

# Position Description

## Pharmacist Grade 2 – Cancer Services

<b>Classification:</b>	Pharmacist Grade 2, SX2 – SX5
<b>Business unit/department:</b>	Pharmacy Department
<b>Work location:</b>	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input type="checkbox"/> (please specify)
<b>Agreement:</b>	Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Enterprise Agreement 2021-2025
	Choose an item.
	Choose an item.
<b>Employment type:</b>	Fixed-Term Full-Time
<b>Hours per week:</b>	38 hours with ADO
<b>Reports to:</b>	Deputy Director of Pharmacy
<b>Direct reports:</b>	
<b>Financial management:</b>	
<b>Date:</b>	August 2025

Austin Health acknowledge the Traditional Custodians of the land on which Austin Health operates, the Wurundjeri People of the Kulin Nation. We pay our respects to Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples.

### 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 Directorate/Division/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.

## Position responsibilities

### 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.



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- 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.
- Participate on the weekend and on-call roster.

### 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

## Selection criteria

### Essential Knowledge and skills:

1. Have recognised, well-developed clinical pharmacy knowledge and skills
2. Previous experience supporting a haematology/medical oncology service in inpatient and/or outpatient setting
3. Able to represent the pharmacy department on haematology/ oncology committees or work groups
4. Excellent communication skills
5. Able to work in a multidisciplinary team environment
6. Demonstrates initiative, innovation and attention to detail
7. Demonstrates commitment to continuing professional development
8. 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](http://www.austin.org.au/about-us)

### Desirable but not essential:

#### Selection Criteria (Highly Desirable)

1. BPS Board Certified Oncology Pharmacist (BCOP) or undertaking BCOP
2. Completed postgraduate course in Cancer Therapy Pharmacy Practice or AdPha/ANZCAP clinical residency in Cancer Services



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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

## Professional qualifications and registration requirements

- Registered as a pharmacist with AHPRA and with no restrictions
- Relevant post graduate qualification
- At least 3 to 5 years of post-registration hospital experience, preferably in Cancer Services or another specialised area

## Quality, safety and risk – all roles

All Austin Health employees are required to:

- Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality and risk policies and guidelines.
- Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.
- Comply with requirements of National Safety and Quality Health Service Standards and other relevant regulatory requirements.

## Other conditions – all roles

All Austin Health employees are required to:

- Adhere to Austin Health's core values: *our actions show we care, we bring our best, together we achieve, and we shape the future.*
- Comply with the Austin Health's Code of Conduct policy, as well as all other policies and procedures (as amended from time to time).
- Comply with all Austin Health mandatory training and continuing professional development requirements.
- Provide proof of immunity to nominated vaccine preventable diseases in accordance with Austin Health's immunisation screening policy.
- Work across multiple sites as per work requirements and/or directed by management.

## General information

### Cultural safety



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Austin Health is committed to cultural safety and health equity for Aboriginal and/or Torres Strait Islander People. We recognise cultural safety as the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and cultural sensitivity. It empowers people and enables them to contribute and feel safe to be themselves.

### **Equal Opportunity Employer**

We celebrate, value, and include people of all backgrounds, genders, identities, cultures, bodies, and abilities. We welcome and support applications from talented people identifying as Aboriginal and/or Torres Strait Islander, people with disability, neurodiverse people, LGBTQIA+ and people of all ages and cultures.

### **Austin Health is a child safe environment**

We are committed to the safety and wellbeing of children and young people. We want children to be safe, happy and empowered. Austin Health has zero tolerance for any form of child abuse and commits to protect children. We take allegations of abuse and neglect seriously and will make every effort to mitigate and respond to risk in line with hospital policy and procedures.



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