Accountability
Wangaratta	FT/PT/CAS	Director of Pharmacy	NHW

OUR VISION

To Be Recognised Leaders in Rural Health Care

OUR VALUES

CARING

EXCELLENCE

RESPECT

INTEGRITY

FAIRNESS

POSITION PURPOSE

The primary role of this Grade 2 Pharmacist position is to provide leadership for Medication Safety and Antimicrobial Stewardship across the organisation, recognising that the incumbent displays specialisation and excellence in their practice skills. This pharmacist will support NHW organisational goals by assisting Northeast Health Wangaratta in complying with Australian Commission on Safety and Quality in Healthcare accreditation standards, especially in relation to Standard 4 – Medication Safety and 3.15 & 3.16 – Antimicrobial stewardship. This role includes education and training to nursing and other NHW staff, in addition to supporting supervision of pharmacy interns and students. This specific role involves being the Medication Safety Pharmacist and the Antimicrobial Stewardship Pharmacist for NHW.



RESPONSIBILITIES AND MEASURES OF SUCCESS IN THE ROLE

The following table breaks down the key performance areas of responsibility for the incumbent. Measurements for performance areas will be agreed to with the Director of Pharmacy.

PERFORMANCE AREA	RESPONSIBILITY
Medication Safety / Antimicrobial Stewardship Responsibilities	<ul style="list-style-type: none"> - Provide leadership for Medication Safety across NHW, especially in relation to the Australian Commission of Safety and Quality in Healthcare Standard 4 - Medication Safety, ensuring compliance with accreditation requirements. - Provide leadership for Antimicrobial Stewardship NHW especially in relation to the Australian Commission of Safety and Quality in Healthcare Standard 3.15 & 3.16 - Antimicrobial Stewardship, ensuring compliance with accreditation requirements. - Ensure appropriate medication safety and quality use of medicines in all areas of clinical practice through implementation of hospital policy and formulary guidelines/restrictions, accreditation standards and through liaison with medical, nursing, pharmacy and performance improvement team staff. - Oversee all daily antimicrobial prescribing for NHW and lead targeted multidisciplinary patient reviews where possible - Maintain a presence in NHW's Operating Theatres including maintaining the inventory of controlled drugs within Theatre's Automated Medication Cabinets. - Actively participate in Medication Safety Committee and Infection Prevention & Control meetings. - Chair the multidisciplinary Antimicrobial Stewardship Working Group meetings, maintain & distribute records of meetings to membership & executive. - Participate in departmental and organisational educational and quality programs including orientation programs for new pharmacy, medical and nursing staff. - Initiate and participate in clinical pharmacy research projects and present at professional conferences, where appropriate. <p style="margin-left: 0;">- KPI TBC</p>
Core Pharmacist Responsibilities (General)	<ul style="list-style-type: none"> - Practice in accordance with NHW policies and procedures, and comply with legislative requirements for pharmacy practice, workplace health & safety, and privacy. - Dispense medication for patients as required. - Participate in the manufacture, preparation and dispensing of extemporaneous, aseptic and cytotoxic products, ensuring that all products are appropriately and efficiently prepared and according to the Code of Good Manufacturing Practice and NHW standard operating procedures, and relevant pharmaceutical guidelines as required. - Provide a safe and effective clinical pharmacy service to inpatients. - Ensure safe and effective medication use for all patients of NHW. - Reconcile patients' medications within 24 hours of admission, and document on the patient's Medication Management Plan as required. - Ensure antimicrobials are used appropriately in accordance with antimicrobial stewardship principles and NHW policy. - Liaise with other healthcare professionals to facilitate seamless transfer of care and handover. - Participate and maintain a log of Continuing Professional Development undertaken during each calendar year. Undertaking post-graduate studies in clinical pharmacy is encouraged. - Report medication incidents & near misses via VHIMS/Riskman software. - Other duties as specified by Director of Pharmacy. <p style="margin-left: 0;">- KPI TBC</p>
Employee Obligations- OHS	<ul style="list-style-type: none"> - Participate in the development of a safe and healthy workplace. - Comply with instructions given for their own safety and health and that of others, in adhering to safe work procedures. - Co-operate with management in its fulfilment of its legislative obligations. - Take reasonable care to ensure their own safety and health and that of others, and to abide by their duty of care provided for in the legislation. - To report any injury, hazard or illness immediately, where practical to their supervisor. - Not place others at risk by any act or omission. - Not wilfully or recklessly interfere with safety equipment.



WORKING RELATIONSHIPS

INTERNAL

- Director of Pharmacy
- NHW Staff Members
- Visiting Medical Officers & Surgeons

EXTERNAL

- Patients and Relatives
- Other Health Services in North East Victoria
- AHPRA and other membership entities

KEY SELECTION CRITERIA

Essential Criteria

- Ability to comply with the “Behavioural Outcomes” for this role.
- Current registration as a pharmacist with the Pharmacy Board of Australia.
- Experience in hospital pharmacy and clinical pharmacy practice.
- Demonstrated initiative and problem solving skills.
- An understanding of the accreditation standards relating to Standard 4 - Medication Safety and 3.15 and 3.16 - Antimicrobial Stewardship.
- Excellent communication and teaching skills.
- Demonstrated ability to build effective working relationships.
- Demonstrated ability to work both independently and as part of pharmacy and multi-disciplinary teams.
- Experience & proficiency in using various software such as email, MS Excel, MS Word, MS Powerpoint

Desirable Criteria

- Relevant post-graduate qualifications
- Experience with electronic medication management systems
- Proficiency in using iPharmacy

All staff must have and remain current for continued employment the following:

- A current National Police Check (renewed every 3 years)
- A current Working with Children Check (renewed every 5 years)
- Statutory Declaration for applicable workers who have lived overseas



Standards of Behaviour

Above the line Our staff will always:

Below the line Our staff will not:

Caring

Show compassion to all people
Demonstrate empathy and understanding
Work as part of the team
Mentor others
Provide encouragement to others
Care for others the way they would like to be cared for themselves

Be disrespectful
Be self-centered
Have inappropriate conversations with others
Display rudeness

Excellence

Commit to the NHW Hardwiring Excellence expectations
Have the courage to question what we do
Persevere to do the best job they can
Strive continuously to improve
Be professional and enthusiastic
Maintain customer focus

Give up
Demonstrate a 'can't-do' attitude
Accept mediocrity
Be unreliable
Pass the buck
Ignore feedback given by patients or colleagues

Respect

Maintain confidentiality and privacy
Listen to others and accept differences
Be punctual
Respond courteously
Greet all people by saying hello, smiling and introducing themselves
Be culturally informed and sensitive
Respect diverse opinions

Be sarcastic
Bully, harass or display aggression
Be judgmental
Withhold information
Contribute to rumours
Leave an untidy workplace

Integrity

Be open and honest
Lead by example
Be responsible and accountable for their own actions
Stand up and take action
Escalate issues or behaviors of concern

Be arrogant
Be dishonest
Be hypocritical
Avoid responsibility
Allow unacceptable behavior

Fairness

Demonstrate consistency
Treat people equally
Be considerate and understanding
Be collaborative and collegial

Discriminate against others
Demonstrate favoritism and exclusion
Refuse to assist others with their workload

Received By Employee

Name: _____

Date: _____