**KERNOW HEALTH CIC**

**JOB DESCRIPTION**

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| **Job details** | |
| Job Title: | Lead ICA Clinical Pharmacist |
| Salary: | £45,000 - £53,000 pro rata depending on experience |
| Hours/Contract: | Part-Time- 4.5 hours per week  Fixed-term- 12 months fixed term |
| Department: | Cornwall Training Hub |
| Managerially Accountable to: | Head of OD &Workforce/ training Hub lead |
| Professionally Accountable to: | Head of OD &Workforce/ training Hub lead |
| Location: | Cudmore House |
| **Job summary / purpose** | |
| The Primary Care Networks (PCN’s) in Cornwall have introduced this role in recognition of the value of the clinical pharmacy workforce and the need for this workforce to have leadership and coordination across the Integrated Care Area (ICA). There are 13 PCN’s in Cornwall, working across 3 Integrated Care Areas (East, Mid and West) and we are seeking a lead for each ICA area to provide the leadership and co-ordination required.  This is a new role to support, develop and promote the role of Pharmacy in Primary Care, working with partners across the system to ensure a high quality service, aligned to the strategic vision for medicines optimisation and the integrated care system. The post holder will be an experienced Clinical Pharmacist who will provide the leadership and co-ordination of clinical pharmacy for their Integrated Care Area, working with the Primary Care Networks (PCN’s) and partners across the ICA, under the direction of the Lead Pharmacist.  As the role of the Clinical Pharmacist in General Practice develops, there is a need for leadership and coordination to integrate this role into the wider workforce and to ensure that appropriate support, education, training and supervision are provided. This role will work with the PCN’s in the ICA to help reduce unnecessary duplication, provide strategic direction, prevent professional isolation and continue the development of the workforce in primary care. Working closely with pharmacy partners across Cornwall, together with the Pharmacy System Leadership team and the Professional Ambassadors in Clinical Pharmacy, you will seek to embed and develop pharmacy and medicines optimisation across general practice and care homes ensuring the delivery of consistent, high quality integrated service. | |
| **Organisation chart** | |
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| **Primary duties and responsibilities** | |
| * To lead on, plan and organise a broad range of programmes and activities to support the delivery and implementation of the clinical pharmacist strategy and programme of support as part of the development of pharmacy a specialist service. * To represent the PCN Pharmacy workforce within the ICA, highlighting potential problems, developing solutions and working to integrate the Clinical Pharmacist and pharmacy technician role. * To represent GP pharmacists in practice at the Pharmacy System Leadership Group, operating as a specialist lead. * To represent pharmacy and medicines optimisation at ICA meetings. * To work with the System Pharmacy Group, undertaking research, inputting ideas, shaping the strategic direction and developing tangible outcomes. * To deliver change and service improvement, working in conjunction with the Pharmacy Lead, Place Based Pharmacy Supervisors and Training Hub Professional Ambassadors to ensure the development and delivery of a consistent supervision framework for pharmacists and pharmacy technicians in general practice, linking in with supervision across pharmacy partners. * To work with the Place Based Pharmacy Supervisors in the ICA area to identify particular training and education needs and work with partner organisations to identify, commission and arrange relevant training to ensure delivery of a high quality pharmacy service. * To work with the Place Based Pharmacy Supervisors and Training Hub Professional Ambassadors to identify gaps in the workforce and work with partner organisations to put plans in place to address them. * To work with a wide range of stakeholders to establish and implement mechanisms for shared learning, best practice and quality improvement across the ICS/ICA to reduce duplication and improve practice surrounding medical optimisation. * To liaise with the Training Hub Professional Ambassador in the ICA to deliver the Pharmacy Strategy and Business case for your area. * To be the communication point for medicines optimisation and the PCN pharmacy teams within the ICA and the leadership group, maintaining an accurate pharmacy PCN circulation list and ensuring information including highly complex drug or medicine information is cascaded appropriately to and from the pharmacy teams and respond to any professional challenge. * To provide management, mentorship, and support to pharmacists in the ICA in connection with the implementation of the pharmacy business case and strategy at an individual, practice or ICA level * To act as an ambassador for the role of Pharmacy in general practice, seeking opportunities to promote its value across the ICA. * Provide mentoring to pharmacists in PCN’s as required, to support the delivery of a supervision framework, managing sensitive, contentious information and advising individuals on appropriate course of action. * To participate in the system wide pharmacy workforce group, providing specialist clinical support and challenge to ensure any development for primary care pharmacists links into the work of the wider system pharmacy workforce. * Contribute to the setting of strategy for Pharmacists and pharmacy technicians working in primary care across the county, undertaking research, proposing service improvements and engaging partners and stakeholders as required. * Communicate, liaise and engage with a range of relevant stakeholders from within primary care and across the wider system, to promote understanding and appropriate integration of Pharmacy into primary care. | |
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| **Freedom to act** | |
| Specialist lead, accountable for own professional actions, guided by national protocols, principles and broad occupational policies and regulations, working in conjunction with the ICS Pharmacy Lead to provide leadership and coordination for pharmacy in ICA. | |
| **Working conditions / effort** | |
| To note this role will not include working clinically or seeing patients, and is office based, with some travel between meeting locations where appropriate.  Unavoidable adverse working conditions   * VDU use * Physical Effort * Mental Effort (concentration, dealing with interruptions, need to meet deadlines) * Emotional Effort (exposure to distressing/emotionally demanding situations) | |
| **Values** | |
| Kernow Health CIC expects all employees to demonstrate the organisation’s Values as part of their day to day working lives.  Our shared values guide our actions and describe how we behave and how we make our business decisions:   * **Integrity:** Be real, honest and authentic. * **Ambitious:** Seek new opportunities and not afraid to push boundaries. * **Responsive:** Be proactive, and responsive to our own and partner needs now and in the future. * **Reliable:** Be the trusted partner and for partners to know that we will deliver what we say we will. * **Creative:** Look at different ways of working in the present and the future. * **Professional:** What we do, we do well. High quality standards in all that we seek to achieve. | |
| **Corporate requirements and Responsibilities** | |
| **GENERAL**   * **Confidentiality:** In line with the Data Protection Act 2018 and general data protection regulations and the Caldicott Principles of Confidentiality, the post holder will be expected to maintain confidentiality as outlined in the contract of employment. This legal duty of confidentiality continues to apply after an employee has left Kernow Health CIC. The post holder may access information only on a need to know basis in the direct discharge of duties and divulge information only in the proper course of duties. * **Health and Safety:** The post holder is required to ensure health and safety duties and requirements are complied with. It is the post holder’s personal responsibility to conform to procedures, rules and codes of practice. All staff have a responsibility to access Occupational Health and other support in times of need and advice. * **Risk Management:** The post holder will be required to comply with Kernow Health CIC’s Health and Safety Policy and actively participate in this process, having responsibility for managing risks and reporting exceptions. * **Safeguarding Children and Adults:**  Kernow Health CIC is committed to safeguarding children and adults and therefore all staff must attend/ complete the required level of safeguarding children and adults training. * **No Smoking:** To give all patients, visitors and staff the best chance to be healthy, all Kernow Health premises and grounds are smoke free. * **Equality and Diversity:** All staff have a personal responsibility under the Equality Act 2010 to ensure they do not discriminate, harass, or bully or contribute to the discrimination, harassment or bullying of any colleague(s) or visitors or condone discrimination or bullying by others. The post holder will be responsible for promoting diversity and equality of opportunity across all areas of your work. This applies to service delivery as an employee and for anyone who you may be working with. You will be made aware of your responsibilities to uphold organisational policies and principles on the promotion of equality valuing diversity and respecting people’s human rights as part of your everyday practice.   **\*\*** Please only include the following paragraph in job descriptions relating to vacancies that require DBS – please refer to DBS policy if you are unsure:  Please note:  Rehabilitation of Offenders Act   * This post is exempt from the Rehabilitation of Offenders Act 1974. Should you be offered the post it will be subject to a DBS check from the Disclosure and Barring Service (DBS) before the appointment is confirmed. This will include details of cautions, reprimands, final warnings, as well as convictions | |

PERSON SPECIFICATION

Integrated Care Area Clinical Pharmacy Lead

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| **Attributes** | **Requirements** | | **Method of Assessment** |
| **Essential** | **Desirable** |
| **Qualifications, training & professional membership** | * Fully qualified Pharmacist and registered with the General Pharmaceutical Council (GPhc) * MPharm or BPharm * Qualified non-medical independent prescriber * Post graduate clinical qualification or equivalent experience. * Minimum 2 years post qualification experience | * Advanced Clinical Practice skills * GP CPPE pathway completion * ILM Leadership/   management qualification or equivalent | Application Form |
| **Knowledge & experience** | * Significant post registration experience. * Experience of working in general practice * Track record of developing others or leading and implementing change * Sound up-to-date knowledge of education pathways for pharmacists and relevant supervision requirements * Previous experience of, and understanding of supervision requirements for pharmacy roles * Knowledge and understanding of NHS initiatives, policy and developments and how they relate to pharmacy and medicines management * Demonstrable patient assessment skills * Demonstrates an in depth knowledge of related medical conditions, treatments and pharmacology * Experience of clinical decision making * An understanding and advocate of digital systems and pathways across the healthcare economy * Demonstrates vision and innovation with the ability to implement change through effective strategy and planning. * Detailed knowledge of maintaining confidentiality and implementing data protection legislation requirements including information governance * Ability to provide and receive highly complex, sensitive or continuous information and deliver to range of audiences * Previous experience of sharing learning or best practice with others | * Experience of secondary care/community pharmacy/CCG/PCT or other healthcare sectors * Project management experience * Knowledge and experience of the health care system in Cornwall | Application form and interview |
| **Skills & abilities** | * Ability to organise and prioritise workload effectively * Ability to collaborate and work with others to achieve results * Ability to exercise sound judgement when faced with conflicting pressures * Ability to work on own initiative and as part of a team. * Excellent interpersonal and communication skills * Knowledge of Audit principles and evidence of participation in audit / Quality Improvement projects * Experience of applying evidence to clinical practice * Ability to work as a member of a team, both through communication and sharing workload * Ability to influence and negotiate with range of stakeholders * Ability to constructively challenge others * Ability to develop key relationships and networks with a range of different stakeholders sometimes with competing requirements | * Critical appraisal skills * Experience of coaching and/or mentoring | Interview |
| **Personal qualities** | * Courage to challenge * Advocate and champion for role of pharmacy * Resilient * Assertive and forward thinking * Innovative * Driven by the needs of patients and service users * Role models quality improvement and quality service |  | Interview |
| **Additional circumstances** |  |  |  |

**The attached job description has been agreed by the post holder(s), where appropriate, as an accurate reflection of the roles and responsibilities of the post.**

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| Post holder’s Name: |  |
| Post holder’s Signature: |  |
| Date: |  |

**The attached job description has been agreed by the line manager.**

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| Line Manager’s Name: |  |
| Line Manager’s Signature: |  |
| Date: |  |