

G.A. Carmichael Family Health Center – GAC Community Pharmacy Staff Pharmacist PRN Job Description

Reports to: Director of Pharmacy

General Function: Pharmacist will work within a multi-disciplinary team to provide exceptional integrated care at G.A. Carmichael Family Health Center. Performs prescription processing and verification, patient counseling, and performs drug utilization reviews of patient profiles to prevent drug-drug interactions, drug-disease interactions, and duplicative therapies, and to increase medication adherence for the ages of clients served (0-adult). Maintains compliance with all applicable state and federal regulations and any other policies governing the practice of pharmacy.

Essential Functions

- Interpret, clarify and transcribe all medication orders accurately and timely.
- Ensures the appropriateness of all medication orders, new prescriptions or refills, in reference to the client's diagnosis, weight/body surface area, allergies, and drug interactions as evidenced by a review of the active medication profile, provider notes, and available pertinent laboratory information.
- Practices pharmacy in compliance with all governing regulatory authorities.
- Review patient profile to ensure appropriate drug selection and dosage.
- Conduct/Review Drug Utilization Reviews to check for drug duplication, interactions or allergies.
- Document adverse drug reactions and all relevant interactions with patient and healthcare provider.
- Dispense medications and maintain accurate inventory records as required by appropriate regulatory authorities.
- Promotes the practice of evidence-based medicine by keeping abreast of new drugs, devices, and medical literature.
- Provide accurate, adequate, drug information/education to patients, families, and providers on drug interactions, side effects, dosage, and storage of pharmaceuticals.
- Assess medication adherence during the process of medication counseling.
- Determine and administer any vaccines/immunizations as may be needed and allowable by law.
- Demonstrates the ability to set priorities, work independently and cooperatively with others within and outside the department.
- Performs and oversees pharmacy staff to ensure they provide service in an efficient, courteous and professional manner.
- Functions as a primary resource in handling patients' clinical and non-clinical questions from routine to complex, while ensuring a high level of customer service and maximizing productivity.
- Demonstrates competence related to financial reimbursement from available grants, prescription assistance programs and understands 340B requirements for eligible patients, replenishing inventory and special billing conditions.
- Presents information (verbal and/or written) in a clear and concise manner.
- Displays friendliness, compassion, sensitivity, kindness and appropriate manners in interactions with patients, physicians and other ancillary healthcare staff.
- Displays open-mindedness and objectivity in relations with patients, physicians, and other ancillary healthcare staff.
- Promotes a spirit of unity which enables the group to work together to achieve a common goal.
- Takes initiative to perform job and/or assist co-workers, supporting the work of others in accomplishing the mission of Legacy Community Health.
- Displays adaptability by adjusting to meet the needs of the patient and organization.
- Participates in the training/education of employees, pharmacy students, and assorted healthcare professionals as documented on an attendance form or through evaluations completed by the participant.

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- Incorporates constructive feedback in a positive manner for improvement and necessary changes in, but not limited to, scheduling, procedures and assignments.
- Exhibits behaviors, which demonstrate competence, reliability, self-control, honesty, and appropriate overall appearance while rendering service.
- Performs all other duties as assigned by appropriate management.
- Checks all means of communication including e-mail at least once per shift.
- Keeps immediate supervisor informed of issues.

Job Standard 1: Confidentiality

- Requires expeditious and accurate completion of tasks assigned to allow the successful completion of individual and corporate goals
- Follow-through and follow-up with time-sensitive information as required
- Maintain confidentiality of information in accordance with HIPPA and corporate policy
- Communicate with immediate supervisor as to progress and/or issues impeding progress for successful completion of any assigned project or task

Job Standard 2: Supports the culture of GAC

- Works with minimal supervision as a team member in a self-directed environment adhering to the mission and values of GAC
- Attends required department and organization staff meetings in order to be an informed employee
- Meets deadlines related to projects, regulatory and organizational policies and practices and as directed by immediate supervisor
- Represents GAC in a positive, professional manner effectively communicating the mission and values of GAC to both internal staff and external clients
- Willingness to learn new skills and continuously improve processes as needed or required

Education & Training Experience Requirements

- Graduate of an accredited college/university of pharmacy (Pharm.D or B.S. with equivalent experience)
- Current Mississippi Pharmacist licensure in good standing (or eligible)
- Computer experience – Windows, Excel, and Accounting software. Knowledge of QS1 preferred.
- Must maintain First Aid /CPR/Immunization Certification

Work Experience Requirements

- 2+ years of healthcare experience, preferred
- 1+ years of community pharmacy experience, preferred
- 1+ years of medication adherence counseling experience, preferred
- Experience in Federally Qualified Healthcare Center, preferred