

JOB DESCRIPTION

JOB DETAILS	
Job Title	Lead Pharmacist HIV and Sexual Health
Reports to	Clinical Pharmacy Manager
Band	Band 8a
Department/Directorate	Pharmacy / Specialist Services

JOB PURPOSE
<ul style="list-style-type: none"> To provide a high quality, safe and patient focused clinical pharmacist service to the HIV and sexual health service to meet professional, divisional and Trust requirements. Responsible for providing specialist pharmacist advice on HIV therapeutics to the sexual health clinics within the Trust, prescribers, clinicians, nursing staff and patients. To deliver high quality patient care in line with legislation, national guidance and contract service specifications. Optimise clinical outcomes, improve medicines safety and deliver best value from medicines within the HIV and sexual health service.

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES
<ul style="list-style-type: none"> Lead and manage the provision of outpatient-based pharmacy services for sexual health services including managing stock lists, procurement of high cost antiretroviral drugs from outsourced outpatient pharmacy (or alternative provider), the development of appropriate standard operating procedures for supply of medications from clinics. Ensure clinical pharmacy services throughout the sexual health services are delivered consistently to the required standards ensuring a safe and cost-effective supply of medicines; this includes Blueteq approval or MDT approval for specified drugs is carried out and screening of prescriptions sent to dispensing pharmacy. Ensure medicines supply follows best value principles and any antiretroviral reimbursement or incentivisation schemes are managed within the service. Provide professional leadership, alongside the line manager for nursing staff and healthcare assistants involved in handling medication held as stock within the sexual health services to ensure appropriate medicines management. To develop, implement and maintain medicines protocols, and risk reduction initiatives in clinic and to support the development of clinical guidelines and patient group directions (PGD's) relating to pharmaceuticals across the sexual health service and SARC including PGDs used in community pharmacy e.g. Supply of emergency contraception Lead and support research, quality improvement and audit relating to clinical pharmacy across the Trust sexual health services Work collaboratively with clinical pharmacy team, Trust staff and external stakeholders and to reduce avoidable harm from medicines at transfer of care. Conduct pharmacist medication reviews, engaging directly with patients as well as external stakeholders to optimise patient care. Interpreting national policy for implementation such as national switch schemes. To contribute to the provision of pharmaceutical expertise within sexual health and Sexual Assault Referral Centre(s) (SARC). To assist in the implementation of efficient systems of medicine supply within the specialty. To assist in the implementation of cost improvement programs to reduce waste and drug spend.

KEY WORKING RELATIONSHIPS
<p>The post holder will be responsible for contributing directly to patient treatment by providing a comprehensive specialist clinical pharmacy service to the sexual health clinics (Exeter and Barnstaple) and associated inpatients within Royal Devon University Healthcare NHS Trust.</p>

The post holder will help to oversee the medicine management of medicines supplied via pharmacy to the main (Exeter, Barnstaple) and outlying (Tiverton, Holsworthy, Ilfracombe, Bideford) sexual health clinics as well as co-ordinating supply services through external providers to SARC services across Cornwall and Devon.

The post holder will be responsible for promoting a responsive, high quality, safe and cost-effective Pharmacy service within the sexual health speciality in order to optimise clinical outcomes, minimise adverse reactions and improve medicines safety.

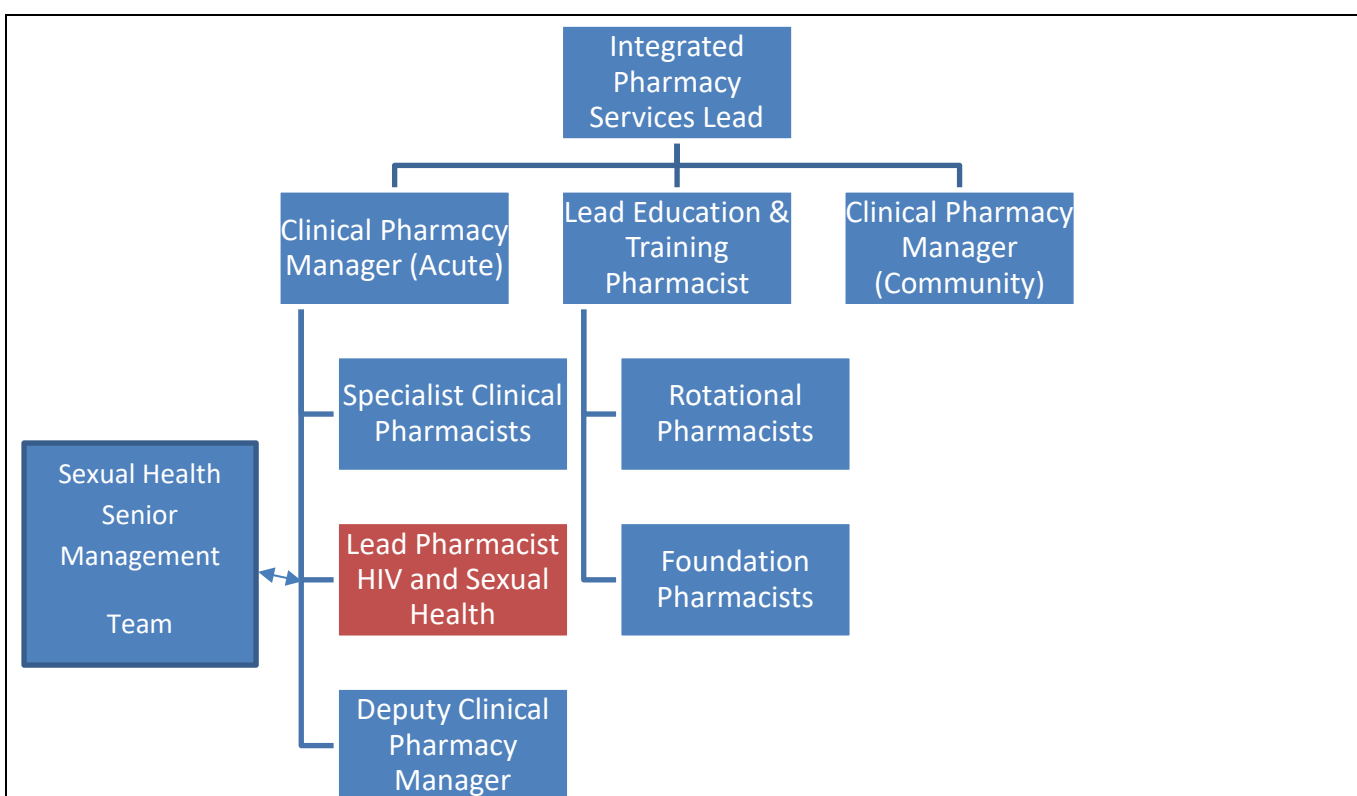
The post holder is required to deal effectively with staff of all levels throughout the Trust as and when they encounter on a day to day basis.

In addition, the post holder will deal with the wider healthcare community, external organisations and the public. This will include verbal, written and electronic media.

Of particular importance are working relationships with:

Internal to the Trust	External to the Trust
<ul style="list-style-type: none"> • Pharmacy senior management team and multi-disciplinary team within department. • Sexual Health senior management team. • Lead Clinician Sexual Assault Referral Centre (SARC). • Sexual health staff including administration team, healthcare assistants. • Lead Nurse for sexual health (Exeter, and Barnstaple) • Lead Nurse SARC • Community Services Clinical Pharmacy Manager and community-based team • High Cost Drugs Pharmacist • Clinical Pharmacy Manager (community) • Specialist clinical pharmacists • Foundation pharmacists • Dispensary Managers east and north • Procurement Leads east and north • Distribution staff east and north • Dispensary pharmacy staff (registered and non-registered) • Nursing Staff within department and Sexual Assault Referral Team • Medical Staff • Non-registered staff e.g. Healthcare assistants, administration team • Lead Education and Training Pharmacist • Lead for on-call pharmacy team • Pharmacy staff within Northern Services and Eastern Services 	<ul style="list-style-type: none"> • Staff from partner organisations (e.g. other NHS hospitals or Sexual Health clinics) • GP practices • Community Pharmacies • Local public health team (UKHSA) • Education partners, e.g. regional teams including NHS England, University of Exeter medical • Regional clinical pharmacy manager's network • Establish relationships with regional and national networks of HIV specialist pharmacists. • Pharmaceutical Industry representatives and medical information teams. • HIV Interest Groups e.g. HIV Pharmacists Association (HIVPA), British HIV Association, BHIVA, British Association for HIV and Sexual Health (BASHH). • Pharmacy Contracts and Logistics Lead (Plymouth) • NHS England staff e.g. specialised commissioning

ORGANISATIONAL CHART



FREEDOM TO ACT

- Discretion to work within scope of professional competence and expertise to support HIV and sexual health service delivery and provision of advice.
- Professionally accountable to the Clinical Pharmacy Manager (Eastern) for delivery of safe, effective and efficient clinical pharmacy service to patients within HIV and sexual health services.
- To participate in flexible working arrangement including 'late bank holidays and on call as appropriate. In order to deliver high standards of care to patients the pharmacy service operates 7 days a week and staff are therefore required to work some weekends as part of their contracted hours.
- Responsible for ensuring compliance with safety, legal, professional and organisational requirements of clinical pharmacy service delivery within post holder's remit.
- The post holder will be based in an outpatient clinic setting, is guided by national and local guidelines and works in collaboration with the sexual health team to establish how results are best achieved. The post holder will plan and manage their own workload and escalate concerns where support is needed.

COMMUNICATION/RELATIONSHIP SKILLS

- Provide and receive highly complex and highly sensitive information on a number of professional and clinical issues relating to medicines where there may be barriers to understanding.
- Demonstrate a variety of skills to facilitate communication of information to include persuasion, negotiation, training, influencing, motivation and reassuring in order to develop collaborative working and agreement across pharmacy team, Trust staff and relevant external stakeholders e. g. clinicians
- Participate fully and where required, in meetings e.g. specialty governance, multi-disciplinary team meetings.
- To assist medical and prescribing staff to adjust prescribing practices in line with the evidence base and local formulary requirements.
- Ensure that the Clinical Pharmacist manager is made aware of any circumstances that would, or may, compromise safe standards of clinical practice.
- Work collaboratively with the Education and Training Lead Pharmacist to co-ordinate and monitor provision of training for clinical pharmacists to include post-graduate training and undergraduate clinical placements
- Mentor and support clinical and post-graduate clinical diploma pharmacists as necessary
- Communicate effectively with partner organisations and other healthcare providers to improve patient care e.g. patients living with HIV requiring inpatient care .

- Effective communication between pharmacy team and other organisations (e.g. Sexual Health Referral Centres, the outpatient pharmacy, Prison Services to fulfil contractual requirements in a professional manner and to meet contractual requirements of SLA agreements .
- To adapt personal communication style and approach when providing advice and information to patients, to respond to patient needs where there may be communication challenges and barriers to understanding and advice may be challenged.
- Develop and maintain relationships with neighbouring providers to ensure clear pathways for patients. This will include primary and secondary care.
- Develop and maintain relationships with third party suppliers to ensure the safe and smooth running of home delivery and outsourced services.
- Develop and maintain relationship within the regional and national networks of HIV specialist pharmacists.
- Communicate information from sources such as medication safety bulletins; product recalls and recommend actions to the relevant teams.
- Communication with external healthcare organisations to resolve specialist medication-related issues which impact on patients within HIV and sexual health services e.g. UK HSA monkeypox public health vaccine work.

ANALYTICAL/JUDGEMENTAL SKILLS

- Promote awareness of and monitor compliance with the Trust New Drugs Group decisions including the promotion of the current content of the Devon joint formulary, clinical guidelines, NICE BHIVA, BASHH ,guidelines and policies.
- Within a clinic setting, use patient information, test results, examinations and consultation skills to make clinical and prescribing decisions.
- Prepare and deliver reports e.g. HIV switch data, FP10 reports and drug usage reports to Trust groups that provide clear information, recommendations and action plans about medicines issues impacting on the service.
- To undertake risk assessments and implement risk reduction measures where appropriate, to review and update safe systems of work on a regular basis.
- Frequent use of clinical judgement to challenge and influence decisions to ensure patient care is optimised e.g. prescribing decisions, medicines use in pathways
- Support the Trust Medication Safety Officer by undertaking investigations into medication incidents, share learning and implement any agreed actions to improve medicines safety
- Provide pharmaceutical advice to support production of guidelines, policies or protocols on medicine use and therapeutics to facilitate safe service delivery
- Frequent requirement to solve highly complex problems where there may be various options to consider and conflicting views on best course of action
- Review prescribed medications and recommend appropriate treatment reviews, dose adjustments and or treatment switches according to national and local policies.

PLANNING/ORGANISATIONAL SKILLS

- Plans and prioritises own workload to ensure high priority patients or issues are dealt with first e.g. medication supplies for high risk drugs, prescription reviews and prescribing completed on time.
- Frequent management and prioritising of own workload to tight deadlines and ensuring urgent work is completed within relevant timescales to provide high standards of patient care e.g. PGD reviews completed in a timely manner
- Ensure provision of training and support for trainees is planned and delivered in partnership with pharmacy and service colleagues
- Ensure clinical pharmacy service provision within HIV and sexual health service is delivered consistently to the required standards.

PATIENT/CLIENT CARE

- Provide a highly specialised clinical technical service and highly specialist advice, acting as an expert within scope of professional competence to support HIV and sexual health service delivery and provision of advice to patients
- Ensure provision of appropriate medication to support delivery of safe and effective patient care for all patients receiving care from sexual health and SARC services.

- Provide information to support ward-based pharmacists and other clinicians for patients living with HIV.
- Direct and telephone contact with patients in outpatient clinic. This will involve pharmacist-led reviews.
- Provision of medicines information to patients and carers on the appropriate use of medication.
- Making evidence-based decisions, in partnership with patients and other professionals within the specialist area.
- Liaise with other providers in primary and secondary care to ensure continuity of medicines management when patients are transferred to other services. This will involve developing and reviewing pathways with neighbouring organisations
- Ensure clinical practice is evidence based, shared and patient focused
- Lead and support provision of pharmacy service to provider organisations through agreed SLA service specifications and ensure high level provision to meet KPI requirements.
- Provide leadership to clinical team , reducing avoidable harm from e.g. hospital admissions.
- Promote and support national and ICS patient safety initiatives to improve medicines safety and outcomes in specific therapeutic areas e.g. antimicrobial prescribing; valproate safety.

POLICY/SERVICE DEVELOPMENT

- Responsible for interpreting clinical pharmacy policy within own area of expertise; developing and reviewing guidelines, PGD's policies and protocols within the sexual health service that involve medication.
- Responsible for service development with regards to medication aspects within the sexual health service which will involve consulting with relevant organisations.
- Implement pharmacy and medicines-related policies and procedures within the HIV and sexual health service clinical areas e.g. Medicines Management Policy.
- Work proactively and collaboratively to improve sustainability through implementation of identified and agreed changes to support the Trust Green Plan.

FINANCIAL/PHYSICAL RESOURCES

- Responsible for identifying possible cost reduction and/or efficiency initiatives in medicines usage, without adversely affecting the quality of the service provided.
- Actively leading on drug prescribing efficiency programmes delivering best cost-effective changes to prescribing programmes and clinical pathways within area of expertise.
- Ensure that the clinical team are fully engaged with the local and national commissioning agenda, Blueteq approval forms, and support the introduction of different ways of working, including homecare schemes.
- Ensure clinical team support implementation of medicines-related delivering best value schemes and consider medicines financial aspects in relation to service and pathway development
- Advising clinicians on cost efficient ways to source and prescribe items such as unlicensed drugs (ivermectin).
- Ensuring the Trust is appropriately reimbursed for drugs such as HIV PEP used in sexual health services and SARC.

HUMAN RESOURCES

- Deliver HIV / sexual health medicines prescribing related training to other healthcare professionals, including doctors, nurses, pharmacists and independent prescribers.
- Responsible for developing and supporting delivery of training to undergraduate pharmacy students, rotational pharmacists and foundation pharmacists within area of expertise

INFORMATION RESOURCES

- Requirement to prepare drug expenditure reports using appropriate software systems (e.g. Rx Info).
- To support sexual health through the provision of appropriate analysis, audits and reviews, suitable to inform decision making, to allow evidence-based service planning and provision.
- To ensure that medicines information specifically related to the treatment of sexual health patients is input, retained, and utilised in a systematic and appropriate way, this will include supporting the maintenance of the patient electronic information systems e.g. Inform Health software medicines profile management

- Demonstrate knowledge and proficiency in the use of pharmacy and hospital computer systems e.g. EPIC, Datix,
- Records personally generated medicines-related information e.g. medicines reconciliation information, summarises drugs information

RESEARCH AND DEVELOPMENT

- To support relevant medical, nursing and pharmacy staff to ensure that any clinical trials involving medicinal products that are related to the sexual health service, run efficiently and effectively.
- Develop ways of assessing guidelines, locally and nationally (e.g. clinical audits, usage data).
- Ensure that appropriate actions are taken to comply with National Institute for Health and Care Excellence (NICE) and Care Quality Commission (CQC) assessments.
- To undertake and collaborate on clinical research and audits projects within own area as required for role.

PHYSICAL SKILLS

- High level of accuracy and skill required for handling and dispensing of particular medicines (e.g. antiretroviral medications).

PHYSICAL EFFORT

- Combination of sitting, standing and frequent moving between clinical areas to deliver service and liaise with staff.
- Ability to travel to all Trust sites and regional meetings as required to fill responsibilities of the role.

MENTAL EFFORT

- Frequent requirement for concentration e.g. producing reports, reviewing policy documents, guidelines and protocols, clinical data, consultations and prescribing decisions.
- May be interrupted by urgent requests for advice e.g. responding to phone calls, interruptions from colleagues while working in clinic setting.

EMOTIONAL EFFORT

- Occasional direct exposure to distressing or emotional circumstances e.g. may work with distressed patients
- Work in an outpatient environment where sensitive information (e.g. health conditions, safeguarding concerns) are discussed .

WORKING CONDITIONS

- Frequent exposure to patients or relatives, who may be emotionally distressed
- Frequent VDU use for IT systems work e.g. electronic clinical system (EPIC) and Inform.
- Frequent requirement to work in different locations to fulfil requirements of the post e.g. frequent travel between base in Exeter and Barnstaple (alternative clinic location).

OTHER RESPONSIBILITIES

Take part in regular performance appraisal.

Undertake any training required in order to maintain competency including mandatory training, e.g. Information governance.

Contribute to and work within a safe working environment

You are expected to comply with Trust Infection Control Policies and conduct him/herself at all times in such a manner as to minimise the risk of healthcare associated infection

As an employee of the Trust, it is a contractual duty that you abide by any relevant code of professional conduct and/or practice applicable to you. A breach of this requirement may result in action being taken against you (in accordance with the Trust's disciplinary policy) up to and including dismissal.

You must also take responsibility for your workplace health and wellbeing:

- When required, gain support from Occupational Health, Human Resources or other sources.

- Familiarise yourself with the health and wellbeing support available from policies and/or Occupational Health.
- Follow the Trust's health and wellbeing vision of healthy body, healthy mind, healthy you.
- Undertake a Display Screen Equipment assessment (DES) if appropriate to role.

DISCLOSURE AND BARRING SERVICE CHECKS

This post has been identified as involving access to vulnerable adults and/or children and in line with Trust policy successful applicants will be required to undertake a Disclosure & Barring Service Disclosure Check.

GENERAL

This is a description of the job as it is now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed. This procedure is conducted by the manager in consultation with the jobholder. You will, therefore, be expected to participate fully in such discussions. We aim to reach agreement on reasonable changes, but if agreement is not possible, we reserve the right to insist on changes to your job description after consultation with you.

Everyone within the Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of vulnerable adults, children and young people and for ensuring that they are protected from harm, ensuring that the Trusts Child Protection and Safeguarding Adult policies and procedures are promoted and adhered to by all members of staff.

PERSON SPECIFICATION

Job Title	Lead Pharmacist HIV and Sexual Health
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Requirements	Essential	Desirable
QUALIFICATION/ SPECIAL TRAINING		
• Master's degree in Pharmacy or equivalent	E	
• Registered pharmacist with General Pharmaceutical Council	E	
• Postgraduate clinical specialist knowledge acquired through diploma level training or equivalent experience	E	
• Evidence of Continuing Professional Development in HIV/Sexual Health	E	
• Registered Independent Prescriber	E	
• Membership of the Royal Pharmaceutical Society of Great Britain		D
• Management training qualification e.g. NHS Leadership Qualification		D
KNOWLEDGE/SKILLS		
• Understanding of medication and pharmaceutical problems	E	
• Knowledge of national policies and current developments in HIV and sexual health	E	
• Knowledge of medicines funding streams and commissioning arrangements e.g. NHS E specialised commissioning		D
• Education techniques and presentation skills	E	
• Good general knowledge of healthcare systems	E	
• Understanding of hospital pharmacy systems	E	
• Knowledge of pharmacy homecare systems	E	
• Clinical pharmacy knowledge	E	
• Understanding of primary care pharmacy systems and interface	E	
• Excellent current knowledge of best pharmacy practice	E	
• Excellent interpersonal skills across all grades of staff	E	
• Leadership skills	E	
• Quality improvement knowledge and experience	E	
• Able to negotiate, influence and motivate	E	
• Able to make effective decisions	E	
• Knowledge of national and local commissioning arrangements for medicines	E	
• Excellent written and verbal communication skills	E	
• Ability to interpret information and provide advice	E	
• Adaptable and innovative in approach to work	E	
• Excellent organisation and prioritisation skills	E	
• Excellent keyboard skills and familiar with routine office software packages e.g. word, Excel, PowerPoint	E	
EXPERIENCE		
• Previous clinical pharmacy experience	E	
• Previous hospital pharmacy experience	E	
• Evidence of service development, clinical audit or guideline implementation	E	
• Working as an independent prescriber	E	
• Extensive experience of communication with prescribers, nursing and other MDT staff	E	
• Working with patients with HIV in a sexual health clinic or hospital setting		D
• Previous experience prioritising and organising own work in busy clinical environment	E	
PERSONAL ATTRIBUTES		
• Able to work as a team member and organise work of others	E	

<ul style="list-style-type: none"> Professional attitude and role model – honest, trustworthy, reliable, respectful Commitment to improving the quality of care for patients Commitment to Continuous Professional Development Responds positively to service deadlines Able to plan and manage own workload Possesses good verbal and written communication skills Able to work under pressure Self-motivated, enthusiastic and flexible Display an understanding of and ability to deal with patient confidential and sensitive information on a daily basis Ability to communicate complex medication issues to staff, patient and carers Compassionate Flexible and willing to adapt approach if required to support change Demonstrate understanding and ability to communicate and deal with all patients and/or carers. 	E E E E E E E E E E E E E	
OTHER REQUIREMENTS		
<ul style="list-style-type: none"> The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust. Ability to travel to other locations as required for the role to include (but not limited to) Barnstaple and Exeter. 	E E	

		FREQUENCY			
		(Rare/ Occasional/ Moderate/ Frequent)			
WORKING CONDITIONS/HAZARDS		R	O	M	F
Hazards/ Risks requiring Immunisation Screening					
Laboratory specimens	N				
Contact with patients	Y				
Exposure Prone Procedures	N				
Blood/body fluids	N				
Hazard/Risks requiring Respiratory Health Surveillance					
Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate)	N				
Respiratory sensitisers (e.g. isocyanates)	N				
Chlorine based cleaning solutions (e.g. Chlorclean, Actichlor, Tristel)	N				
Animals	N				
Cytotoxic drugs	N				
Risks requiring Other Health Surveillance					
Radiation (>6mSv)	N				
Laser (Class 3R, 3B, 4)	N				
Dusty environment (>4mg/m3)	N				
Noise (over 80dBA)	N				
Hand held vibration tools (=>2.5 m/s2)	N				
Other General Hazards/ Risks					
VDU use (> 1 hour daily)	Y				✓
Heavy manual handling (>10kg)	N				
Driving	N				
Food handling	N				
Night working	N				
Electrical work	N				
Physical Effort	Y		✓		
Mental Effort	Y				✓
Emotional Effort	Y		✓		
Working in isolation	N				
Challenging behaviour	Y		✓		