



# Falkland Islands Government – Job Description

|                    |                                       |                  |          |
|--------------------|---------------------------------------|------------------|----------|
| <b>Job Title:</b>  | Pharmacist                            |                  |          |
| <b>Department:</b> | Health & Social Services              | <b>Section:</b>  | Pharmacy |
| <b>Reports to:</b> | Hospital Manager                      | <b>Job Code:</b> | 211PHA   |
| <b>Grade:</b>      | Falkland Islands Government Grade - C |                  |          |

## Job Purpose

Manage and develop a pharmacy service that supports the delivery of high-quality primary, secondary and community health services, health promotion activities and self-care, by ensuring the safe, economic and effective use of medicines.

## Main Accountabilities:

- Manage the day to day running of the pharmacy department. Be prepared, when necessary, to undertake core dispensary-based tasks including the generation of repeat prescriptions, dispensing (including extemporaneous preparations, TPN and monitored dose systems), OTC sales, stock ordering and control.
- Maintain accurate patient medication records using the hospital computer system.
- Attend daily hospital ward rounds to advise clinicians on inpatient medication issues.
- Assist the secondary care team with discharge planning.
- Ensure that safe and effective prescribing is carried out by clinicians. Provide advice to clinicians on all aspects of medication, including information about side effects, drug interactions and the suitability of certain drugs for patients with particular health conditions.
- Develop and maintain the hospital drug formulary, working in collaboration with clinical colleagues. Subsequently ensure evidence-based, cost effective prescribing practices are followed by monitoring compliance with the formulary.
- Develop and maintain pharmacy and dispensary protocols, guidelines and standard operating procedures. Train members of the team in their use.
- Provide counselling to patients (inpatient and outpatient) taking prescribed medication, in order to maximise concordance.
- Participate in clinical governance and risk management activities, including input into prescribing audits, clinical guideline development. Participate in multi-disciplinary committees within the organisation.
- Take the lead role in running the smoking cessation clinic and other primary health clinics, according to the needs of the community and personal skill levels. Clinics may include emergency hormonal contraception, basic medication reviews etc.



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|---|------------|
| <b>Job Title:</b>   | Pharmacist |
| <b>Main Accountabilities: (<i>continued</i>)</b>  |            |
| <ul style="list-style-type: none"><li>• Comply with the Falkland Island legislative and regulatory framework and hospital/departmental policies and procedures.</li><li>• Take responsibility for own continuing professional development, ensuring it meets the minimum requirements of the General Pharmaceutical Council or equivalent professional registering body.</li><li>• Undertake other duties appropriate to the post as required by the Director of Health and Social Services, the Hospital Manager or the Chief Medical Officer.</li></ul> <p><b><i>The job description is not an exclusive or exhaustive definition of your duties. You shall undertake such additional or other duties as may reasonably be required by FIG commensurate with your role and grade.</i></b></p> |            |
| <b>Additional Information:</b>  |            |
| <p>The post holder is the sole Pharmacist, but works in conjunction with two Pharmacy Technicians and a Pharmacy Assistant. The pharmacy is the only one in the Falkland Islands and is an integral part of the King Edward Memorial Hospital, based in the Island's capital, Stanley.</p>  |            |



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| <b>Person Specification:</b>  | Pharmacist |           |                   |
|---|------------|-----------|-------------------|
| Criteria  | Essential  | Desirable | Assessment Method |
| <b>Education and Qualifications:</b>  |            |           |                   |
| Master of Pharmacy Degree or equivalent   | ✓          |           | A                 |
| Registration with the General Pharmaceutical Council (GPhC) or equivalent professional registering body   | ✓          |           | A                 |
| Further relevant postgraduate qualification(s)  |            | ✓         | A                 |
| <b>Experience/Evidence of:</b>  |            |           |                   |
| A minimum of three years post-registration experience   | ✓          |           | A                 |
| Experience of working effectively within a multi-disciplinary team  | ✓          |           | A/R               |
| Computer literate with a working knowledge of Microsoft Excel and Word  | ✓          |           | A/I               |
| Knowledge and experience of stock control   | ✓          |           | A/I               |
| The ability to communicate clearly, both in writing and verbally with other professionals and members of the public                             | ✓          |           | A/I               |
| Good time management and prioritisation skills  | ✓          |           | A/I/R             |
| Experience of working in hospital and community pharmacy  |            | ✓         | A/I/R             |
| Experience in the development and implementation of formularies/protocols/guidelines/patient group directions and standard operating procedures |            | ✓         | A/I/R             |
| Experience in audit and clinical governance   |            | ✓         | A/I               |
| Experience in aseptic dispensing  |            | ✓         | A/I               |
| Experience of running a smoking cessation clinic and providing POMs under a patient group direction   |            | ✓         | A/I               |
| Management experience   |            | ✓         | A/I               |
| <b>Personal Attributes:</b>   |            |           |                   |
| The ability to be flexible, adaptable and pragmatic   | ✓          |           | A/I/R             |



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|--|------------|-----------|-------------------|
| Criteria   | Essential  | Desirable | Assessment Method |
| <b>Personal Attributes: (continued)</b>  |            |           |                   |
| The ability to work autonomously and as part of a team                                   | ✓          |           | A/I/R             |
| Understand the importance of patient confidentiality whilst working in a small community | ✓          |           | I                 |
| Hardworking, friendly, co-operative and empathetic                                       | ✓          |           | I/R               |
| Access to distance support mechanisms/structures   |            | ✓         | A/I               |
| The ability to take a logical, but imaginative approach to problem solving               |            | ✓         | I                 |
| Good presentation skills with previous experience of running staff training sessions     |            | ✓         | I/R               |

**Method of Assessment:**

A - Application Form

I - Selection Interview

R - Reference