

Job Description

| | |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Title of Post: | Highly Specialist Pharmacist – Asthma and integrated respiratory care |
| Grade: | Band 8a with EDA |
| Location/Base: | Pharmacy Department, Guy's and St Thomas' Hospital |
| Accountable to: | Chief Pharmacist |
| Managed by: | Principal Pharmacist – Respiratory & Sleep Medicine |
| Objectives agreed by: | Consultant Pharmacist – Respiratory Medicine (CPRM) |
| Manages: | Professional Tutees and students as allocated |
| Accountable for: | Safe and clinically effective use of medicines in patients with respiratory disease |
| Liaison: | Medical consultants and other staff within the Respiratory Medicine Directorate Members of the KHP IRT Lambeth and Southwark CCG staff Senior Clinical Pharmacy Practitioners Other staff inside and out GSTT |

Guy's and St Thomas' NHS Foundation Trust

Guy's and St Thomas' is one of the largest hospital trusts in the country, with around 12,500 staff; an annual turnover of more than £1 billion; and 1.6 million patient contacts a year. Our hospitals have a long and proud history, dating back almost 900 years, and have been at the forefront of medical progress and innovation since they were founded. We continue to build on these traditions and have a reputation for clinical, teaching and research excellence.

We provide a full range of hospital services for our local communities and - from April 2011 – have integrated community services in Lambeth and Southwark into the Trust. We also provide specialist services for patients from further afield, including cancer, cardiac, kidney, women's and orthopaedic services, and we are home to the Evelina Children's Hospital. See www.guysandstthomas.nhs.uk

As an organisation we are committed to developing our services in ways that best suit the needs of our patients. This means that some staff groups will increasingly be asked to work a more flexible shift pattern so that we can offer services in the evenings or at weekends. We also have a positive approach to corporate social responsibility and are keen to engage our

staff in an agenda that ranges from promoting environmental sustainability to the creation of local employment opportunities.

We are part of King's Health Partners Academic Health Sciences Centre (AHSC), a pioneering collaboration between one of the world's leading research-led universities and three of London's most successful NHS Foundation Trusts. Our AHSC is one of only five in the UK and consists of King's College London and Guy's and St Thomas', King's College Hospital and South London and Maudsley NHS Foundation Trusts.

Across the AHSC we see around 3 million patients a year; have 30,000 staff; 20,000 students; and a combined annual turnover of £2.6 billion. Our AHSC brings together the best of basic and translational research, clinical excellence and world-class teaching to deliver groundbreaking advances in physical and mental healthcare. See www.kingshealthpartners.org

Organisational Values:

Our **values** help us to define and develop our culture, **what we do** and **how we do it**. It is important that you understand and reflect these values throughout your employment with the Trust.

The post holder will:

- **Put patients first** - consider the patient's needs and wishes in all that they do
- **Take pride in what they do** – strive for highest standards on own work and challenge colleagues to do the same
- **Strive to be the best** – in terms of patient care & teamwork
- **Act with integrity** - maintain the privacy & dignity of patients, work with integrity and be trustworthy, be accountable for own work
- **Respect others** – patients, visitors and colleagues. Actively give and receive feedback

Our values and behaviours framework describes what it means for every one of us in the Trust to put our values into action. The framework can be found on our Trust careers pages and Trust Intranet.

Job Summary: to lead, deliver, develop and evaluate medicines optimisation in the respiratory medicine department, in accordance with the objectives agreed with the CPRM. To provide a consistently high and innovative pharmaceutical service in line with the Trust Clinical Strategy, the NHS Plan and other major drivers for service standards. A key role of the position holder is supporting the care to these patients in primary care.

Detailed Duties:

1. Leadership

To lead clinical pharmacy services for patients under the care of respiratory medicine in accordance with the priorities set by the CPRM, to ensure safe, clinically effective and cost-efficient use of medicines in these patients.

- To drive delivery of appropriate prescribing, monitoring and pharmaceutical services to the respiratory medicine directorate:
 - Support the prescribing, and facilitate the dispensing of medicines for a defined cohort of patients (primarily with asthma) as agreed by the lead clinician for respiratory medicine and CPRM
 - Facilitate the safe and timely prescribing of medicines in primary care
 - Ensure delivery of the clinical governance agenda in relation to medicine use in the respiratory medicine Service
 - Support research and audit within the respiratory medicine service
 - Monitor, evaluate and manage the respiratory medicine Directorate prescribing budget
- To motivate and inspire others
- To proactively develop clinical pharmacy services in line with local and national objectives
- To demonstrate innovation
- To extend the boundaries of the pharmacy profession
- To ensure that issues related to pharmaceutical care are appropriately represented within respiratory medicine
- To work collaboratively with senior pharmacy and medical colleagues, the multidisciplinary team and senior management and to participate in the further development of pharmacy services in accordance with the agreed objectives
- To work across primary and secondary care to develop and promote safe medicines use, and facilitate cost-effective prescribing

2. Management of service

To be responsible for the provision of clinical pharmacy services for patients under the care of the respiratory medicine service. In accordance with the priorities set, the post holder will ensure safe, clinically effective and cost efficient use of medicines in these patients. The post holder will:

- identify and prioritise clinical pharmacy services to the Directorate
- reconcile national priorities with local realities
- work across traditional boundaries
- ensure national and local agendas are delivered
- establish processes for the setting and maintenance of standards of care
- identify and manage changes that need to occur to achieve these
- identify and manage the risks involved
- delegate authority appropriately to junior staff
- evaluate their performance against identified criteria using validated pharmacy competency assessments tools and Trust IPR tools
- promote Improvements in Working Lives
- review pharmaceutical and financial information affecting respiratory medicine in accordance with the needs of the directorate
- identify changes in prescribing practices that may impact on the drugs budget
- identify potential prescribing practices that may impact on budget (horizon scanning)
- demonstrate professional accountability to service users, stakeholders and the profession

- identify resources required to improve clinical pharmacy services to respiratory medicine
- produce and implement business plans for all advancements of pharmacy services
- be aware of and adhere to KPIs and the Trust's Corporate Governance commitments
- analyse and monitor drug-related incidents reported on within respiratory medicine and take action to minimise recurrences.

3. Evaluation of Service

To monitor clinical pharmacy services for patients within the respiratory medicine service in accordance with the objectives set by the CPRM. The post holder will:

- ensure that the quality of the pharmacy service to respiratory medicine is recognised as amongst the best nationally, in line with corporate objectives
- support clinical audit within respiratory medicine and ensure agreed recommendations are distributed and adopted
- evaluate the contributions of the post holder to the asthma team
- ensure departmental standards are met
- undertake clinical audit as part of the multi-disciplinary audit process
- undertake assessments / evaluations as required

4. Clinical Practice

To act as a clinical role model for pharmacists, physicians and other health care professionals and demonstrate the ability to provide safe, clinically effective and cost efficient use of drugs in these patients. The post holder will:

- demonstrate expert clinical pharmaceutical knowledge in asthma
- plan, manage, monitor and review therapeutic programmes
- manage and make appropriate referrals
- develop recognition as a national and/or international expert within the speciality of clinical pharmacy
- enhance the quality of patient care
- manage difficult and ambiguous problems
- tolerate uncertainty
- make decisions with limited information
- demonstrate an intuitive grasp of situations based on deep tacit understanding
- demonstrate a whole-system patient-focused approach
- demonstrate advanced level of clinical reasoning and judgement
- follow legal, ethical, professional and employers codes of conduct
- demonstrate professional accountability to patients
- prove awareness and commitment to the Trust's Clinical Governance Agenda

5. Research and Development

To develop clinical pharmacy services for patients under the care of respiratory medicine in accordance with the objectives set by the CPRM in order to advance the safe, clinically effective and cost efficient use of drugs in these patients. The post holder will:

- demonstrate a critical approach towards pharmacy practice in respiratory medicine
- integrate research evidence into practice
- identify gaps in the evidence base
- undertake own research and support others undertaking research

- establish research partnerships with Higher Education Institutes
- develop, implement, monitor and evaluate protocols and guidelines in respiratory Medicine
- develop clinical pathways in respiratory medicine
- co-ordinate the undergraduate and pre-registration student activity in these areas as appropriate
- actively seek to improve the pharmacy services provided to these patients

6. Education and Training

The post holder will:

- participate in education and training programmes to personally develop skills as part of a commitment to continuing education and the concept of lifelong learning
- identify and develop strategies of training needs of medical, nursing and pharmacy staff in order to undertake the roles required to care for respiratory patients
- provide education and training to relevant staff in relation to respiratory medicine
- contribute to the training programme for nurses on respiratory wards
- evaluate all training provided
- ensure the training needs of the pharmacy team care providing care for respiratory patients are identified and prioritised
- participate in the clinical training of the ward pharmacy team, the pharmacy department and the PTWR pharmacists in respiratory medicine
- identify own training needs
- actively seek novel opportunities to meet training needs
- maintain a portfolio of practice
- organise and manage practice-based and university-based E&T of pharmacy undergraduates from linked Schools of Pharmacy

7. To maintain a broad level of pharmacy practice

The post holder will:

- participate in the medical PTWR
- participate in the anticoagulation clinics, if appropriate
- participate in other areas of clinical pharmacy practice as required in order to ensure a broad base of pharmaceutical knowledge

8. To provide other duties as specified by the CPRM

9. To be aware of, and apply, relevant legislation such as the H&SAWA, COSHH, Medicines Act, GMP etc

10. To at all times practice in accordance with the standards expected by the General Pharmaceutical Council and the Royal Pharmaceutical Society.

The post holder is required to follow Trust policies and procedures which are regularly updated including:

Confidentiality / Data Protection / Freedom of Information

Post holders must maintain the confidentiality of information about patients, staff and other health service business in accordance with the Data Protection Act of 1998. Post holders must not, without prior permission, disclose any information regarding patients or staff. If any member of staff has communicated any such information to an unauthorised person those staff will be liable to dismissal. Moreover, the Data Protection Act 1998 also renders an individual liable for prosecution in the event of unauthorised disclosure of information.

Following the Freedom of Information Act (FOI) 2005, post holders must apply the Trust's FOI procedure if they receive a written request for information.

Information Governance

All staff must comply with information governance requirements. These includes statutory responsibilities (such as compliance with the Data Protection Act), following national guidance (such as the NHS Confidentiality Code of Practice) and compliance with local policies and procedures (such as the Trust's Confidentiality policy). Staff are responsible for any personal information (belonging to staff or patients) that they access and must ensure it is stored, processed and forwarded in a secure and appropriate manner.

Equal Opportunities

Post holders must at all times fulfil their responsibilities with regard to the Trust's Equal Opportunities Policy and equality laws.

Health and Safety

All post holders have a responsibility, under the Health and Safety at Work Act (1974) and subsequently published regulations, to ensure that the Trust's health and safety policies and procedures are complied with to maintain a safe working environment for patients, visitors and employees.

Infection Control

All post holders have a personal obligation to act to reduce healthcare-associated infections (HCAIs). They must attend mandatory training in Infection Control and be compliant with all measures required by the Trust to reduce HCAIs. **All post holders must comply with Trust infection screening and immunisation policies** as well as be familiar with the Trust's Infection Control Policies, including those that apply to their duties, such as Hand Decontamination Policy, Personal Protective Equipment Policy, safe procedures for using aseptic techniques and safe disposal of sharps.

Risk Management

All post holders have a responsibility to report risks such as clinical and non-clinical accidents or incidents promptly. They are expected to be familiar with the Trust's use of risk assessments to predict and control risk, as well as the incident reporting system for learning from mistakes and near misses in order to improve services. Post holders must also attend training identified by their manager, or stated by the Trust to be mandatory.

Flexible Working

As an organisation we are committed to developing our services in ways that best suit the needs of our patients. This means that some staff groups will increasingly be asked to work a more flexible shift pattern so that we can offer services in the evenings or at weekends.

Safeguarding children and vulnerable adults

Post holders have a general responsibility for safeguarding children and vulnerable adults in the course of their daily duties and for ensuring that they are aware of the specific duties relating to their role.

Sustainability

It is the responsibility of all staff to minimise the Trust's environmental impact by recycling wherever possible, switching off lights, computers monitors and equipment when not in use, minimising water usage and reporting faults promptly.

Smoking Policy

It is the Trust's policy to promote health. The Trust is smoke-free and smoking is banned on all Trust premises.

Review of this Job Description

This job description is intended as an outline of the general areas of activity and will be amended in the light of the changing needs of the organisation. To be reviewed in conjunction with the post holder.

Proposed Weekly Job Plan to include:

4 out-patient clinics per week (telephone and face-to-face)
Asthma MDM once weekly

Person Specification

Title: **Highly Specialist Pharmacist – Asthma and integrated respiratory care**

Band 8a

Location: **Guy's & St. Thomas' Hospital**

Qualifications: 1) MRPharmS
2) Higher Degree / Diploma in Clinical Pharmacy

Experience

| Essential | Desirable |
|--------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| Minimum of 4 years experience as a clinical pharmacist practitioner | Six years post registration |
| Variety of clinical practice | |
| Hold a certificate in Independent Prescribing or be in the process of achieving this | |
| Previous experience in delivering training and education | Previous experience in delivering training and education at post graduate level |
| Experience of multidisciplinary health services research | Demonstration of active participation in multi-disciplinary health care research |

Knowledge, skills and ability

| Essential | Desirable |
|---------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| Meets set targets | Identifies a vision for the delivery of pharmaceutical services to Respiratory Medicine |
| Meets expected levels of practice as defined by others | Identifies and implements best practice |
| | Can demonstrate innovation |
| Ability to influence senior pharmacy and medical staff, the multidisciplinary team and management | Demonstrated ability to influence practice at a directorate level |
| The ability to identify and prioritise clinical work | Ability to identify and prioritise clinical pharmacy services |
| Understanding of national and local priorities | Demonstration of the ability to reconcile national priorities with local realities |
| The ability to identify and manage risks | The ability to implement risk management procedures |
| Can work autonomously | Can delegate authority appropriately |
| Ability to evaluate quality of own work | The ability to evaluate service quality |
| Demonstrates expert clinical knowledge and skills | Recognised as a national and/or international expert within the speciality of clinical pharmacy |
| Demonstrates advanced level of clinical reasoning and judgement | Manages difficult and ambiguous problems |
| Enhances the quality of patient care | Tolerates uncertainty |
| Demonstrates awareness of and commitment to the Clinical Governance Agenda | Demonstrates a whole-system patient-focussed approach. |
| Integrates research evidence into practice | Undertakes own research |
| Ensures ward pharmacists training needs are identified and met | Evaluates the training provided |
| Evaluates service provision | Actively seeks to improve the ward and clinical services provided |
| Identifies own training needs | Actively seeks novel opportunities to meet training needs |
| Maintains a portfolio of practice | |
| Maintains a broad level of pharmacy practice | |

Accountability

