

PHARMACIST

On-call, exempt

ALL REQUIRED DOCUMENTATION MUST BE SUBMITTED BY THE CLOSING DATE OR THE APPLICANT WILL NOT BE CONSIDERED FOR EMPLOYMENT

- Completed Keweenaw Bay Indian Community application
- Current Resume'
- Personal Statement
- Copy of Pharmacist credentialing
- Documentation of CPR Certification, if applicable
- Minimum of three (3) Letters of Recommendation
- If you are American Indian, you must attach a copy of tribal enrollment or proof of descendency
- If you are a Veteran, you must attach a copy of your DD214

Keweenaw Bay Indian Community
Pauline Spruce, Personnel Director
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Distribution Date: January 27, 2012

Closing Date: Open Continuous

POSITION ANNOUNCEMENT

POSITION:

PHARMACIST

On-Call, exempt

LOCATION:

Donald A. LaPointe Medical Center
Baraga, Michigan 49908

SUPERVISORY CONTROL:

Health Director

SALARY:

\$68.00/hour

QUALIFICATIONS:

- Pharmacy D **OR** BS degree in pharmacy
Professional knowledge of the concepts, principals, practice and techniques of pharmacy to provide direct patient services.
- Knowledge of state and federal laws and regulations pertaining to pharmacy.
- Knowledge of physical and chemical properties and characteristics of substance, therapeutic actions of drug and the principal of chemical, biological pharmacological and biopharmaceutical science.
- Knowledge of drug planning, monitoring and evaluation drug therapy in a clinical setting.
- Knowledge of appropriate resources and reference materials and their use.
- Ability to communicate with patients regarding the proper administration, use, actions, precaution and storage of their medication.
- Ability to communicate with other Health Providers in regards to the total treatment of the patient and educational activities related to patient care and health professional students.
- Ability to follow pharmacy primary care acute and chronic care protocols recording all information in the patient's medical record using the SOAP format.
- Must have a valid Michigan Drivers License, good driving record, be able to qualify for insurance to operate tribal fleet vehicles.
- Must be CPR and First Aid certified, or must obtain within six (6) months of date of hire.
- Minimum standards of character: Must not have been found guilty of, or entered a plea of nolo contendere or guilty to, any felonious offense or 2 or more misdemeanor offenses involving (under federal, state or tribal law; violations from other states will be interpreted according to the Michigan Penal Code):

Crimes of Violence	Sexual Assault
Molestation	Exploitation
Contact with or prostitution	Crimes against persons
Offenses committed against children	Child abuse or neglect
- Employment is contingent upon the satisfactory result of a Security Background Check, pre-employment drug testing and pre-employment physical.

MANDATORY REQUIREMENTS: CPR Training, TB Skin Test

INDIAN PREFERENCE: Preference will be given to qualified individuals of American Indian descent.

VETERAN PREFERENCE: Preference will also be given to Veterans (need DD214).

DUTIES AND RESPONSIBILITIES:

1. Shall Perform outpatient pharmacy functions for the full range of pharmaceuticals provided in the medical facility to include: Controlled, highly potent, and other drugs required special handling
2. Shall review the prescription, patient medication profile, and patient record to determine appropriateness, safety and completeness of medication, authenticity of prescriber, possible drug interactions, history or likelihood of adverse reaction, and any special aspects or considerations in dispensing the prescribed pharmaceutical.
3. Shall oversee the compounding of drugs as prescribed, whether individually or in bulk. Determines formulations to be used, dosage forms, quantities, concentrations, number of doses, ect.
4. Shall ensure correct labeling, handling, storage, and dispensing. Reviews prescriptions set up by pharmacy technician from volume or prepackaged stores. Ensures proper item, quantity, labeling before authorizing release.
5. Shall conduct necessary patient education concerning the medication, its administration, sign of reaction and related matters. Counsels patients on the course of treatment, likelihood of success, possible adverse reactions, and related matters.
6. Shall manage controlled substance inventory records, medication inventory and procurement. Complete all necessary reports and documentation in accordance with Federal and State regulations, IHS policy, and Service Unit policy and Procedures.
7. Shall perform periodic inspections of drug storage facilities to ensure correct handling, accountability of controlled substance
8. Shall ensure equipment is properly set-up and operated, components and additives are correctly identified, qualities computed and measured, and compounding properly performed.
9. Shall participate with physicians in determining course of treatment for unusually complex or difficult cases. Advises on the use of various drugs and drug therapies to include investigational are limited use terms.
10. Shall review efficiency of drug regimen. Advise on alternative and cost effectiveness.
11. Shall report and document medication errors and unusual circumstances.
12. Will verify that the prescribed medication is within safe dosage range, that components and additives are correctly identified, that the quantities are accurately computed and measured, and that the compounding is performed as specified.
13. Ensure correct labeling, handling, and storage of all pharmaceutical products.
14. Shall review physician unit dose orders, patient medication profile and records to ensure appropriateness and safety of medication orders. Verifies correctness of medication quantity, and that instructions for storage and administration are understood and complied with.
15. Shall advise physicians of findings and recommendations and provides technical supervision to other professional and non-professional staff assigned to this function.
16. Shall provide assistance to staff, oversees operations to insure adherence to professional standards. Patient safeguard, applicable law and regulations, quality assurance requirements, administrative procedures, and general operating policies.

17. Shall Conduct training of professional and non-professional, and prescribing staff on developments in drug therapy, rational therapeutics (i.e. Advises on effectiveness and efficiency of various regimens and alternatives, cost effective prescribing).
18. Shall assist with training of pharmacy employees.
19. Shall train personnel in preparation, storage, handling, and administration of drugs and other pharmaceuticals.
20. Shall represent the pharmacy and functions on various committees, and at any meetings.
21. Supports clinical investigations as required. Participates in operations of a drug information center and drug information retrieval system as required
22. Other duties as assigned by supervisor.

This position announcement summary is intended to indicate the kinds of tasks which will be required of this position and shall not be construed as declaring what the specific duties and responsibilities of the position will be. It is not intended to limit or modify the right of the supervisor to assign, direct and control the work of this position, nor to exclude other similar duties not mentioned. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level difficulty.

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