Position Description

Position Title	Eastern Health Senior Pharmacist Pain Management
Classification & Salary Range	Pharmacist Grade 3 / Pharmacist Grade 4
Agreement Name	Medical Scientists, Pharmacists and Psychologists Victorian Public Sector (Single Interest Employer) Enterprise Agreement 2021 – 2025
Position Reports To	Associate Program Director - Pharmacy Quality Use of Medicines; and Deputy Director, Clinical Governance - Quality & Accreditation Systems
Last Updated	November 2026

Position Purpose

The Eastern Health Senior Pharmacist Pain Management is responsible to enhance, monitor, and assess the safe and appropriate use of analgesics, develop policies and procedures, in addition to education and training packages at Eastern Health. The role will provide governance to ensure analgesic prescribing practices are consistent with current evidence for safe, quality medication use, and to participate in driving improvements in quality and safety of opioid analgesic use.

Major Duties and Responsibilities

- To provide medication advice regarding analgesics and pain management
- Provide advice and implement strategies to improve the effective and evidence based use of analgesics including opioid analgesics
- Develop, regularly review and update the Eastern Health policies, procedures, guidelines and resources relating to pain management
- Establish, implement and review audit schedule and key performance indicators for the Pain Management Advisory Committee that align with quality indicators and clinical care standards
- Conduct regular audits and report findings involving opioid use in different settings
- Advise on medication formulary decisions with relevance to analgesic and related medications
- Provide secretarial support to the Eastern Health Pain Management Advisory Committee (or equivalent, if rebranded) reporting to the Eastern Health Medicines Management Clinical Risk Governance Committee and relevant other committees or meetings
- Collaborate with Learning and Teaching Directorate to assist in organisational development and/or delivery of structured education programs pertaining to pain management and opioid analgesic use
- Develop and contribute to ongoing quality improvement activities and practice-based research programs relevant to Analgesic Stewardship Service
- Act as point of contact for pharmacists and health professionals, and for the hospital or health service, for medicines information enquiries related to Analgesic Stewardship Service

- Attendance and provision of pharmacy input at multidisciplinary team meetings for the reviews of complex patients with pain
- Provide input into medication related incidents investigations involving opioids as delegated by the relevant Pharmacy Associate Program Directors
- Provide timely review and implementation of strategies to address medication related risks as identified by Serious Incident Review or organisational Improvement and Innovation Plans
- Participation in weekend and public holiday rosters and on call rosters (once trained)

Key Selection Criteria

Essential Selection Criteria:

- Registered or eligible for registration as a Pharmacist with the Australian Health Practitioner Regulation
- Agency (AHPRA)
- Current and advanced hospital pharmacy experience, including effective clinical pharmacy skills, particularly in the area of pain management and pharmacy led Analgesic Stewardship
- Sound knowledge and understanding of all relevant aspects of hospital pharmacy. In particular, demonstrated ability to practice in accordance with Society of Hospital Pharmacists of Australia (SHPA)
- 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 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. Presentation/poster presented at a SHPA or equivalent conference.
- Proficient computer and data management skills (including a minimum of intermediate knowledge of Microsoft Office programs)
- 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 Selection Criteria:

- Experience in public hospital pharmacy
- Relevant post graduate qualifications such as Master of Clinical Pharmacy or equivalent (highly desirable)
- Credentialed or a portfolio that demonstrates progression towards ANZCAP Consultant credentialing (highly desirable)
- Involvement in undergraduate and postgraduate clinical education
- Recent ClinCAT completed to a specified satisfactory level; SHPA ClinCAT trained accredited evaluator
- Partnered Pharmacist Medication Charting credentialed
- 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)

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. Read more about Eastern Health's strategic goals here.

Our Commitment to Diversity, Equity and Inclusion 

Eastern Health is committed to creating a diverse and inclusive environment that welcomes and values all people. We recognise that diversity is essential in ensuring Eastern Health provides the best service to its consumers.

Aboriginal and Torres Strait Islander people, people from the LGBTIQA+ community, people living with disability and those from a culturally and linguistically diverse background are strongly encouraged to apply.

For more information, please click here.

Aboriginal and Torres Strait Islander Candidates

Eastern Health's First Nations Employment Plan 2026 – 2028 was released in July 2026. With a strong focus on cultural safety and belonging, actions included in the Employment Plan provide practical support for all Aboriginal and Torres Strait Islander people.

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. For support, please contact our Aboriginal Employment Coordinator, Aboriginal.Workforce@easternhealth.org.au

Important Information

All new and existing employees are committed to the following to uphold Eastern Health's Promise and Values:

- Uphold confidentiality as per the Privacy Act 2000 and the Health Records Act 2001
- Comply with Eastern Health code of conduct and Policy and Procedures
- Comply with Eastern Health performance standards and industry professional standards
- Participate in continuous monitoring an improvement
- Comply with legislation and accreditation standards
- Ensure service and care are consistent with the Eastern Health approach to patient and family centred care

- Eastern Health is a child safe organisation, committed to promoting the wellbeing and cultural safety of Aboriginal children, children with disabilities and all children in their diversity. For more information, please click here.

Occupational Health and Safety, Quality and Improvement

Eastern Health is committed to providing and maintaining 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, particularly 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.

Eastern Health employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centred Care that relate to this position.

For more information about Quality and Safety please click here and for Staff Wellbeing please click here.

Final 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 influenza prior to commencing employment.

Application Support

If you need support or adjustments during the application or recruitment process, please contact the hiring manager or our Talent Acquisition team on (03) 9955 7555 (option 1). For current employees please select option 2.

Candidate Statement

I _____ have read, understood and accepted the above position description and associated attachments.

Signed: _____ Date: _____