



**TOBAGO REGIONAL HEALTH AUTHORITY
HUMAN RESOURCES DEPARTMENT
JOB DESCRIPTION**

Job Title	Pharmacist I
Department	Pharmacy Department (Hospital & Community)
Reports to	Pharmacist II
Head of Department	Pharmacy Manager
Supervision Provided to	_____

JOB SUMMARY

The Pharmacist I is responsible for dispensing and supplying prescribed medications and drugs, while carrying out clinical screening and maintaining control of medications by monitoring drug therapies and pharmaceutical advising interventions. The incumbent also performs pharmaceutical counselling regarding proper use of medication, actions, expected side effects, allergies, and duration of use, drug-food interaction and storage.

PRIMARY DUTIES & RESPONSIBILITIES:

- Facilitates patients access to and interaction with support agencies and health services within the healthcare system.
- Performs medication reconciliation.
- Consults other health professionals as appropriate and adjust the proposed care plan accordingly.
- Performs pharmaceutical, compounding and patient-specific calculations, including pharmacokinetic and other therapeutic calculations.
- Identifies and addresses patterns of unusual drug prescribing and usage including possible diversion or drug misuse.
- Interprets prescriptions, compounds and dispenses medication determining pharmaceutical, chemical, physical or physiological incompatibilities.
- Ensures the cleanliness, functionality and integrity of compounding, packaging, dispensing and storage equipment to minimize the risk of disease transmission from the Pharmacy environment.
- Participates in organised initiatives for disaster, pandemic and emergency preparedness.
- Communicates with sensitivity, respect and empathy.

- Conducts interpersonal interactions, including conflict management, in a professional manner.
- Collaborates with team members to determine and achieve team goals and objectives.
- Identifies the occurrence of a medication incident, adverse drug event or close call and respond effectively to mitigate harm and prevent reoccurrence.
- Applies principles of professional development including development including assessing own learning needs and developing a plan to meet these needs.
- Protects the privacy and confidentiality of the patient.
- Provides education to support the patient in making informed decisions about their care plan.
- Keeps abreast of current trends and practices in pharmaceutical care.
- Serves as a Drug Information Officer to other health professionals.
- Attends ward rounds, serving as a point person for medication therapy management and pharmaceutical care.
- Conducts both patient and peer education activities.
- Adheres to protocols, guidelines, policies and procedures relevant to Accreditation Standards, Public Health, Infection Control, Occupational Health and Safety, MoH/DHWFD, Registering Board/Association and the TRHA.
- Performs other related duties as assigned.

QUALIFICATIONS & EXPERIENCE:

- Bachelor's Degree or higher from an Accredited College or University in Pharmacy.
- Registration as Pharmacist with the Pharmacy Board of Trinidad & Tobago.
- Any equivalent combination of qualifications and experience.

KNOWLEDGE SKILLS & ABILITIES:

- Knowledge of the principles, practices and techniques of professional Pharmacy.
- Knowledge of Pharmacy Board Ordinance and related Ordinances.
- Knowledge of Pharmaceutical Supplies.
- Ability to prepare and dispense drugs and pharmaceutical products.
- Ability to establish and maintain effective working relationships with patients, other employees and the public.
- The ability to demonstrate proficient ability to directly supervise in a manner consistent with the required Policies and Procedures.
- The ability to understand and value individual differences and to consider these differences when working with others.
- The ability to maintain a level of sensitivity and flexibility for the diverse needs and perspectives of others.

- The ability to maintain professionalism and mental soundness in the delivery of good customer service to every patient.
- The ability to take personal accountability to identify, respond to and act on service needs, maintaining a focus on the patient/stakeholder.
- The ability to demonstrate proficient use of technological skills by use of the Microsoft Office Suite. Additionally, the applicant must demonstrate the ability to quickly and proficiently learn to use health specific software programs and any other handheld or technology tools as required for completing job tasks.
- Must demonstrate proficient ability to understand, apply, and interpret an extensive array of information, variables, and instruction where only limited standardization exists to define problems, collect data, establish facts, and draw valid conclusions.