

GENERAL DESCRIPTION OF CLASS

The PHARMACIST assures appropriate drug therapy for the patient and monitors services to verify that the facility/institution is meeting legal and accepted pharmacy requirements. The PHARMACIST also provides clinical dispensing and educational organization and direction to supportive personnel.

DISTINGUISHING FEATURES

This is a single classification and not currently part of a series of classes.

DUTIES AND RESPONSIBILITIES

Positions in this class are responsible for providing pharmaceutical care for their patients. Their duties and responsibilities may include some or all of the following:

- 1.**Clinical and Educational Duties.** Typical tasks: prepares medication histories for the patient's permanent medical record; monitors drug therapy by direct involvement with the patient and routine evaluation of the patient's drug regimen, medical problems and laboratory data; communicates relevant findings and recommendations, such as therapeutic alternatives to other clinicians; educates and counsels patients; participates in management of medical emergencies, adverse drug reactions, and acute and chronic disease states; provides written consultations in such areas as drug therapy selection, pharmacokinetics and nutritional support; initiates and participates in research, including clinical drug investigations; controls medication administration and drug distribution in patient-care areas; detects and reports adverse drug reactions; participates in the education of health-care practitioners; participates in drug-use evaluations and other quality assurance programs.
- 2.**Dispensing.** Typical tasks: interprets physicians' prescriptions and exercises professional judgment to determine appropriateness of the medication's indication, dose, route and frequency; reviews prescription for drug interactions and allergies; transcribes and fills medication orders for inpatient and outpatient clients; prepares intravenous solutions including chemotherapy agents; daily performs routine entries of drug prescriptions into the computer terminal or pharmacy profile; checks and verifies for accuracy all unit dose trays, new orders, and transcribing prepared by the pharmacy technician.
- 3.**Records and Inventory.** Typical tasks: maintains logs and documentation records of pharmaceuticals (e.g., controlled substances, manufactured and compounded products, preparation of unit dose products, investigational drugs); maintains dispensing records and monitors patient medical records; monitors inventory lists to note dated and outdated medications and to requisition drugs and supplies as inventory indicates; produces and monitors computerized records for various departments (e.g., medication administration records, physician's orders); evaluates product selection (bioavailability) information, and selects product to be purchased; purchases product or delegates responsibility to others.
- 4.**Miscellaneous.** Typical tasks: inspects medication stations for proper storage, temperature and security of drugs; attends institutional committee meeting (e.g., infection control, code 99, nursing advisory, pharmacy and therapeutics, quarterly health care, quality assurance).

RELATIONSHIPS WITH OTHERS

Employees in this class have regular contact, in person and by telephone, with health care team (e.g., physicians, nurses, psychologists, dieticians) to review and solve problems, and offer therapeutic alternatives involving patient's drug regimen. There is also regular in person contact with patients and families to provide counseling concerning the safe and proper administration of their medications. In addition, in-services are provided to the staff of other departments (e.g., medical, nursing, dental, food services, physical medicine). In accordance with regulations and standards of the State Board of Pharmacy, adequate professional oversight of pharmacy technicians, interns, and externs is also provided by employees in this class.

SUPERVISION RECEIVED

Employees in this class receive general supervision from a pharmacy director/manager or designee as mandated by the Board of Pharmacy. Employees in this class work independently and with minimal supervision, accepting responsibility and liability for work performed. Employees in this class follow State Pharmacy Board rules, State and Federal rules and regulations, and agency policies and procedures as guidelines for packaging, handling and distributing medications.

GENERAL INFORMATION

Positions in this class are primarily found in hospitals, clinics or other health care facilities. They require the willingness to work in the environment associated with the position's location and purpose. In addition, they require the willingness to maintain a sympathetic and understanding attitude towards mentally ill, mentally retarded, handicapped, and/or physically ill patients. Some positions require the willingness to work overtime, on-call and/or rotating schedules.

KNOWLEDGE, SKILLS, AND ABILITIES (KSA)

Extensive knowledge in the specialized functions and standards of institutional pharmacy (unit dose drug distribution, IV additives, drug regimen review, drug utilization reviews, drug information, and State and Federal inspections).

Extensive knowledge of science, principles, and practice of pharmacy.

Extensive knowledge of pharmacy reference sources.

Extensive knowledge of pharmacology as applied to various diseased states.

General knowledge of pharmacokinetics and pharmacodynamics.

General knowledge in the maintenance of records, reports, and references.

General knowledge of mathematics through calculus.

General knowledge of Federal and State laws and regulations relating to pharmacy and drugs.

Skill in performing drug utilization reviews and preparing quality assurance reports.

Skill in interviewing and preparing patient medication histories and adverse drug reaction reports.

Skill in performing routine drug regimen reviews, evaluating orders,

solving problems, and communicating recommendations.
Skill in participating in the management of medical emergencies.
Skill in controlling medication administration and drug distribution to the patient-care area.
Skill in working effectively as health care team member or committee.
Skill in communicating critical information in an accurate and concise manner to a variety of professional and paraprofessional staff.
Skill in educating and counseling patients and their families on proper administration, side effects, drug interactions, and storage of their medications.
Skill in providing staff with consultations on drug therapy selection, dosing, administration, and monitoring of beneficial and/or adverse effects.
Skill in giving clear verbal and written presentations on technical subject matter to physicians, nurses, and other health-care practitioners.
Skill in locating and using drug information sources.
Skill in interpreting and applying State and Federal laws relating to pharmaceutical care of patients.
Skill in reading and interpreting physicians' orders and verifying appropriate use of drugs.
Skill in preparing, compounding, and dispensing medications in an accurate manner.
Skill in maintaining accurate and complete records in the dispensing and retaining of drugs.

SPECIAL QUALIFICATIONS

Graduation from an accredited School of Pharmacy and registration as a pharmacist by the Oregon Board of Pharmacy.

NOTE: The KNOWLEDGE and SKILLS are required for initial consideration. ABILITIES may be required for initial consideration, at any time during the selection process, or during a trial service period as a final stage of the selection process. Some duties performed by positions in this class may require different KSA's. No attempt is made to describe every KSA required for **all** positions in this class. Additional KSA requirements will be explained on the recruiting announcement.

Adopted 4/90

Revised

Examples of work are typical of duties assigned to this class. No attempt is made to describe every duty performed by all positions in this class.