



Inclusive

Compassionate

Progressive

Accountable

Clinical Pharmacist Full Time Position Grade 1 or 2

Swan Hill District Health are seeking an outstanding Clinical Pharmacist to join our progressive team. The Pharmacy provides proficient services to our catchment area and is looking to expand opportunities within the broader region. You will join our passionate and dedicated team.

Primary responsibilities of this role include: clinical pharmacist services across the Health Service, including dispensing, patient counselling, medication reconciliation, medication clinical review and education to clinical and medical staff.

We are looking for a Registered Pharmacist with excellent clinical skills, pharmaceutical knowledge and high attention to details. Experience in hospital patient management is highly desirable.

Work/life balance is what you get working at Swan Hill District Health. As well as lifestyle comes:

- ✓ A professional, committed workforce and highly supportive community
- ✓ Variety in work and a sense of achievement
- ✓ Competitive Remuneration based on skills, knowledge and experience-this can be changed to include relocation or salary packaging available

Want More Info?

For enquiries please contact or DMS, Dr Rex Prabhu on RPrabhu@shdh.org.au or by phone on 0350339394

Applications including the names of three referees should be forwarded to: Mr. Steven Wainwright, Human Resources Manager, Swan Hill District Health, PO Box 483, Swan Hill 3585, Victoria or email: Employment@shdh.org.au

Applications will only be accepted if they address the Key Selection Criteria and include an APPLICATION FOR EMPLOYMENT FORM. Email applications are preferred.

Closing date: Tuesday 31st March 2020

Position:	PHARMACIST
Classification:	Pharmacist
Department:	Pharmacy
Reports to:	Director of Pharmacy
Position Summary:	Provides clinical pharmacy services and dispenses medication according to professional and legal guidelines.
Responsibilities:	<ul style="list-style-type: none"> • Abide by all codes of conduct for the profession of Pharmacy. • Compounds and dispenses medicines and preparations according to prescriptions written by medical practitioners and dentists authorised to prescribe within the hospital. • Manufactures pharmaceutical preparations, sterile products, extemporaneous prescriptions and any other items required. • Provides Drug information to medical, nursing and other appropriate staff and patients. • Supervises technicians completing the drug imprest system to all wards and departments involved. Checks Patient Medication charts for correct dosages, drug interactions and inappropriate orders. • Dispenses medications by an individual patient supply system in Wards (Unit of use of dispensing). • Records clinical interventions and participates in adverse drug reaction monitoring and therapeutic drug monitoring. • Assist with the regional pharmacy service. • Where appropriate participate in clinical meetings. • Assist in ensuring that all procedures are carried out in accordance with the relevant regulations and the pharmaceutical code of ethics. • Deputize in the absence of the Director of Pharmacy where delegated. • Participate in continuing education and post-graduate education. • Participate in patient counseling and education programs. • Other duties where directed.
Key Selection Criteria	<ul style="list-style-type: none"> • Current Australian Health Practitioners Registration Authority (AHPRA) registration as a general pharmacist • Excellent clinical skills, pharmaceutical knowledge and attention to detail. • Experience in hospital patient management and working in multidisciplinary teams. • Excellent computer skills. • Experience in the implementation and monitoring of clinical governance systems and compliance for Pharmacy Services.
Salary/Award:	Victorian Public Health Sector (Medical Scientist, Pharmacist & Psychologists) Enterprise agreement 2017-2021. 38 hours per week pro rata on a rotating roster.
Infection Control:	<ul style="list-style-type: none"> • Each staff member has a responsibility to minimize exposure to incidents of infection/cross infection of residents, staff, visitors and the general public. • The risk minimization strategies are to be supported by all staff adhering to the Infection Control Manual policies, procedures and guidelines.
Continuous Quality Improvement:	<ul style="list-style-type: none"> • Each staff member is expected to demonstrate a commitment to best practice. • All staff shall take responsibility for their own practice and share

	<p>responsibility for creating and maintaining a system that provides safe, high quality health care.</p> <ul style="list-style-type: none"> • All staff will participate in quality improvement activities aimed at improving patient outcomes and maintaining accreditation standards. • It is the responsibility of every staff member to be familiar with Health Service-wide and specific Department Policies & Protocols
Person Centered Care:	<p>The Health Service supports in its values the philosophy of Person Centered Care to ensure all people, including health service providers, clients, their carers and family members are respectfully cared for and encouraged to participate in the provision of quality health care.</p> <p>We recognise diversity is part of every person & as such providers of health care must be actively involved in developing models of care that are person centered.</p>
Just Culture:	<p>All staff are expected to support a Just Culture in which reporting is actively encouraged, with an emphasis on learning from issues that arise as opposed to blaming those involved.</p>
Privacy and Confidentiality:	<p>SHDH are committed to protecting patient and staff privacy and confidentiality, as it is an important aspect of our commitment to providing high quality services. In accordance to both the Health Records Act and the Information Privacy Act, information should only be used and disclosed for the primary purpose of its collection.</p> <p>Each employee has a responsibility to adhere to SHDH's Privacy and Confidentiality Policy, as it is a condition of employment. Any breach of the rules of privacy and/or confidentiality relating to health service business, patients or medical records will result in disciplinary action.</p>
Mandatory Training:	<p>All employees must be aware of and complete designated mandatory training within the required time frame.</p>
Safety:	<p>RESPONSIBILITIES: It is the responsibility of every staff member to:</p> <ul style="list-style-type: none"> • Take reasonable care for your safety and the safety of others while at work. • Report accidents, incidents and potential hazards as soon as reasonably practicable to your supervisor and record on VHIMS reporting system. • Advise your supervisor if you have an injury or illness that may affect your ability to perform the inherent requirements of your position. • Be familiar with emergency and evacuation procedures as detailed in the Emergency Procedures Manual. • Complete all Mandatory training requirements as identified and directed. • Comply with the Occupational Health and Safety Act and all SHDH O.H. & S. online Policies and Procedures.
Asset Management:	<p>Staff with asset management responsibilities are required to adhere to the Asset Management Policy and Protocols.</p>
Review:	<p>Completion of My Work Plan on a yearly basis.</p>
Previous Revision dates:	<p>Dec 14,</p>
Current:	<p>Feb 20</p>
Managers Name:	<p>Dr Rex Prabhu, Director of Medical Services</p>
Managers Signature:	
Employees Name:	

Employees Signature:

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The Application for Employment form is required to be submitted with the following documents:

- Covering letter in support of application
- Response to Key Selection Criteria
- Applicants Curriculum Vitae

Position Applying for

General Information

Name

Address

Contact

Home phone

Mobile

Email

Are you of Aboriginal/Torres Strait Islander Origin? No Aboriginal Torres Strait Islander
(This question is voluntary)

Do you wish to be identified under this category? Yes No

Are you an Australian Citizen or Permanent Resident: Yes No Date of Grant/...../.....

If no, what is your current Visa Status – Visa type _____ Expiry date/...../.....

Place/Country of issue: _____ Issue Number : _____

Do you require sponsorship? Yes No

Where did you hear about the position you are applying for?

Newspaper Internet Swan Hill District Health Website Social Media (Facebook)

Conditions of Employment

Employment conditions are governed by the relevant Public Sector Health Industry Awards and EBAs relevant to the position applied for:

Initial employment is casual / relieving unless otherwise indicated.

- 6 months probationary period (with a review at 3 months.)
- Requirement to work any shift
- Requirement to work in any department (rotation)

Hours of Work – SHDH operates on a 24 hour, 7 day week, 3 shift basis, and you may be called upon to work/relieve on any of these shifts. If you are unable to work any of the shifts, please indicate below:

Unavailable to work: _____

Normal hours of work are 40 in each week worked on an ADO each month. This is only applicable to Full Time employees. Part time employees will have a minimum hours set but may be called upon to work up to 38 hours per week at normal pay.

Police and Working with Children Checks

Satisfactory Police Checks, and in some areas, Working with Children Checks are mandatory at the point of employment.

If you have a current Police Check and/or Working with Children Check, please show the check identifying numbers and the date of issue: _____

Upon engagement, you will be required to provide the necessary information to complete a Check. Please note that it is a condition of employment that you maintain a current satisfactory Police Check and, if required, Working with Children Check.

Pre-existing Health and Injury Declaration

Swan Hill District Health (SHDH) is committed to achieving a safe working environment for all employees. As part of this, it is our objective to ensure potential employees are not required to work in duties that they are not able to perform safely. As part of the application process for employment with SHDH, we request you to disclose any pre-existing injury or disease which may be adversely affected by the performance of the inherent requirements of the position you have applied for – as described in the Position Description for the position.

Pursuant to S.41 (1) and (2) of the *Workplace Injury Rehabilitation and Compensation Act 2013*, you are required to disclose to SHDH any pre-existing injury or disease that you have suffered of which you are aware, and could reasonably be expected to foresee, could be affected by the nature of this proposed employment.

Failure to make a disclosure, or the making of a false or misleading disclosure, would disentitle you to compensation pursuant to the *Workplace Injury Rehabilitation and Compensation Act 2013* should you suffer any reoccurrence, aggravation, acceleration, exacerbation or deterioration of your pre-existing injury or disease arising out of, or in the course of, or due to the nature of with SHDH. SHDH will rely upon any failure to disclose in accordance with the provisions of the *Workplace Injury Rehabilitation and Compensation Act 2013* as grounds for denying compensation in accordance with S.41 (1) and (2).

Should any alteration, change or rearrangement be necessary to enable you to carry out the inherent requirements of the position, we also request that you disclose these requirements. SHDH is an equal opportunity employer and will arrange any reasonable adjustment to enable a person with a disability to perform the inherent requirements of the position and therefore compete equally with other applicants for this position. Please disclose in the place below any pre-existing injury or diseases that you suffer from, or have suffered from, which could be affected by the nature of your proposed employment with Swan Hill District Health.

Disclosure advice:- (to be completed by the applicant)

I confirm that I have read and understood the contents of the above information and state that I have disclosed all relevant information in relation to my health and physical ability to carry out the inherent requirements of this position.

Signature of applicant: _____ **Date:**/...../.....

NOTE: If providing this form electronically, you accept that the information is true and correct by the action of submitting the form. You will be requested to sign the printed version at your interview if you are selected.

Enquiries:
Email address: employment@shdh.org.au
Phone: 03 50339315
Postal Address: PO Box 483 SWAN HILL VIC 3585