

To make sure our new NHS Jobs site meets best practice, usability and accessibility standards, we follow guidelines set by the Government Digital Service (GDS). This means we are building a reliable, easy to use service which is inclusive and accessible by all its users.

To ensure the Recruitment team receive the relevant information to support the changes in functionality of the new NHS Jobs Service, please see the below as a live example of what content could be entered in each of these advert fields.

### 1. Create job overview

Minimum of 100 characters and maximum of 1500 characters, including spaces.

- Give a brief description of the role, what it takes and why this person should work for you.
- Potential candidates will read this first so inform, engage and excite.
- Do not repeat information from your Job description as this will appear later in the text of the advert

The post-holder will deliver, develop and support the clinical pharmacy services in a variety of different specialties within the pharmacy department on a rotational basis. This in accordance with priorities agreed by the lead pharmacist for the specialist area and the clinical site lead pharmacist.

The post holder at the Royal Free hospital will cover a variety of areas of pharmacy including Patient Services, Clinical Services/E+T, Cardiology, Surgery, ITU, Medicine, Gastroenterology, Commissioning, and HIV with the aim of enhancing knowledge and skills and allowing progression towards a more senior role.

There are opportunities to work in specific clinical specialties dependent on the site. You will have exposure to directorate work such as DTC evaluations, high-cost drug, and audits. Clinical commitment will be expected during all rotations.

In summary, the post-holder will be expected to:

- Work as a clinical pharmacist, to ensure the safe, clinically and cost-efficient use of medicines
- Work as part of the multidisciplinary team to enhance patient care
- To participate in drug usage reviews, audits and cost efficiency programmes
- To line manage and support more junior pharmacists and pharmacy technicians in the team
- To participate in ongoing education and training

The post-holder must always carry out their role in line with the Trust World Class values.

## 2. Main duties of the role

Minimum of 100 characters and maximum of 1500 characters, including spaces.

- Describe what the candidate will do in more detail.
- This will help someone decide if they want to apply.
- Here you will need to include most important skills and qualities as this is a summarised high-level statement about the role.
- Do not repeat information from your Job description as this will appear later in the text of the advert

We are looking for highly motivated and enthusiastic pharmacists who are looking for the next challenge. You will ideally have completed or nearly completed your FS1 (or equivalent) and want to further develop your managerial and clinical skills. Training and support will be given in all rotations to ensure you meet the requirements for FS2.

The post-holder will contribute to the safe, clinically effective and cost-efficient use of medicines to optimise patient care. Responsibilities include:

- Delivery of a high quality, ward-based pharmacy service including drug supply, review of highly complex medication regimens, medicine reconciliation and discharge planning.
- Active participation on consultant rounds and multidisciplinary team meetings.
- Making evidence-based decisions, in partnership with patients and professionals within specialties to improve outcomes.
- Identifying the risks of medicines use within the specialties and assist in implementing strategies to minimise them.
- Ensure compliance with local and national policies e.g., medicines policy, NICE guidelines.

Participate in specialist pharmacy clinics in certain clinical areas.

You will also be expected to participate in the out of hours, weekend and bank holiday service including responsibility for the securing of the department. Outside of working hours the on-call pharmacist is solely responsible for providing a pharmacy service to the hospital including advice on medicines and emergency supply.

### 3. About Us

Minimum of 100 characters and maximum of 1500 characters, including spaces.

- Introduce the team, the atmosphere, the work ethic and the benefits.
- In addition to this you can add a supporting word document about the benefit entitlement, annual leave, cycle to work, etc.
- This field could be the same for all adverts, so you could create a templated answer to distribute to your recruitment teams.

Our trust has around 10,000 staff serving 1.6 million patients. It comprises Barnet, Chase Farm and Royal Free Hospitals and more than 30 services in the community. Our mission is to deliver world class care and expertise in our clinical services, underpinned by world class teaching and research and we continue to measure our progress against our five governing objectives: excellent outcomes, excellent patient and staff experience, excellent value for taxpayers' money, being safe and meeting our external duties, and building a strong organisation.

The Trust takes pride as one of the major specialist centres for infectious diseases, liver and renal transplants, breast and plastic surgery, myeloma, and neuroendocrine tumours. Working in one of the main speciality centres brings exciting opportunities to see a range of patients at different levels of complexities. Everyone is welcome at Royal Free London NHS Foundation Trust. We're proud of our diversity and we continue to undertake new initiatives to advance equality for LGBT+, BME, gender equality, staff carers and people with disabilities and lived experiences to promote good relations and understanding between our staff.

The Pharmacy department is a friendly, progressive, and expanding unit dedicated to providing the highest standards of pharmaceutical care and service in this internationally renowned teaching hospital. Quality improvement and cost-effective, safe use of medicines is at the forefront of everything we do.

#### 4. Job Description

Minimum of 100 characters and maximum of 10,000 characters, including spaces.

- Outline of main job duties/responsibilities
- This text is required as part of the vacancy creation
- This is a new field and will allow candidates with different accessibility requirements to be able to read and understand what the role entails.
- If your job description is over the word count you may wish to consider outlining the main & specific responsibilities in the below field and uploading the full job description as a supporting document.

The main responsibilities of this role are listed below but further information on duties and responsibilities for each clinical rotation, please read the Job description attached.

Throughout all rotations the post-holder will contribute to the safe, clinically effective, and cost-efficient use of medicines to optimise patient care. The responsibilities include:

##### Clinical Services

- To contribute to the development of clinical pharmacy services in line with local and national objectives.
- To contribute to and assist with the development of key performance indicators (KPIs) for the specialist area.
- To undertake and support relevant project work.
- To provide high-quality ward based clinical pharmacy service according to the Trust agreed standards including:
  - Individual prescription review to optimise therapy
  - Medicines reconciliation
  - Advice on dosage, side-effects, cautions, and monitoring required
  - Advice on administration of medicines
  - Appropriate and clear endorsing of prescriptions to ensure safe practice
  - Monitoring the effectiveness and appropriateness of medication
  - Education and counselling patients on their medication to enhance compliance and understanding
  - Involvement in discharge planning and provision of discharge medication
  - Active participation on ward rounds and multidisciplinary team meetings where possible
  - Undertaking medicines management responsibilities at ward level in line with CQC requirements
- To promote high-quality, cost-effective prescribing and to challenge inappropriate prescribing.
- To ensure medicines are used appropriately, safely, and cost-effectively in accordance with Trust policy, standard operating procedures, and medicines legislation.
- To participate in ward-based clinical audits, quality improvement projects and the development and implementation of treatment protocols and guidelines for the use of medicines within clinical areas.
- To develop their clinical pharmacy knowledge, skills, and experience to meet service standards and the needs of patients and healthcare staff.

### Clinical Governance

To contribute to the continual improvement of clinical governance including participation in:

- Clinical audit programme
- Identification of areas of risk
- Reporting of adverse drug reactions and incidents
- Ensuring all aspects of prescribing, storage and administration of medicines comply with local policies
- To assist in the preparation of drug evaluations for presentation at the Drug and Therapeutics Committee.
- To research and critically evaluate published medical literature in support of Medicines Information and Drugs and Therapeutic Committee activities.
- To contribute to the development of procedures and protocols relevant to the role e.g. clinical pharmacy procedures, relevant dispensary based procedures.
- To assist with the development of and ensuring adherence to evidence based prescribing guidelines.

### Finance and Reporting

- To identify local and national changes in prescribing practice that may impact on clinical practice and the drugs budget.
- To produce, analyse and present medicines expenditure reports.
- To contribute to the pharmacy cost improvement initiatives.

### Education and Training

To contribute to the departmental appraisal and development programme for junior pharmacists and pharmacy technicians. This includes:

- Assisting with the competency-based training of junior pharmacy staff
- Contributing to the development of training packages for junior pharmacy staff
- Help in setting objectives or updating rotation objective training packages for junior pharmacy staff (including Band 6 pharmacists and technicians)
- Supervision and support of junior pharmacists at ward level
- Act as an educational supervisor/practice supervisor for junior pharmacists
- Contribute to the education and training of pharmacy, medical, nursing staff and other healthcare workers.

### Leadership and Management

- To deputise for more senior members of the clinical pharmacy team, as required.
- To act as an effective role model and provide advice and support on clinical pharmacy issues to junior pharmacists and members of the multi-disciplinary team.  
To recommend changes to own/ others practice ensuring development of services for specialist clinical areas. To support an innovative approach to practice, whilst being aware of boundaries and limitations.

- Day to day clinical management of the of the satellite pharmacies depending upon the rotation.
- The post-holder will offer an information source for all hospital staff and patients on the optimum use of medicines.

### Medicines Advisory Service

During the Medicines Advice Service rotation, they will be responsible for:

- Provision of accurate, evaluated and impartial information and advice regarding the safe, clinically efficacious and cost-effective use of medicines in patients in response to enquiries from the specialist areas and within the Medicines Advice (MA) centre
- Analysis and interpretation of medicines information to provide advice to clinicians and healthcare professionals and ensure that this information is utilised in a systematic and appropriate way to optimise patient care.
- To answer requests for medical information from health care professionals from within and outside the Trust and to members of the general public following procedures and protocols, responding to enquiries within the bounds of clinical and technical knowledge.
- To receive, analyse and interpret verbal/written/electronic enquiries of varying degrees of complexity.
- To make decisions with limited information in complex or clinically sensitive situations and demonstrate an advanced level of reasoning and judgement.
- To participate in the maintenance and development of electronic systems for the collection, storage, retrieval and dissemination of information in the MA centre in accordance with UKMI standards including the electronic in-house enquiry database.
- To provide induction and training in all aspects of MA to new pharmacy staff.
- To prioritise and participate in day-to-day management and workload in the MA centre including supervising junior staff
- Co-ordinate regular weekly clinical meetings for continuing education of all pharmacy staff (drug lunches, case presentations etc).
- To research and critically evaluate published medical literature in support of Medicines Information and Drugs and Therapeutic Committee activities

### Research and Development

- To support relevant medical, nursing and pharmacy staff to ensure that trials within the specialist area are run efficiently and effectively in line with trial protocol.
- To participate and support consultant or specialist pharmacists on their research areas in data collection and interpretation
- Conduct service evaluations, audits and partaking in research within each rotation area
- Utilising audit or service evaluation findings to drive service improvement within rotation area where relevant
- To contribute to the research and evaluation strategy by
  - Critically evaluating and reviewing literature
  - Identifying where there is a gap in the evidence base to support practice
  - Facilitating or conducting clinical audits and publishing or presenting these findings



