

COMMUNITY HOSPITAL RETAIL PHARMACIST

EMPLOYEE: _____ **DATE:** _____

PRINTED NAME: _____
REPORTS TO: Pharmacy Director, Orchard
DEPARTMENT: Orchard Pharmacy
FLSA STATUS: Non-Exempt

PURPOSE:

Prepare and dispense medication orders per physician request according to established policies, procedures, and protocols. Provide medication use education to customers and healthcare providers. Responsible for transferring prescription, logging data and Drug Utilization Review.

RESPONSIBILITIES:

Colorado West Healthcare System expects job performance to be consistent with its mission and believes that each Employee contributes to improved performance by continuously searching for ways to increase efficiencies and enhance fiscal performance and viability. Report to work as scheduled, be 100% honest and get along with others.

Responsibilities that lead to success include:

1. Knowledge – Professional

- Applies a thorough knowledge of techniques, practices and procedures in compounding and dispensing medications and other pharmaceutical products.
- Utilizes drug references to find out the answer to unknown pharmaceutical questions.
- Strives to improve professional knowledge and competence.

2. Coordination – Work

- Assigns and maintains workload balance to enhance productivity; reviews work of others; resolves technical problems; recommends improvements to procedures.
- Ensures accurate patient database; monitors data integrity.
- Monitors, evaluates and modifies pharmacy quality control procedures.
- Meets productivity standards.
- Strives to increase productivity.
- Abides by standard practices set forth by the pharmacy manager.

3. Assessment and Decision Making

- Assesses needs of patients; talks with patients; records patient data.
- Assesses proper drug utilization for patients; identifies any possible adverse drug reactions; researches drug information resources; provides clinician consultation on patients with a potential medical or pharmaceutical problem.
- Enters and maintains all data as mandated by law; prepares reports; responds to inquires, and complies with all routing reporting requirements.
- Actively participates as an agent of change, focusing on improving health care.

4. Communication and Instruction

- Provides technical information to patients on drug administration and possible drug interactions.
- Provides clinicians and professional staff with general formulary information and current drug information on drug therapy selection, pharmacokinetics and pharmacology.
- Maintains strict confidentiality of customer and employee information. Complies with the HIPAA Privacy Rule standards.

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QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education: Requires current, unrestricted licensure as a Pharmacist in the State of Colorado.

Interpersonal Skills. Builds relationships and respects others by a courteous attitude and professional demeanor. Communicates accurately and effectively. Demonstrates ability to work as a team member. Demonstrates attention to detail. Requires adaptability with regular interpersonal contact.

Decision-Making Ability. Unusual situations are reviewed with director of Department.

Analytical Ability. Apply professional, business, and technical knowledge in innovative ways. Concentrates and pays close attention to detail.

Required Physical Effort. Exerts 20-50 lbs of force occasionally and/or 10-25 lbs of force frequently.

Risks and Undesirable Workplace Conditions. May be exposed to hazardous or toxic substances, punctures and falls. Pleasant, well illuminated area. Must use universal precautions.

Special Knowledge Required. Advanced pharmacy degree (PharmD) or residency training preferred.