



Creating and Inspiring Healthier Lives.

Position Title:	Registered Pharmacist
Department:	Pharmacy
Supervisor:	Pharmacy Director
Supervisory Responsibilities:	Pharmacy Staff
FLSA Status:	Salaried Exempt

Summary: Alluvion's Registered Pharmacist will provide safe, accurate and appropriate prescriptions and clinical services to patients within the framework of professional standards of care and legal requirements.

All employees will exhibit the following behavioral traits:

Integrity and Trust

Individual is widely trusted and can present information and discuss situations in an appropriate and helpful manner, keeps confidences, admits mistakes, doesn't misrepresent him/herself for personal gain. Is respectful in action and communication with clients, patients and staff.

Mission Integration

Adheres to the organization's mission during times of ease or challenge, is dedicated to the expectations and requirements of the mission and vision, acts in line with the values identified by Alluvion Health.

Team Relations

Understands and supports the team approach and integrated model of Alluvion Health. Is seen as a team player, cooperative and supportive of his/her coworkers, practices what he/she preaches. Can be candid with peers and fosters open dialogue. Creates a feeling of belonging on the team and holds self and team accountable to those behaviors.

Essential Job Responsibilities:

1. Performs the duties of a pharmacist, including verifying, dispensing prescriptions, and counseling patients on their medications.
2. Provides pharmacy services to patients;
3. Follows ASHP and APhA guidelines;
4. Participates in agency quality assurance activities;

5. Addresses clients, patients, providers and staff concerns or questions relating to the pharmacy, program operations and/or other technical difficulties;
6. Understands and maintains the integrity of the retail pharmacy's various programs, including 340B, ADAP, Bridge and retail medications;
7. Orders and checks in pharmaceuticals including controlled substances and maintains the CII perpetual inventory;
8. Maintains compliance with applicable policies, procedures, pharmacy laws and regulations, and accreditation/licensure requirements;
9. Documents medication-related information in the electronic health record;
10. Precept Advanced Pharmacy Practice Experience (APPE) students including scheduling, supervising, evaluating, providing feedback on performance and assignments, leading case conference, attending the annual clinical meetings and other duties as needed;
11. Utilizes and supervises pharmacy technicians/assistants as appropriate, with the pharmacist assuming final responsibility for work performed by the staff.
12. Responds to pharmacy related questions and provide oral and/or written drug information upon request;
13. Performs prospective drug utilization reviews to assess potential drug interactions, drug allergies, therapeutic duplications, correct drug and appropriate dose, patient compliance, etc.;
14. Performs comprehensive medication therapy management and makes appropriate recommendations to the primary care provider;
15. Offers counseling and patient education on medications dispensed and all new medications;
16. Provides direct supervision of the preparation and dispensing of pharmaceuticals;
17. Serves as the primary coordinator, liaison, and oversees compliance for the 340B program;
18. Monitors and assesses 340B rule changes, attends trainings, and ensures 340B program is compliant with federal regulations;
19. Participates in Alluvion staff and board meetings as required;
20. Performs other duties as assigned.
21. Performs a variety of other duties as assigned; which may include but are not limited to: directing or participating in special projects and events, conducting research, representing Alluvion at meetings and conferences, and attending continuing education and training events.

Knowledge, Skills and Abilities:

Knowledge and understanding of:

- Healthcare leadership and management principles;

- Knowledge of federal laws and standards for federally qualified health centers;
- Knowledge of community and health system pharmacy law and management;
- Knowledge of drug information and therapeutics;
- Montana Code Annotated;
- Knowledge of 340B Programs;
- Alluvion policies and procedures;
- Pharmacy policies and procedures;
- Electronic medical records;
- Pharmacy health and safety regulations and policies;
- Pharmacy quality assurance and quality improvement practices;
- HIPAA regulations and practices.

Skills in:

- Utilization of electronic medical records;
- Working independently and being self-motivated while performing job requirements;
- Communicate effectively orally and in writing;
- Establish effective working relationships with fellow employees, supervisors, communityservice organization representatives, clients and citizens.
- Maintain accurate prescription records according to state and federal laws and regulations;

Ability to:

- Provide leadership;
- Adapt to changes in the work environment;
- Manage competing demands, changes in approach or method to best fit the situation;
- Deal with frequent change, delays and or unexpected events;
- Adhere to a high degree of confidentiality and sensitivity towards patients;
- Maintain confidentiality and compliance with HIPM privacy and security rules;
- Work with patients with diverse social economic and cultural backgrounds in an empathic, non-judgmental, respectful and professional manner;
- Work with people from all walks of life, such as individuals with various social and emotional histories, high risk, unemployed, disabled, and homeless, abused, and people with mental health conditions;
- Work independently with little direction but also with a team;
- Analyze and compile information;
- Pass a criminal background check;
- Observe required work hours;
- Identify problems that adversely affect the organization and its functions.

Education/Training/Qualifications:

Education/Training:

- Bachelors degree from an accredited four-year college with major course work in pharmaceuticals and a degree from an accredited College of Pharmacy in Pharmacy, B. Pharmacy or Pharm. D.
- Two years' experience as a registered pharmacist required which includes health-systems, retail pharmacy or community health practice experience.

Certifications:

- Current and active license as a pharmacist with the state of Montana.
- Valid Driver's License issued by the State of Montana.

Computer:

- Intermediate to advanced software knowledge in Excel, Access, Word, Outlook and the ability to learn and adequately operate Alluvion Health software applications.

Language Skills:

Fluent in the English language. Ability to read, analyze, and interpret the most complex documents. Ability to respond effectively to the most sensitive inquiries or complaints.

Physical Requirements:

- Physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- The employee is regularly required to sit and use hands and fingers to provide care to patients and operate computer;
- Frequently is required to reach with hands and arms;
- Must occasionally lift and/or move up to 40 pounds while transporting equipment and supplies;
- Specific vision abilities required by this job include close vision and looking into monitors for extended periods of time and ability to adjust focus which permits the employee to perform computer procedures, and to produce and review a wide variety of documents, correspondence, reports and related materials in both electronic and printed form;
- Clarity of speech and hearing that permits the employee to communicate well with others;
- Mobility that permits the employee to move about in a variety of building settings; Personal mobility that permits the employee to enter, operate and exit motor vehicles and travel to other clinic sites.

Working Conditions:

- Work indoors in climate-controlled environment 95% of the time.
- OSHA Exposure Category #1 (*The normal work routine involves exposure to blood, body fluids, or tissues, but exposure or potential exposure may be required as a condition of employment.*)
- OSHA Exposure Category #2 (*The normal work routine involves no exposure to blood, body fluids, or tissues, but exposure or potential exposure may be required as a condition of employment.*)

Work Hours:

- Full-time, Exempt. Typically, a 40-hour workweek. Evening and weekend hours as required.

Comments:

This description is intended to describe the essential job functions and the essential requirements for the performance of this job. It is not an exhaustive list of all duties, responsibilities and requirements of a person so classified. Other functions may be assigned, and management retains the right to add or change the duties at any time.

_____ Employee Signature	_____ Date
_____ Immediate Supervisor	_____ Date
_____ Human Resources Signature	_____ Date