

Position Description

Health Independence Program

Pharmacist G3 Medication Management Team

Classification:	SX6-SX81
Business unit/department:	Continuing Care, Health Independence Program (HIP)
Work location:	Austin Hospital <input type="checkbox"/> Heidelberg Repatriation Hospital <input checked="" type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input type="checkbox"/> (please specify)
Agreement:	Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Enterprise Agreement 2021-2025
Employment type:	Part-Time
Hours per week:	24
Reports to:	Francis Lagan
Direct reports:	nil
Financial management:	nil
Date:	August 2025

Austin Health acknowledges 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

The HIP Medication Management Pharmacist will provide high quality, safe and efficient care to support the discharge of Austin Health patients and prevention of hospital readmission. The position is primarily based at the Repat Campus but will involve work across the entire health service. This includes travel between all three campuses, clients' homes and residential aged care facilities as needed.

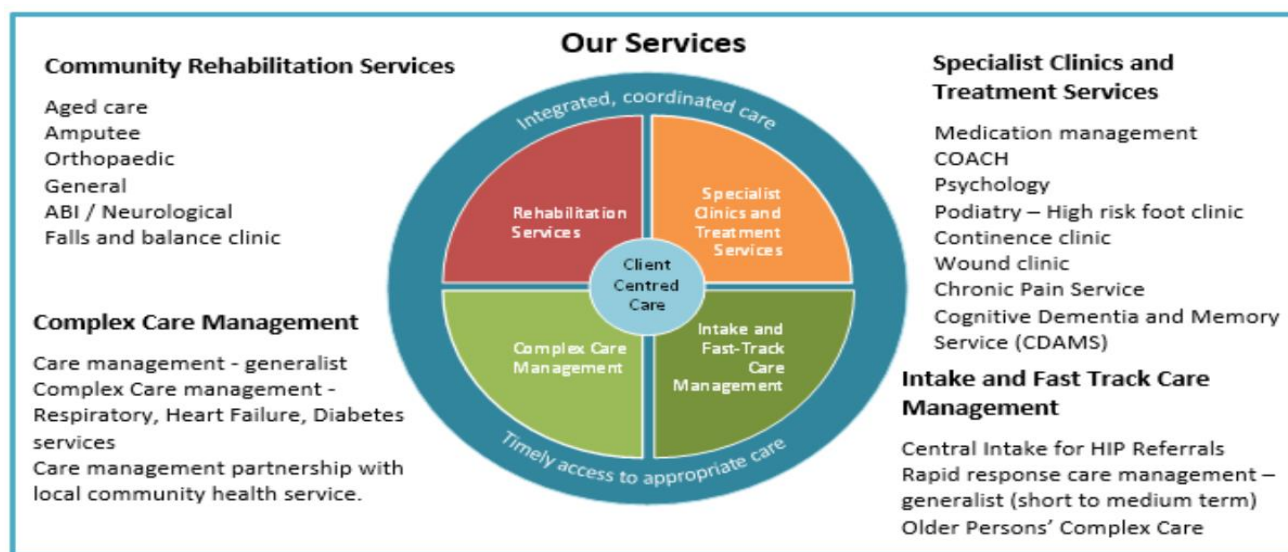
This role also includes coordination of the Medication Management Team and responsibility for provision of medication management services for the Transition Care Program (TCP), delivered either in the clients' home or residential care facilities.

About the Health Independence Program

Health Independence Program

Austin's Health Independence Program (HIP) is funded by the Victorian Department of Health and Human Services and is part of the Continuing Care Division. HIP provides multi-disciplinary services that support people with health problems and other complex conditions to optimise their function and self-management skills so that they can live independently and well in their homes and community. The Health Independence Program encompasses many of the services that deliver health care to support the transition from hospital to home. These services can also prevent the need for a hospital presentation or stay, with people able to access these services directly from the community.

At Austin, the Health Independence Program encompasses the following services which aim to provide integrated and coordinated care that responds to the client's needs and goals.



Position responsibilities

Clinical Duties

- Provide a comprehensive community-based medication review, aiming to minimise medication misadventure in the community.
- Ensure care and education is planned and delivered in partnership with the patient/carer to achieve the best possible outcomes.
- Consistently provides a high standard of clinical practice in accordance with clinical guidelines to enable the delivery of a quality service.
- Ensures provision of ongoing care with appropriate on-referral, addressing the needs of the patient.
- Ensures patients are informed of the consent process, understand and provide consent for their healthcare.
- Conduct patient home visits to optimise medication management where appropriate
- Meets KPI's for service delivery within the medication management program



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Administrative

- Commence and maintain required clinical records in the relevant databases, including Scanned Medical Record (SMR), Medtrak and Austin Community Vue.
- Participate in the development, application and maintenance of program policies and procedures to support the ongoing development and improvement of the medication management program and wider HIP services.
- Participate in recruitment and selection of new staff as relevant
- Actively ensure all administrative documentation and processes are completed in a manner consistent with organisational policies and procedures, legislative and regulatory requirements.
- Participate in the development of a Quality and Business Plan for the unit in accordance with the organisational accreditation guidelines.
- Keep the team leader updated and informed in a timely manner of issues arising during the workday the medication management team
- To assist in provision of leave cover within the clinical discipline for periods of approved leave and across the HIP as required.
- Carry out other duties as delegated by the HIP Manager and Team Leader (as designated).

Teaching, Training and Development

- Maintain a strong partnership with the Austin Pharmacy Department to support ongoing professional development, education, and the training of fellow pharmacists.
- Identify training and educational requirements and priorities for the Medication Management service.
 - Contribute to the development and promotion of HIP services, internally and externally.
 - Set goals for your own continuous professional development.
 - Participates in, initiates, and contributes to quality improvement activities and research initiatives.
 - To attend and participate in relevant professional activities both internal and external to the organisation
 - To coordinate in-service training to nursing, medical, allied health staff and students as required.
 - Identify and contribute to areas that require improvement through observation, audits, incidents and staff feedback, and implement improvement initiatives accordingly.

Selection criteria



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Essential skills and experience:

- Minimum of 5 years' experience as a registered pharmacist.
- Experience as a clinical ward pharmacist.
- Experience and demonstrate flexibility in working with people with a range of complex needs.
- A commitment to Austin Health values.
- Show initiative and the ability to work autonomously.
- Ability to work as part of a team.
- Demonstrate well developed assessment and medication review skills.
- Understanding of community pharmacy practice.
- Client centred approach to service delivery.
- Demonstrated critical thinking and problem-solving skills.
- Highly developed interpersonal communication (written and verbal).
- Knowledge of the hospital service environment.
- Demonstrated ability to be innovative, resourceful and adaptive to change.
- Proficient in relevant computer skills and knowledge of various computer applications.
- Commitment to continuous quality improvement and safety.
- Well-developed workload and time management skills.
- Demonstrated ability to identify risks and appropriate management.
- Commitment to professional development and evidence-based practice.
- Evidence of a current Victorian Driver's Licence and willingness to drive for work-related activities.

Desirable but not essential:

Accreditation to perform Home Medicine Reviews.

Completion, or working toward, post graduate qualifications such as a master's in clinical pharmacy or equivalent.

Experience in leading project and or quality initiatives.

Professional qualifications and registration requirements

Educational Qualifications & Experience:

- Bachelor's degree in pharmacy
- Current registration with AHPRA.

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.



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- 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

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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