

Eastern Health

POSITION DESCRIPTION

Position Title:	Lead Antimicrobial Stewardship Pharmacist – Eastern Health
Award Classification:	Pharmacist Grade 3 / Pharmacist Grade 4
Award / Agreement Name:	Medical Scientists, Pharmacists and Psychologists Victorian Public Sector (Single Interest Employers) Enterprise Agreement 2021-2025
Position Reports to:	Associate Program Director of Pharmacy – Quality Use of Medicine & Angliss Hospital, Peter James Centre, Wantirna Health

EASTERN HEALTH – HEALTHIER TOGETHER

Eastern Health is one of Melbourne's largest metropolitan public health services. We provide a comprehensive range of high quality acute, sub-acute, palliative care, mental health, drug and alcohol, residential care, community health and statewide services to people and communities that are diverse in culture, age and socio- economic status, population and healthcare needs



1. POSITION PURPOSE

This position has responsibility for the Eastern Health Antimicrobial Stewardship (AMS) Program under the direction of the Associate Program Director Pharmacy - Angliss Hospital, Peter James Centre and Wantirna Health (AH, PJC & WH) / Quality Use of Medicines (QUM). This position also works collaboratively with the AMS Medical Lead, Clinical Director of Infectious Diseases and Infection Prevention and Control (IPAC), Infectious Diseases Unit and is a member of the EH Pharmacy management team.

The role is centred around managing resources efficiently and effectively to provide best practice in pharmaceutical care, with assurance of appropriate, safe and quality use of antimicrobials environment Eastern Health. The role incorporates a mixture of direct clinical work and supervision of other pharmacists and pharmacy technicians providing clinical services. This position acts as the specialist pharmacist in Infectious Diseases and Antimicrobial Stewardship across Eastern Health.

2. MAJOR DUTIES AND/OR RESPONSIBILITIES

- Ensure Eastern Health complies and delivers care consistent with the national standards for Antimicrobial Stewardship (standard 3)
- Coordinate the activities of the Antimicrobial Stewardship Program including secretarial support to the Antimicrobial Stewardship Committee, reporting to the Eastern Health Medicines Management Clinical Risk Group Committee and to the Eastern Health Infection Prevention and Control Clinical Risk Group Committee as needed and maintain a close liaison with the Infectious Diseases Department
- Maintain the Eastern Health Antimicrobial Guidelines website
- Regularly review and update antimicrobial guidelines for Eastern Health
- Promote the ongoing activities of antimicrobial stewardship to consumers, pharmacy staff, nurses and medical staff.
- Monitor and report antimicrobial use and expenditure within Eastern Health
- Attend Infectious Diseases Consultant rounds
- Conduct Antimicrobial Stewardship Rounds
- Set up and maintain an audit schedule for the antimicrobial stewardship program that align with quality indicators and clinical care standards
- Conduct regular audits involving antimicrobial use in different settings
- Review and contribute to actions relating to antimicrobial stewardship on the Pharmacy or MM CRGC Innovation and Improvement Plan
- Provide advice and implement strategies to improve the cost-effective and quality use of antimicrobials
- Education of medical, nursing and pharmacy staff with regards to antimicrobials
- Lead and mentor the antimicrobial stewardship pharmacy team
- Provide regular feedback to the antimicrobial stewardship team regarding performance
- Oversee the documentation of ongoing activities for evidence of a cost effective service
- Participate in ongoing research relating to infectious diseases or antimicrobial stewardship
- Conduct performance appraisals for allocated staff
- Provide support for the infectious diseases team including provision of advice and medicine information
- Liaison with the microbiology department to develop 6 monthly antibiograms
- Collaborate with APDs to ensure all pharmacy practice within the position portfolio complies with EH standards, policies, guidelines and procedures
- Ensure all pharmacy staff in the AMS team work within the scope of their practice, ensuring appropriate levels of supervision and delegation
- Facilitate and participate in the delivery of continuing education and structured education programs to pharmacy staff (including those undertaking undergraduate and postgraduate education)

- Act as part of the Pharmacy Department's clinical services leadership team. Provide support and education to team members, mentor and oversee inexperienced team members, and assist the APD to drive a culture of professional development within pharmacy staff rostered to relevant clinical services areas.
- Assist the APD to manage staff recruitment, retention strategies and discipline for the AMS team staff in accordance with EH standards, policies and guidelines, and professional standards. Manage work practice in accordance with award agreements and entitlements.
- Ensure all pharmacy staff working within relevant areas are able to work in a non-discriminatory and harassment free environment
- Assist the APD to conduct staff performance appraisals and provide feedback regarding staff performance
- Manage clinical services orientation and training requirements specified by APDs and ensure accurate documentation to provide evidence of training is maintained
- Develop and participate in project, research (in consultation with EH Pharmacy Practice Research Group) and quality improvement activities in relevant portfolio area
- Contribute to the presentation and/or publication of service improvement projects at relevant professional forums in relevant portfolio area
- Work in conjunction with APDs to develop and progress relevant Innovation and Improvement Plans (IIPs) in line with the Pharmacy program and EH Strategic Plans
- Assist the APDs to promote a culture of continuous service improvement by monitoring standards of service and practice and contribution to EH Clinical Leads group, where required. Participate in leading the clinical services team to ensure that interventions are designed and implemented to address areas which fail to meet standards.

3. SAFE PRACTICE AND ENVIRONMENT

Occupational Health and Safety

Eastern Health is committed to provide and maintain a working environment for all staff that is safe and without risk to health. All staff are to take care of their own health and safety and the health and safety of any other person who may be affected by your acts or omissions at the workplace. Understand responsibilities and accountabilities to yourself and others in accordance with OH&S legislation and Eastern Health policies and promote a working environment that is congruent with these guidelines. This includes staff reporting of all clinical and OHS incidents and near misses, in particular those related to Occupational Violence, Manual Handling and Slips, trips and falls. Staff are required to comply with all state legislative requirements in respect to the Occupational Health and Safety Act 2004 and the Workplace Injury Rehabilitation and Compensations (WIRC) Act 2013.

4. TRAINING AND DEVELOPMENT

Relevant, practical and timely education should direct, facilitate, enhance and support the professional growth and practice of employees in a health environment characterised by change. All programs should endeavour to promote evidence-based practice, a problem solving approach and to be competency based.

You are expected to participate in the personal development process on an annual basis.

5. QUALITY

As a staff member of Eastern Health staff are required to comply with Eastern Health performance standards and participate in continuous monitoring and improvement as part of your role. You are also required to comply with legislation, professional standards and accreditation standards.

As a staff member employed by Eastern Health services you must have and maintain the appropriate skills and knowledge required to fulfil your role and responsibilities within the organisation. In addition, you must ensure that you practice within the specifications of this position description, and where applicable within the agreed scope of practice.

You are responsible for ensuring safe high quality care in your work. This will include complying with best practice standards, identifying and reporting any variance to expected standards and minimising the risk of adverse outcomes and patient harm. In addition, you will ensure that service and care is consistent with the EH approach to patient and family centered care.

6. CONFIDENTIALITY

Any information obtained in the course of employment is confidential and should not be used for any purpose other than the performance of the duties for which the person was employed. Staff are bound by the Information Privacy Act 2000 and the Health Records Act 2001.

7. EQUAL EMPLOYMENT OPPORTUNITY

You agree to adhere to the Equal Employment Opportunity policies and practices of the Health Service. Discriminatory practices, including sexual harassment, are unlawful. The Health Service will not tolerate discriminatory behaviour and any such conduct may lead to the invoking of the Disciplinary Policy and Procedure, which may result in termination of employment.

8. PERFORMANCE DEVELOPMENT

A Performance Review, that includes agreed targets, will occur three (3) months from commencement and then annually on the basis of the duties and responsibilities outlined in this position description. This is an opportunity to review personal and the allocated work unit's service performance, facilitated by the setting of objectives/goals and ongoing evaluation of performance and achievement. Objectives will be developed annually, documented, discussed and agreed with the immediate line manager, who will act as the assessor. The incumbent is expected to demonstrate and show evidence annually of on-going self and allocated work unit's service development.

9. EASTERN HEALTH'S PROMISE

Our promise to our communities, patients, consumers and staff is that we will be **HEALTHIER TOGETHER**. Bolder than a vision for the future, our promise calls us to action. We know that working together is the only way we can achieve what is necessary for a healthier future.

Our values are ones in action and are the behaviours that matter most.

- Respect for all
- Safe always
- Partnering in care
- Learning and improving everyday

Learning from the challenges of the past and looking to the future, we understand that we are building towards a more engaged, more reliable, always safe health service in partnership with our people to improve every day.

10. ATTACHMENTS

- Attachment 1 Key Selection Criteria

11. NOTE

Statements included in this position description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all-inclusive.

Prior to accepting any offer of employment, prospective employees will be required to read and commit to the Eastern Health Code of Conduct, including (but not limited to) issues of Occupational Health and Safety, Equal Opportunity and Confidentiality.

Vaccination against infectious disease is a mandatory requirement of this role. An offer of employment is conditional on you providing evidence that you are currently vaccinated against COVID-19, prior to commencing employment.

Signed: _____
Manager

Date: ____/____/____

INCUMBENT STATEMENT

I _____ (Incumbent Name) have read, understood and accepted the above Position Description and associated Attachments.

Signed: _____

Date: ____/____/____

ATTACHMENT 1

KEY SELECTION CRITERIA

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Essential

- Registered or eligible for registration as a Pharmacist with the Australian Health Practitioner Regulation Agency (AHPRA)
- Relevant post graduate qualifications such as Master of Clinical Pharmacy or equivalent
- Current and advanced hospital pharmacy experience, including effective clinical pharmacy skills
- Sound knowledge and understanding of all relevant aspects of hospital pharmacy. In particular, demonstrated ability to practice in accordance with Advanced Pharmacy Australia (ADPHA) Guidelines
- Demonstrate commitment to optimum patient focused care and professional practice
- Developed staff supervision, interpersonal skills, ability to facilitate open discussion and resolve conflict.
- Demonstrated ability to perform under pressure, to meet time constraints and determine work priorities and a high level of organisational skills
- Demonstrated competence in drug knowledge, especially antimicrobial therapy and its application in the clinical setting
- Demonstrate ability to work as part of the Infectious Diseases Team
- Demonstrated leadership, negotiation and decision making skills
- Demonstrated ability to manage change and quality improvement activities
- Demonstrated ability to work as part of a team to build relationships and work in partnerships
- Commitment to participate in personal and departmental ongoing professional development, continuing education and peer review
- Commits to providing a safe environment for all
- Exhibits and role models behaviour which reflects the Eastern Health values
- Promotes and contributes to a supportive and engaged team environment
- Respectful, collaborative and kind
- Understanding and commitment to professional standards, codes and behaviours as legislated through the Health Act, Pharmacy Board of Australia, other relevant professional bodies and Eastern Health Policy, Standards and Practice Guidelines
- Awareness and understanding of National Standards and Accreditation Standards
- High level communication, written and verbal, with demonstrated high level of inter personal skills with consumers, their families and all health care professionals
- Commitment to ongoing professional development
- Oral or poster presentations at AMS, ADPHA or equivalent conferences
- Proficient computer and data management skills (including a minimum of intermediate knowledge of Microsoft Office programs)

- Demonstrated ability to manage projects and to meet deadlines
- Current Victorian driver's licence
- Minimum 5 years post registration for grade 3 (or 10 years for grade 4)
- For Grade 4 classification, meets the Hospital Pharmacists Grade 4 reclassification criteria

Desirable

- Experience in and understanding of trends in Australian public hospital pharmacy practice
- Knowledge and skills in computing systems, especially those relevant to hospital pharmacy and therapeutics
- Credentialed or a portfolio that demonstrates progression towards credentialing as Advanced (Level 2 or 3) on the Australian Advanced Level Framework
- Involvement in undergraduate (i.e. student placements) and postgraduate clinical education
- Recent ClinCAT completed to a specified satisfactory level; ADPHA ClinCAT trained accredited evaluator
- Active participation in the affairs of relevant professional associations which may include membership of Special Interest Group, Specialty Practice Leadership Committee or similar relevant to portfolio
- Experience with PBS
- Experience with Merlin dispensing program and the Victorian Health Incident Management System (VHIMS)

Aboriginal & Torres Strait Islander Candidates

Eastern Health's Aboriginal Workforce Plan 2023 – 2026 was released in February 2023. With a strong focus on cultural safety and belonging, actions included in the Workforce Plan provide practical supports for all Aboriginal and/or Torres Strait Islander staff.

An Aboriginal Employment Coordinator is available to ensure each person has culturally safe and positive employee experiences which foster belonging and access to diverse experiences and career pathways. Should you require further information regarding this position or support to complete an application, please contact the Recruitment Manager for this position or Eastern Health's Aboriginal Employment Coordinator at Aboriginal.Workforce@easternhealth.org.au