

Austin Health Position Description



Position Title: Pharmacist Grade 2, Cancer Services

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| Classification: | Pharmacist Grade 2, SX2 - SX5 |
| Business Unit/ Department: | Pharmacy Department |
| Agreement: | Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Enterprise Agreement 2021 - 2025 |
| Employment Type: | Full-Time |
| Hours per week: | 40 hours with ADO |
| Reports to: | Director of Pharmacy/ Senior Pharmacist, Cancer Services |
| Direct Reports: | |
| Financial management: | Budget: |
| Date: | June 2024 |

About Austin Health

Austin Health is one of Victoria's largest health care providers. Comprising the Austin Hospital, Heidelberg Repatriation Hospital, Royal Talbot Rehabilitation, Hospital in the Home and community based health services; Austin Health is an internationally recognised leader in clinical teaching, training and research, with numerous university and research institute affiliations.

Austin Health employs near 9,000 staff across its sites; including over 1,600 doctors and 3,000 nurses, and delivers a full range of leading edge clinical services, including several state-wide services (liver transplant, spinal cord injury service, respiratory support service, child inpatient mental health service). In total, Austin Health provides over 900 beds, including mental health, aged-care and rehabilitation beds and a range of community and in the home services. The current annual operating budget is in excess of \$960 million.

Austin Health delivers vital state-wide services to all Victorians, including to diverse multicultural and veteran communities. It also provides community and specialty services to the people of Melbourne's north-eastern corridor in a safety-focused, team-oriented and stimulating work environment.

Austin Health's current vision is to change healthcare for the better through world class research, education and exceptional patient care.

Our values define who we are, shape our culture and the behaviours, practices and mindset of our people. Our values are: Our actions show we care, we bring our best, together we achieve and we shape the future. www.austin.org.au/about-us

Austin Health is committed to providing an inclusive culture where all employees can contribute to the best of their ability and strive to develop further. Find more at <http://www.austin.org.au>

Position Purpose

Provide high-quality clinical pharmacy services to haematology/oncology patients in both the inpatient and ambulatory care setting through collaboration with the Cancer Services team.

Key customers are: Cancer Services Staff (Medical, Nurses, and Allied Health), Pharmacy Staff and Patients

About the Austin Health Pharmacy Department

The Pharmacy Department Mission Statement is:
“Working together to provide optimum pharmaceutical care”.

Comprehensive pharmacy services are provided at the two main sites of Austin and Repatriation campuses and also to Royal Talbot Rehabilitation Centre. Pharmacy staff participate in a coordinated work team via a roster system, and they work at different sites (as needed) in order to provide an integrated, high quality service to all pharmacy department consumers.

Our philosophy is to foster a learning environment and to promote teamwork as the best method to deliver day to day services, for both our consumers and individual staff members.

Purpose and Accountabilities

Role Specific:

The following activities are components of the position to assist in meeting the key responsibilities

Key responsibilities are:

The key responsibilities are to provide innovative and high-quality clinical pharmacy services within the Haematology/Oncology Service. Clinical duties are also performed in other areas of Austin Health, as needed.

Ambulatory Chemotherapy

Provide collaborative pharmaceutical care to patients in the ambulatory

haematology/oncology setting, including the home-based cancer program.

- Review chemotherapy orders.
- Coordinate chemotherapy and supportive care orders and supplies for Day Oncology patients and patients of the home-based program.
- Support oral chemotherapy dispensing services.
- Evaluate and manage adverse events and medicine interactions associated with chemotherapy.
- Counsel patients and caregivers regarding chemotherapy including use of oral chemotherapy.
- Apply best practices to improve safety in the chemotherapy medication process.
- Support the Senior Pharmacist, Cancer Services in coordination of all aspect of oncology pharmacy aseptic and clinical work.
- Support day-to-day running of oncology clinical services in accordance with the standard operational procedures, local and national guidelines and all legislation.
- Provide education to pharmacy and hospital staff related to chemotherapy.

Ward Pharmacy Services – Haematology/ Oncology inpatient

Provide comprehensive pharmaceutical care to haematology/oncology inpatients through integrated medicines distribution, clinical services and teaching. This may include but is not limited to the following activities:

- Obtain an accurate medication history on admission.
- Review medication orders including chemotherapy.
- Coordinate chemotherapy orders.
- Assess and document adverse medicine reactions.
- Develop medication management plans.
- Conduct therapeutic medicine monitoring.
- Participate in multidisciplinary ward rounds and meetings.
- Provide medicines information to health professionals.
- Provide medication information to patients or carers.
- Timely supply of medications.
- Recording of clinical interventions as appropriate.
- Facilitating the discharge process.
- Check accuracy of dispensing processed by pharmacy interns, technicians and students.
- Facilitate seamless transition between healthcare providers.
- Participate in quality use of medicines projects and audits.
- Promote medication safety.
- Promote rational, cost-effective medicine therapy.
- Precept and mentor pharmacy interns and students.
- Perform assigned activities as directed by the Senior Pharmacist, Cancer Services or the Clinical Pharmacy Coordinator.

Assist with Clinical Education

All grade 2 pharmacists are expected to assist with the provision of a wide variety of clinical education to pharmacists, health professionals and patients if requested by the Education and Training Pharmacists. This involves planning, organising, delivering and evaluation activities. Pharmacists will present educational items in clinical pharmacy meetings as requested by clinical training and education pharmacists or the clinical coordinator. All education developed/provided must be based upon accurate, up-to-date and evidence-based information.

Outcome Measure:

1. The pharmacist regularly attends education meetings as requested and provides suggestions for potential topics, speakers, delivery methods, assessment and improvements for future CPD activities for pharmacists
2. The pharmacist will actively participate in the clinical education program and present at least one clinical education session

General responsibilities are:

Policies and Procedures

All pharmacy staff must act in accordance with all relevant legal, Austin Health, Formulary, Drug & Therapeutics Committee etc. policies and procedures.

Outcome Measure:

- Any actions which have occurred contrary to policy must be recorded and action taken to minimise future variation from policy.

Occupational Health and Safety

Participation in the pharmacy department occupational health and safety program is mandatory.

Report to the management any unsafe work practices, hazards, and near miss incidents and accidents to the management.

Outcome Measure:

- Annual O&HS target activities are undertaken within the designated time frame.
- Incidents, clinical issues, hazards, safety risk and near misses are responded to and reported appropriately.

Continuing Education and Competency

All pharmacy staff must participate in the training and assessment processes including relevant competency assessments in the area of practice.

All pharmacists must undertake the continuing professional development (CPD) activities as required by the Pharmacy Board of Australia.

All pharmacists must participate in the Austin Health pharmacist continuing education program.

All pharmacists must participate in an ongoing competence assessment program

(shpaclinCAT) as part of an overall staff development program

Outcome Measures:

- Training and assessment in the area of practice completed and satisfactory.
- CPD requirements are met.
- Present at least one CE lecture a year according to the Austin Health Pharmacist CE roster.
- shpaclinCAT evaluation completed annually

National Safety and Quality Standards in Health Care

- Assist in the compliance of the Standards in the area of practice.

Outcome Measure:

- Self-assessment against the Standards completed for the accreditation process of Austin Health in the area of practice.
- Evidence of compliance is documented.

Other Responsibilities

- Participate in the Pharmacy Department's Performance Development Program.
- Other duties as required.

All Employees:

- Comply with Austin Health policies & procedures, as amended from time to time, which can be located on the intranet (The Hub): <http://eppic/>
- Report incidents or near misses that have or could have impact on safety - participate in identification and prevention of risks
- Comply with the Code of Conduct

People Management Roles:

- Ensure clear accountability for quality and safety within the department
- Ensure incident management systems are applied and a response to local issues and performance improvement occurs; ensure the risk management system is functional
- Be aware of and comply with the core education, training and development policy.

Selection Criteria

Essential Knowledge and skills:

1. Registered as a pharmacist with AHPRA and with no restrictions.
2. Relevant post graduate qualification
3. A minimum of 2 years of hospital pharmacist experience since registration
4. Have recognised, well-developed clinical pharmacy knowledge and skills

5. Previous experience supporting a haematology/medical oncology service in inpatient and/or outpatient setting
6. Maintains competency in haematology/oncology pharmacotherapy
7. Able to represent the pharmacy department on haematology/ oncology committees or work groups
8. Excellent communication skills
9. Able to work in a multidisciplinary team environment
10. Demonstrates initiative, innovation and attention to detail
11. Demonstrates commitment to continuing professional development
12. A commitment to Austin Health values: Our actions show we care, we bring our best, together we achieve and we shape the future. www.austin.org.au/about-us

Selection Criteria (Highly Desirable)

1. BPS Board Certified Oncology Pharmacist (BCOP) or undertaking BCOP
2. Completed postgraduate course in Oncology Pharmacy Practice or specialized clinical residency in Oncology
3. Presentation of paper/poster at pharmacy conference
4. Publication of article/paper in pharmacy journal
5. Have undertaken projects to improve the pharmacy service practice is preferred

General Information

Austin Health is a Child Safe Environment

Austin Health is committed to child safety. We want children to be safe, happy and empowered. We support and respect all children, as well as our staff and volunteers. Austin Health has zero tolerance of child abuse, and all allegations and safety concerns will be treated seriously in line with legal obligations and our policies and procedures.

Equal Opportunity Employer

Applications from Aboriginal and Torres Strait Islanders are encouraged to apply. For more information about working at Austin Health, please follow this link to Austin Health's Aboriginal Employment website:

<http://www.austin.org.au/careers/Aboriginalemployment/>

Document Review Agreement

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| Manager Signature | |
| Employee Signature | |
| Date | |