

JOB DESCRIPTION

JOB TITLE:	Chief Pharmacist
BAND:	9
DEPARTMENT:	Pharmacy
DIRECTORATE:	Corporate
REPORTING TO:	Chief Medical Officer
ACCOUNTABLE TO:	Chief Medical Officer

JOB SUMMARY

The postholder will fulfil the statutory role of Chief Pharmacist, and hold full line management responsibility for the deputy chief pharmacists and some corporate pharmacy roles.

They will be responsible for delivery of the Medicines Optimisation and strategic pharmacy development agendas and upholding statutory requirements related to the safe and effective running of pharmacy services across ELFT including mental health, community health and primary care services in London and Luton & Bedford.

The Chief Pharmacist provides professional leadership for all registered pharmacy staff employed by the trust. They are to be an inspirational and creative leader who creates relationships and builds partnerships across traditional boundaries that improve the population health outcomes for people within ICS NEL (London) and BLMK (Luton & Bedford).

Key Relationships:

Line Manages:

Deputy Chief Pharmacist -London
Deputy Chief Pharmacist- Luton & Bedford
Community Transformation Lead -London
Medicine Safety Officer for Trust
Education and Training Trustwide Lead (pending)
EPMA Lead Pharmacist- Joint Line management with Associate Director for Digital Operations

Internal Stakeholders:

All Pharmacy Staff
Chief Executive
Chief Medical Officer
Chief Nurse
Executive Board Members such as Operations, Estates, Finance, People & Culture
Medical Directors
Directors of Nursing
Associate Directors such as People Participation,

External Stakeholders:

Chief Pharmacist Networks (inc Acute and MH)
NHS England & Improvement
Providers of Service Level Agreement
Health Education England, Schools of Pharmacy & other Education Providers
Clinical Commissioning Group (CCG)
North East London Integrated Care System members
Bedford, Luton and Milton Keynes Integrated Care System members
Local Pharmaceutical Committee (LPC Lead)



KEY RESPONSIBILITIES

1. To strategically lead on the clinical and operational delivery of pharmacy services, including to develop and implement the strategy for the Trust Pharmacy Services and manage all aspects of this to enable the Trust to deliver safe, high quality and efficient clinical services.
2. To lead on the strategic development and delivery of the Trust Medicines Optimisation Strategy
3. To be the Quality Improvement sponsor for medicines
4. Provide leadership and hold responsibility for standards of pharmacy practice, quality assurance, risk management and other issues of clinical governance related to medicines optimisation trust wide.
5. To ensure regular review of pharmacy performance using appropriate indicators and benchmarking, striving for continuous good practice
6. To be a leader on medicines optimisation and pharmacy integration issues affecting the local health economy together with Medicines Management leads from NEL and BLMK ICS.
7. Hold responsibility for supporting corporate management of the Trust medicines budget and expenditure.
8. Provide expert advice on medicines management, including legal advice, to the Trust senior management, clinical staff and other health care professionals.
9. To be the Controlled Drug Accountable Officer for the Trust.
10. To provide medicines safety and optimisation reports when requested by the trust board
11. To be accountable for ELFT Pharmacy Budget
12. Work with senior medical, nursing and pharmacy colleagues to implement the national and local priorities.
13. To be responsible for the Trust wide Medical Gases Committee including holding the post of chair. To ensure systems are in place for the procurement and invoicing of medical gas cylinders and a quality system, routinely tested, is in place for the piped medical gas system.
14. To be accountable for the Antimicrobial Resistance (AMR) Strategy on usage and monitoring of antimicrobials working with the Microbiology Consultant, Director & Deputy Director for Infection Control, IPC team and ICS.
15. To be accountable to the Trust Vaccination Lead with the strategic development and delivery of flu/COVID 19 vaccination programme.
16. To ensure effective risk management at team level through incident reporting, assessing and controlling risk and ensuring residual risks are added to the Trust register.
17. Hold accountability for ensuring that the safe use of drugs is in place within the Trust including holding the posts of Deputy Chair of the Trust Medicines Committee

MAIN DUTIES AND RESPONSIBILITIES

<p>Statutory</p>	<ul style="list-style-type: none"> • Statutory Professional Accountabilities • Undertake all the roles and responsibilities of the Chief Pharmacist as required by all applicable legislation, including the Medicines Act 1968. • Ensure that all pharmacy practice, including their own, is within the standards set out by the General Pharmaceutical Council. • Ensure that all practice relating to medicines management throughout the Trust broadly complies with the current legislative framework and, where practice is found to be non-compliant, this is addressed through the relevant trust processes. • Ensure that there is adequate support (staff, facilities, and equipment) to enable pharmacists to discharge their professional responsibilities. • Organise and monitor the efficient supply of drugs to wards and departments within the directorate. • Controlled Drug Accountable Officer Responsibilities (Statutory) • Accountable for devising and implementing systems for the management and use of controlled drugs across ELFT and reporting to the local
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	<p>intelligence network (LIN).</p> <ul style="list-style-type: none"> Accountable for ensuring mechanisms for the very quick sharing of intelligence relating to possible inappropriate use of controlled drugs and joint action in cases of urgency (where patient safety may be at risk or evidence may be destroyed) within the local intelligence network (across the local health economy). Ensure clear routes, such as the NHS complaints system, are available for any healthcare professional, patient, or member of the public to raise matters of concern relating to controlled drugs within a framework of appropriate confidentiality. This includes routes for healthcare professionals to self refer if they have concerns about their own performance. Establish mechanisms for further investigation of causes of concern relating to controlled drugs. Determine whether a targeted inspection of controlled drug concerns is required and those who should be involved (this may be done as part of a decision making group). Determine remedial action (relating to controlled drug concerns) to be taken (e.g. no action required, support to healthcare professional, referral to regulatory body, General Pharmaceutical Council, CQC, police: this may be done as part of a decision making group). Ensure remedial action is followed through (police services retain responsibility for determining whether the evidence for possible criminal behaviour warrants a criminal investigation with a view to subsequent prosecution). Play full part in intelligence networks across the North East London /BLMK Health economy (bearing in mind the need to separate the investigative and decision making functions). Encourage good practice and development in management of controlled drugs. Key tasks include: designing and maintaining information systems to support Trust-wide analysis of prescribing data and analysis of organisational self assessment as required by the Healthcare Commission; maintaining a record of remedial actions that have been instigated and expected dates of completion; contacts people to check actions are on target. Approve all policies and procedures within the organisation covering controlled drugs to ensure compliance with legislation, and centrally issued guidance and governance. Regularly review internally reported incidents involving controlled drugs to identify any specific trends or additional requirement for control measures within the organisation
Leadership	<ul style="list-style-type: none"> Be the professional lead for all pharmacists working within the Trust. To provide visible professional leadership for all Trust Pharmacists, pharmacy technicians and support staff, which sets a positive tone and culture and promotes the values and behaviours of the Trust at all times. Lead the clinical governance agenda with respect to medicines management, including CQC standards, working with other senior colleagues within the Trust. To be the Quality Improvement sponsor for medicines and be accountable for project progression. Be accountable for ensuring that pharmacy standards are established and regularly monitored. To ensure Pharmacy staff work as proactive clinical and non-clinical members of the MDT to provide effective leadership for the safe, patient-focussed and cost-effective use of medicines across the Trust and the local health economy. Ensure that errors, complaints and incidents involving medicines are

	<p>reviewed and managed within the Trust's guidelines, and appropriate strategies are put in place to minimise recurrence and lessons are learnt across the organisation as well as sharing learning with other organisations that interface with ELFT services</p> <ul style="list-style-type: none"> • Be responsible for dealing with any errors or complaints resulting from the practice of pharmacy within the Trust. • Prepare the agenda for the Medicines Committee, influence decisions and action decisions taken. To hold position of deputy chair for the Trust Medicines Committee. • Be accountable for ensuring appropriate systems are in place to ensure that all medicines related policies and guidelines in the Trust conform to evidence based practice and promote best practice. • Ensure systems are in place to monitor and manage implementation of medicines aspects of guidelines published by the National Institute for Clinical Excellence (NICE). • Develop and maintain prescribing guidelines and policy for the Trust. • Be accountable for ensuring quality use of medicines through development of a medicines audit programme which assesses practice against the current evidence base. • Ensure that all clinical staff have access to good medicines information • Develop systems to ensure the medicines information needs of service users are met. • Identify new prescribing that may impact on budget and manage this appropriately. • Ensure that there are systems in place to guarantee that medicines purchased and supplied in the Trust are of the appropriate quality. • Demonstrate professional accountability to service users, stakeholders, and the profession. <p>To advise, encourage and share knowledge utilising the latest research and practice development, through literature and peer reviews.</p> <p>To ensure that all NHS England and MHRA medicines related alerts and recalls are acted in a timely and effective manner.</p> <p>To be accountable to the Trust Vaccination Lead for the strategic and delivery of the annual flu/COVID 19 vaccination programme.</p> <p>To hold accountability for ensuring safe and effective processes are in place for the supply and administration of medicines via Patient Group Directions (PGDs).</p>
Communication	<p>To have a wide range of knowledge in approaches to communicating and managing patient care.</p> <ul style="list-style-type: none"> . To be able to effectively communicate with colleagues, peers, senior managers and clinical leads within the Trust. . To be able to communicate complex patient related information facilitating positive outcomes and ensuring collaborative working. • Communicate proactively on all medicines management issues to Trust Executives, Senior Managers, Clinicians, Finance Commissioners and other health care professions within the Trust, and where appropriate, acute trust pharmacy services and ICS within the local health economy. • Communicate with pharmacy staff on the development of the Trust Medicines Optimisation Strategy and operational plan, and all Trust policies and procedures . Participate in the review and development of clinical policies and identifies improvements to service provision. . To provide highly complex information and advice to the most senior managerial and clinical staff in the Trust on matters including the pharmaceutical implications of service developments in order to gain agreement and support regards the proposed way forward. . To ensure there is a regular Trust wide pharmacy communication about current issues and 'learning the lessons'.

	<p>. Ensure that user views are accounted for in the planning and implementation of service delivery.</p> <ul style="list-style-type: none"> •Communicate with Service Directors and Associate Directors to support management of medicines budgets and poor performance in medicines. •Manage the operation of the Medicines Committee ensuring that all Trust sites are represented and informed. •To be the Head of Profession for pharmacy and be able to give advice on clinical, ethical and practice based issues for pharmacists working within the Trust where interpretation of broad clinical/professional policies may be required. •Ensure pharmacy input at relevant corporate and service line meetings within the Trust. •Represent the views of the Trust with respect to medicines management at relevant external forums, including: (1) East of England and London Region Chief Pharmacist Meetings (2) East of England and London Region Mental Health Chief Pharmacist Meetings 3) NEL and BLMK ICS
Policy and/or Service Development	<ul style="list-style-type: none"> • Be accountable for the development of the Trust Medicines Policy and policies relating to medicines. •Be accountable for ensuring that systems, policy and quality assurance processes are in place in order to address all aspects of the safe and secure handling of medicines across the Trust. •Be accountable for ensuring that systems and policy are in place in order to address the clinical and cost effective use of medicines across the organisation. •Be accountable for ensuring that systems and policy are in place in order to address risk management associated with medicines use. This includes the medicines management aspects set out by CQC. •Ensure that evidence based practice and therapeutic consistency is supported across the Trust through managing the development and implementation of a Trust Medicines Formulary (e.g. appropriate policies, procedures, and standards including guidelines for the use of psychotropic medicines and other relevant treatments) •Be responsible for ensuring there is an effective framework in place for the managed entry of new medicines and use of unlicensed medicines within the Trust. •Implement and monitor clinical pharmacy standards across the Trust in accordance with local and national priorities. •Develop the Trust Medicines Optimisation Strategy and be responsible for identifying and seeking the views and agreement of key stakeholders, resolving conflicts where they arise relating to service provision. •Develop the operational plan, resource requirements and business cases to deliver the Trust Medicines Optimisation Strategy. •Be responsible for development of a pharmacy services strategy and annual business plan in line with the Trust business plan, medicines management and Quality Improvement strategy. •Constantly review the delivery of pharmacy services to meet the needs of the Trust and develop innovative ways to improve consistency, compliance with current NHS/professional guidance and cost effectiveness of service. •Make recommendations, develop business cases and manage change for compliance with the reengineering of hospital pharmacy services that reflects the national strategic direction, and the service needs of the Trust. •To take a lead role in clinical governance systems of the Trust. •Lead the development, application, and operation of information technology systems within the Trust to enable delivery of modern medicines management (e.g. pharmacy ordering and dispensing systems, electronic prescribing systems). To develop Trustwide strategy on non-medical/ACP prescribing pharmacists

	with Director of Nursing who oversees NMP in ELFT.
Management of Resources	<ul style="list-style-type: none"> •To be the budget holder for pharmacy and ensure that spend is well controlled and monitored. Negotiate and monitor service level agreements with other trusts providing pharmacy services to ELFT. •Ensure the economical purchasing, appropriate storage and distribution of pharmaceuticals in accordance with good medicines management practice and standing financial instructions. •Be responsible for providing medicines expenditure data for the Trust where possible. •Identify possible cost reduction initiatives in medicines use for discussion at the Medicines Committee and with finance. •To work with Care Commissioning Groups and London Procurement Programme to identify and participate in medicines cost reduction initiatives across the wider healthcare economy. •Work with ICS/CCGs around relevant aspects of pharmaceutical care including the implementation of NICE guidance. •Be responsible for managing corporate aspects of Trust Medicines Budgets. This includes: <ul style="list-style-type: none"> - Managing the Trust wide FP10 prescription systems and monitoring expenditure data each month. This requires use of external software packages such as epact.net. - Produce medicines expenditure reports for the Medicines Committee. - Identify cost pressures and advise on medicine spend at budget setting. To ensure that all spend is done in accordance with the standing financial instructions To be able to effectively communicate with colleagues, peers, senior managers and clinical leads within the Trust. . To alert the Trust Board of the potential financial impact of new drug developments and other national initiatives with regard to medicines that will have a significant impact.
Training	<ul style="list-style-type: none"> •Be responsible for ensuring Trust pharmacy staff have access to appropriate training resources, and facilitate Continuing Professional Development •Ensure that all pharmacy staff have personal development reviews and undertake the development as identified in the Personal Development Plan. •Develop and contribute to teaching programmes for clinical staff about medicines. Be responsible for ensuring clinical staff receive training in medicine management through managing the presentation and delivery of the Medicines Management aspects of the Trust induction programme. To act as mentor to students and more junior staff, providing effective education, facilitating their development and promoting high standards of care. Ensure all staff are actively supported to enable them to achieve their learning needs. . To ensure own continued professional development and support a culture of lifelong learning in self and others. . To undertake, and assist, in the planning of own mandatory training and workshops. . To undertake a regular appraisal, developing a personal development plan that includes clinical competencies reflecting the health needs of the local population and relates to Trust strategy. . To support new staff and their integration within the team.

	<p>. To support training as part of the role including changes to professional development and implementation of new policies and guidelines.</p>
Research, Development and Quality improvement	<ul style="list-style-type: none"> •To work towards the trusts priorities and to improve quality using quality improvement methodology. • Support the Trust's annual medicines management audit programme which seeks to monitor and improve quality aspects of medicines use including compliance against national standards e.g. CQC and NICE. •To co-ordinate POMH UK audits at a local level and to ensure results are fed back to appropriate stake holders. •To be the Corporate Quality Improvement sponsor for medicines. •Be responsible for devising and approving systems to ensure clinical trials involving medicines meet the requirements of the Medicines and Healthcare Regulatory Agency. •Actively participate in trust wide clinical audit, promoting the value of multidisciplinary audit. Ensure the audit cycle is completed, particularly where action points are identified. •Develop audit processes within pharmacy services to ensure that all legal, professional and service requirements are met. Ensure the audit cycle is completed, particularly where action points are identified. •To promote practice based research for Trust pharmacy services. Identify research champions within the department. •Promote and facilitate pharmacy practice related research within mental health pharmacy services liaising with Director and Associate Director of Research for ELFT. •To integrate research into pharmacy practice and to implement changes required as a result of the audit cycle. •To be accountable for the Pharmacy contribution to the delivery of clinical trials, ensuring all processes are compliant with regulatory standards.

JOB DESCRIPTION AGREEMENT

This job description is intended as a guide to the main duties of the post and is not intended to be a prescriptive document. Duties and base of work may change to meet the needs of the service or because of the introduction of new technology. This job description may be reviewed from time to time and changed, after consultation with the postholder.

<u>Working Conditions</u>	
Criteria	Description
Physical	<p>The role does not involve the postholder in a high degree of physical effort.</p> <p>The postholder is required to travel between Trust sites and to regional meetings as required.</p> <p>There are frequent times when they will be required to sit and/or stand and/or walk.</p> <p>Frequent VDU use</p>
Emotional	<p>Exposure to staff management i.e. dealing with long term sickness, redeployment and redundancy, discipline and grievance, employment tribunals and difficult change management issues.</p> <p>Able to cope with the presence of physically and mentally ill patients.</p> <p>May have to deal with staff and occasionally patients and their families who are angry/upset/tearful.</p> <p>Postholder has to be able to work successfully under pressure of time and resources.</p>
Mental	<p>The postholder requires high levels of concentration at all times, as they deal with heavy demands from a variety of sources.</p> <p>The postholder will require stamina.</p> <p>The postholder will be subject to frequent interruptions due to the nature of the role.</p> <p>Able to make judgements on highly complex issues.</p> <p>The work is often unpredictable and the postholder may have to adapt to change in short time frames and be able to deliver outcomes.</p>
<u>Statement on Employment Policies</u>	
<p>In addition to the requirement of all employees to co-operate in the implementation of Employment related policies, your attention is drawn to the following individual employee responsibilities:-</p>	
Health and Safety	<p>Under the Health & Safety at Work Act 1974 it is the responsibility of individual employees at every level to take care of their own health and safety at work and that of others who may be affected by their acts at work, and to co-operate with management in complying with health and safety obligations, particularly by reporting promptly any defects, risks or potential hazards.</p>
Equal Opportunities	<p>ELFT is committed to equality of opportunity for all employees, job applicants and service users. We are committed to ensuring that no one will be discriminated against on the grounds of race, colour, creed, ethnic or national origin, disability, religion, age, sex, sexual orientation or marital status. The Trust commits itself to promote equal opportunities and value diversity and will keep under review its policies, procedures and practices to ensure that all employees, users and providers of its services are treated according to their needs.</p> <p>For management posts, to ensure that within their service area fair employment practice and equality of opportunity are delivered.</p>
Dealing With Harassment/ Bullying In The Workplace	<p>The Trust believes employees have the right to be treated with respect and to work in a harmonious and supportive working environment free from any form of harassment and / or bullying.</p> <p>The Trust has taken positive steps to ensure that bullying and harassment does not occur in the workplace and that procedures</p>

	<p>exist to resolve complaints as well as to provide support to staff. It is your responsibility as an employee to abide by and support these steps so all employees can work in a harmonious, friendly and supportive working environment free of any harassment or intimidation based on individual differences.</p> <p>Disciplinary action will be taken against any member of staff found to be transgressing the Dignity at Work Policy.</p>
No Smoking	To refrain from smoking in any of the organisations premises not designated as a smoking area. 'East London Foundation Trust is a Smokefree Trust – this means that staff must be smokefree when on duty or otherwise in uniform, wearing a badge or identifiable as ELFT staff or undertaking trust business.'
Alcohol	To recognise that even small amounts of alcohol can impair work performance and affect ones ability to deal with patients and the public in a proper and acceptable manner. Consumption of alcohol during work hours in not permitted.
Confidentiality	<p>As an employee of the Trust the post-holder may have access to confidential information. The postholder must safeguard at all times, the confidentiality of information relating to patients/clients and staff and under no circumstances should they disclose this information to an unauthorised person within or outside the Trust. The post-holder must ensure compliance with the requirements of the Data Protection Act 1998, Caldicott requirements and the Trust's Information and IM&T Security Policy.</p> <p>To safeguard at all times, the confidentiality of information relating to patients/clients and staff.</p>
General Data Protection Regulation (GDPR)	<p>To maintain the confidentiality of all personal data processed by the organisation in line with the provisions of the GDPR.</p> <p>As part of your employment with East London Foundation Trust, we will need to maintain your personal information in relation to work on your personal file. You have a right to request access to your personal file via the People & Culture Department.</p>
Safeguarding	All employees must carry out their responsibilities in such a way as to minimise risk of harm to children, young people and adults and to safeguard and promote their welfare in accordance with current legislation, statutory guidance and Trust policies and procedures. Employees should undertake safeguarding training and receive safeguarding supervision appropriate to their role.
Service User and Carer Involvement	ELFT is committed to developing effective user and carer involvement at all stages in the delivery of care. All employees are required to make positive efforts to support and promote successful user and carer participation as part of their day to day work.
Personal Development	Each employee's development will be assessed using the Trust's Personal Development Review (PDR) process. You will have the opportunity to discuss your development needs with your Manager on an annual basis, with regular reviews.
Quality Improvement	The Trust encourages staff at all levels to engage in the Trust's approach to quality through quality improvement projects and quality assurance.
Professional Standards	To maintain standards as set by professional regulatory bodies as appropriate.
Conflict of Interests	You are not precluded from accepting employment outside your position with the Trust. However such other employment must not in any way hinder or conflict with the interests of your work for the Trust and must be with the knowledge of your line manager.

Risk Management	Risk Management involves the culture, processes and structures that are directed towards the effective management of potential opportunities and adverse effects. Every employee must co-operate with the Trust to enable all statutory duties to be applied and work to standards set out in the Risk Management Strategy.
Personal and Professional Development/Investors in People	The Trust is accredited as an Investor in People employer and is consequently committed to developing its staff. You will have access to appropriate development opportunities from the Trust's training programme as identified within your knowledge and skills appraisal/personal development plan.
Infection Control	<p>Infection Control is everyone's responsibility. All staff, both clinical and non-clinical, are required to adhere to the Trusts' Infection Prevention and Control Policies and make every effort to maintain high standards of infection control at all times thereby reducing the burden of all Healthcare Associated Infections including MRSA. In particular, all staff have the following key responsibilities:</p> <p>Staff must observe stringent hand hygiene. Alcohol rub should be used on entry to and exit from all clinical areas. Hands should be washed before and after following all patient contact. Alcohol hand rub before and after patient contact may be used instead of hand washing in some clinical situations.</p> <p>Staff members have a duty to attend infection control training provided for them by the Trust as set in the infection control policy. Staff members who develop an infection that may be transmissible to patients have a duty to contact Occupational Health.</p>

Reviewed

29/11/2021

We care

We respect

We are inclusive

PERSON SPECIFICATION

JOB TITLE:	Chief Pharmacist
BAND:	Band 9
DEPARTMENT:	Pharmacy
DIRECTORATE:	Corporate
REPORTING TO:	Chief Medical Officer
ACCOUNTABLE TO:	Chief Medical Officer

			Evidence sought from (tick)		
FACTORS		Essential (E) or Desirable (D)	Application form/CV	Interview	Test, presentation or portfolio
EDUCATION/ QUALIFICATIONS	Vocational Masters Degree in Pharmacy (4 years or equivalent)	E	✓		✓
	+ One year pre-registration training	E	✓		
	+ 10 years post registration training relevant to hospital pharmacy (Extensive experience in a Mental Health setting and Community Health)	E	✓		
	Member of the General Pharmaceutical Council and/or Royal Pharmaceutical Society	E	✓		
	Certificate in Clinical Pharmacy (or equivalent)	E	✓		✓
	Diploma/MSc in Clinical Pharmacy	E	✓		✓
	Psychiatry qualification	E	✓		✓
	Supplementary or Independent Prescriber	D	✓	✓	
SKILLS/ ABILITIES	Able to manage own time.	E	✓	✓	
	Able to work both alone and as part of a team.	E	✓	✓	

	Good oral and written communication.	E	✓	✓	✓
	Aware of customer needs.	E	✓	✓	
	Able to cope with stressful situations.	E	✓	✓	
	Demonstrates assertiveness in difficult situations.	E	✓	✓	
	WP skills.	E	✓	✓	✓
	Able to respond to customer needs.	E	✓	✓	
	Negotiation.	E	✓	✓	
	Managing a budget.	E	✓	✓	
	Able to be flexible.	E	✓	✓	
	Able to prioritise work.	E	✓	✓	
EXPERIENCE	Proven experience of good performance in previous posts, where relevant	E	✓	✓	
	Demonstrate ability to appropriately recommend, substantiate and communicate medicine related information to Mental Health patients, carers and clinical staff	E	✓	✓	✓
	Previous evaluated experience of mentorship	E	✓	✓	✓
	Monitoring and advising on drug expenditure	E	✓	✓	✓
	Setting objectives and appraisal techniques	E	✓	✓	
	Working in a community setting.	E	✓	✓	
	Clinical Audit.	E	✓	✓	✓
	Training of other staff.	E	✓	✓	
	Providing teaching sessions to pharmacy and other staff.	E	✓	✓	
	Staff management experience	E	✓	✓	
	Set up and /or run a service.	E	✓	✓	
KNOWLEDGE	Up to date knowledge of current white papers/ national/ government reports affecting psychiatry	E		✓	
	Drugs used in psychiatry.	E		✓	✓
	Aware of effect of political changes on healthcare.	E		✓	

	Sound knowledge of drug management of Mental Health disorders including national guidance	E		✓	
	Clinical and critical appraisal skills	E		✓	
	Able to influence all grades of medical staff	E		✓	
	Evidence in writing procedures, clinical guidelines and policy/protocols.	E	✓	✓	
	The ability to identify and prioritise clinical work load	E		✓	
	Communicates with medical, nursing and pharmacy staff in clear precise and appropriate manner.	E		✓	
	To have an awareness of national and local priorities	E		✓	✓
	The ability to identify and manage risks	E		✓	
	Ability to evaluate own work	E		✓	✓
	Enhances the quality of patient care	E	✓	✓	✓
	Demonstrates awareness of the clinical governance agenda	E		✓	
	Teaching and presentation skills	E	✓	✓	✓
	Able to work as part of team or alone	E		✓	✓
	Shows empathy towards patients' needs.	E		✓	
OTHER	Works calmly under pressure.	E	✓	✓	
	Understands and shows commitment to continuing personal development.	E	✓	✓	✓
	Be able to achieve objectives.	E	✓	✓	✓
	Able to use initiative and show appropriate level of self reliance.	E	✓	✓	
	Friendly personality; helpful to other staff and patients.	E	✓	✓	
	Adaptable	E	✓	✓	
	Own car and full driver's license.	D	✓		✓
	Demonstrates ability to meets set targets	E	✓	✓	✓

	Demonstrate ability to organise self in order to ensure efficient use of time.	E		✓	
	Self motivated	E	✓	✓	
	The ability and willingness to deputise for senior staff while recognising limitations of experience and ability	E		✓	✓
	Takes responsibilities for own actions	E		✓	✓
	Sickness (or attendance) record that is acceptable to the Trust: to be checked at interview. Declared medically fit by the Occupational Health Department to perform the duties of the post	E	✓		