

Position Description

Senior Digital Health Pharmacist

Classification:	Pharmacist Grade 3 (SX6 – SX81)
Business unit/department:	Pharmacy
Work location:	Austin Hospital ☒ Heidelberg Repatriation Hospital ☒ Royal Talbot Rehabilitation Centre ☒ Other ☐ (please specify)
Agreement:	Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Enterprise Agreement 2021-2025
Employment type:	Fixed-Term Full-Time
Hours per week:	38
Reports to:	Deputy Director of Pharmacy (Digital Health) / Chief Pharmacy Information Officer
Direct reports:	As per departmental reporting structure
Financial management:	Budget: N/A
Date:	July 2026

Austin Health acknowledges the Traditional Custodians of the land on which we operate, the Wurundjeri Woi Wurrung 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 Senior Digital Health Pharmacist will work closely with pharmacy leadership and digital health team, clinical stakeholders, and EMR & ICT team to implement integrated automated dispensing cabinets and closed loop medication administration at Austin Health. They will also work collaboratively with the Pharmacy Digital Health team to support and maintain other pharmacy digital health systems to facilitate high-quality, efficient, and innovative pharmacy and medicines management services. Additionally, they will support pharmacy leadership team in developing and executing the ongoing Pharmacy Digital Health Strategy.

About the Directorate/Division/Department

The Pharmacy Department sits within the Division of the Chief Medical Officer and provides comprehensive high-quality care to Austin Health patients and supports other members of the healthcare team in all aspects of medicines management. The department consists of a skilled team of pharmacists, technicians and support staff working across all three campuses of Austin Health to ensure patients receive excellent care.

Position responsibilities

Role Specific:

- Successfully implement integrated automated dispensing cabinets (ADC) and closed loop medication administration workflows. This will be achieved by but not limited to:
 - engaging and consulting key clinical stakeholders and working collaboratively with pharmacy digital health team, Cerner EMR team and vendor
 - designing, building, testing and validating build and clinical workflows to ensure technical build facilitates safe and efficient medication administration processes
 - designing and developing ADC system reporting to support audit, quality improvement and research
 - tracking, managing and mitigating application defects as they arise
 - developing governance processes to ensure ongoing maintenance of ADC and closed loop medication administration workflows
 - developing and delivering change and education material to support learning needs of all users (both clinical and technical)
 - providing day-to-day support and monitoring on relevant role-based communicator roles
- Support the Pharmacy Digital Health team in developing a strategic approach and maintaining pharmacy digital health systems to facilitate the provision of safe, efficient, and innovative pharmacy services
- Represent pharmacy digital health team as an expert resource and communication liaison as required
- Participate in meetings, committees, and continuing education to improve individual, departmental and organisational performance

Management and Leadership

- Provide strategic leadership to ensure effective service delivery
- Provide specialist medication advice to medical, nursing, and allied health staff
- Support strategic goals for safe, timely, evidence-based care
- Promote a culture of continuous improvement, innovation, and professional development
- Represent Pharmacy on committees and collaborate with leadership teams across Austin Health
- Provide operational and performance advice to the Pharmacy Executive
- Represent the department in external activities and professional organisations
- Support other departmental services and perform duties as directed

Education and Training

- Facilitate training and education programs

Quality, Safety and Research

- Implement and monitor medication management KPIs
- Contribute to policy development, quality improvement, and research initiatives
- Ensure compliance with legislation, accreditation standards, and guidelines
- Identify and manage risks, promote cost-effective medicine use, and reduce waste
- Support staff development through conferences and feedback sharing



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Workforce

- Foster a culture aligned with Austin Health values
- Manage leave effectively
- Provide operational cover as required
- Participate in weekend, public holiday, and on-call services

Selection criteria

Essential:

- Minimum of 5 years' experience as a Hospital Pharmacist
- Deep understanding of hospital medication workflows and medication safety strategies
- Advanced clinical pharmacy knowledge and expertise in relevant area
- Highly effective, professional, and courteous communication skills
- Demonstrated ability to work collaboratively within a team, showing initiative and motivation
- Proven leadership capabilities
- Experience in staff training, supervision, and performance management
- Strong commitment to delivering high-quality patient care
- Ability to represent the pharmacy department on internal and external committees
- Demonstrated problem-solving skills with a proactive approach
- Excellent communication, negotiation, and organisational abilities
- Capacity to work independently while managing competing priorities
- Demonstrated commitment to patient safety and clinical excellence
- Ability to perform under pressure, meet deadlines, and prioritise workload effectively
- A commitment to Austin Health values
- Well-developed data analysis skills

Desirable but not essential:

- Relevant post graduate qualification
- Experience in pharmacy informatics, Electronic Medical Record systems and Automated Dispensing Cabinets
- Experience in leading or contributing to quality improvement or safety projects within pharmacy services
- Demonstrate commitment to development of the profession through involvement in relevant pharmacy organisations (e.g., AdPhA, PSA, ACPP, AHP) or participation in relevant groups
- Project management experience

Professional qualifications and registration requirements

- Registered, or eligible for general registration, as a pharmacist 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



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- 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

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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