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GOVERNANCE AND IMPLEMENTATION

This resource should be reviewed and endorsed in accordance with the organisation's governance and document control processes prior to implementation.

DUTY STATEMENT

POSITION TITLE:	Pharmacist
REMUNERATION/CONDITIONS:	Contracted through Local Health District (LHD), Rural Doctors Network (RDN), or alternate funding body.
POSITION STATUS:	Contracted or Part-time
DIRECTLY RESPONSIBLE TO:	Practice Manager
PERFORMANCE APPRAISAL:	Annual review conducted jointly with Practice Manager and funding body (if applicable), considering community demand and service feedback.
POSITION FUNCTION:	The Visiting Pharmacist supports medication management, education, and reviews to optimise client safety and health outcomes. They work collaboratively with the clinical team to ensure culturally safe and informed medication use.
MINIMUM SKILLS REQUIRED:	Current registration with AHPRA as a Pharmacist

POSITION SUMMARY

This position provides regular outreach pharmacy services, particularly focusing on patients with chronic disease or complex medication regimens. The pharmacist plays a key role in improving adherence, minimising risks, and supporting health literacy.

RESPONSIBILITIES

- Conduct medication reviews and reconciliations.
- Provide in-service training for staff on medicines and interactions.
- Educate clients about medication purpose, side effects, and adherence.
- Ensure compliance with best practice pharmaceutical protocols.
- Document all reviews and consults in PMS.

Meetings

- Attend team case discussions and briefings where relevant and feasible.
- Engage in reflective practice and service feedback forums annually.

KEY PERFORMANCE INDICATORS

- Minimum of 1 medication review clinics per month
- All clinical notes finalised within 48 hours.
- Support 1 quality improvement activity related to medicines annually.

PROFESSIONAL DEVELOPMENT

- Maintain relevant continuing professional development (CPD) and seek ongoing learning in Aboriginal cultural safety and trauma-informed care.

ESSENTIAL SKILLS AND EXPERIENCE

- Demonstrated clinical excellence in pharmacy and collaborative healthcare.
- Experience working in Aboriginal community settings or commitment to Aboriginal health.
- Strong communication skills and respect for culturally appropriate practices.

MANDATORY REQUIRMENTS

- Current registration with AHPRA as a Pharmacist
- Evidence of cultural awareness training or willingness to complete
- Public liability and professional indemnity insurance
- Current CPR Certificate
- National Police Check
- Working With Children Check
- Compliance with all organisational policies and procedures
- Adhere to confidentiality and privacy requirements in line with the Health Records and Information Privacy Act 2002 (NSW) and other relevant legislation.

SIGNATURE & ACKNOWLEDGEMENT

I agree to abide by the standards and policies and have read and understood the job description and agree to comply with same.

Employee Signature: _____

Date: _____

Manager Signature: _____

Date: _____