Job Description for Pharmacist Working in Family Practice

EDUCATION AND SPECIFIC JOB REQUIREMENTS (minimum required)

Bachelor’s degree in pharmacy is required

- Registered in Part A of the Ontario College of Pharmacists is required.
- Community or Hospital Pharmacy residency or equivalent clinical experience in either setting is required.
- Additional training or credentialing in pharmacotherapy (e.g. Certified Geriatric Pharmacist, Certified Diabetes Educator, Certified Asthma educator, etc.) is considered an asset.
- Additional training such as the Structured Practical Experience Program Teaching Associate Educational Program (University of Toronto) and in Evidence-Based Medicine Principles is considered an asset.

SKILLS AND KNOWLEDGE REQUIREMENTS

Bilinguilism: Not required but would be an asset at some sites.

Computer skills:
- Needs to have basic computer skills related to word processing, spreadsheets and power point.
- Familiar with pharmacy and medical operations programs and drug information software.
- Willing to receive basic training in using Microsoft Access and/or electronic medical record software.
- Familiar with Internet based literature searching databases, using the Internet to assist with pharmaceutical care research

Others (key competencies):
- Ability to work in an interdisciplinary team environment.
- Ability to prioritize, manage time effectively and be flexible in a very active work environment.
- Compliance with the pharmacist practice standards used by the Ontario College of Pharmacists, the Faculty of Pharmacy at the University of Toronto and the National Association of Pharmacy Regulating Authorities.
- Demonstrated expertise in practicing Pharmaceutical Care, including activities such as conducting medication histories, identifying medication-related problems, generating care plans, monitoring care plans, documenting in the medical chart and communicating or collaborating with the interdisciplinary care team as required.
- Ability to critically appraise primary literature
- Ability to use key medical and pharmacy literature databases

RELEVANT EXPERIENCE (minimum required)

At least 1 year of practice experience is required to demonstrate competencies listed above.

REPORTING STRUCTURE (complete as per site specific situation)

JOB SPECIFICATIONS

- Pharmacists will be physically located within the family medicine group practice. This practice may be with physicians who are located at multiple office sites and travel is required between sites in this situation.
• Hours of work will generally correspond to the family medicine group practice operations but may vary based on the needs of the patients.

• If available, pharmacists are encouraged to attend a three-day Family Practice Simulator workshop in preparation for this role (involves pre-program readings and assignments, case-based, facilitated patient care discussions, hands-on information-management workshop, facilitated self-reflection exercises and mentorship). If the Family Practice Simulator is not available the pharmacist is encouraged to develop and implement a training plan using available human and electronic resources (e.g. see www.impactteam.info)

• A contract will be negotiated with the incumbent to specify all salary and benefit details.

MAIN DUTIES AND RESPONSIBILITIES

• **Individual Patient Assessment** - To identify, prevent and resolve medication related problems. Will include conducting medication histories, identifying problems, developing and monitoring care plans and then communicating the plan to the patient and interdisciplinary team.

• **Consultation based on Referrals from Interdisciplinary team members** – Provide, on specific request, consultation to the family physician and other team members to assist in the individual care of the patients. May include all or some of the functions listed in a) and or provision of drug information specific to the patient referred.

• **Presentation to Targeted Patients** – Present on a specific therapeutic topic that would be prevalent or problematic within the family medicine practice group.

• **Presentation to Physicians** – Present on a specific therapeutic topic (e.g. patient focused academic detailing) to discuss prevalent or problematic issues related to prescribing.

• **Presentation to the Interdisciplinary Team Members** – Present to team members on various aspects of the pharmacist practice or other medication related procedures (e.g. ODB updates, handling of samples, etc.) to assist them in their practice.

• **“Seamless Care” Activities** – Provide communication to hospital and community pharmacists and other interdisciplinary team members as required to ensure smooth transition for medication related care between care sites.

• **Recommend Improvements to the Medication Use Process at the Practice Site** – Recommend changes to existing procedures within the practice site that will improve the processes related to drug prescribing, handling of samples, administration of medications, documentation, etc.

• **Evaluation** – Meet routinely with pharmacist mentor (if available) or practice site / FHT evaluator to discuss possible evaluation opportunities and progress on evaluation, participate in evaluation activities and documentation related to evaluation activities, etc.

• **Other Activities** – Other activities may be assigned in collaboration with the interdisciplinary team that relate to medication issues within the unit.

Developed by: Lisa Dolovich, Connie Sellors, Shelly House, Barbara Farrell, Kelly Babcock

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