

NATIONAL PROFILES FOR PHARMACY

CONTENTS

Profile Title	AfC Banding	Page
Pharmacy Support Worker	2	2
Pharmacy Support Worker Higher Level	3	3
Pharmacy Technician	4	4
Pharmacy Technician Higher level	5	5
Pharmacist Entry Level*	5	6
Pharmacy Technician Specialist	6	7
Pharmacist	6	8
Pharmacy Technician Team Manager	7	9
Pharmacist Specialist	7	10
Pharmacist Advanced	8A-B	11
Pharmacist Team Manager	8B-C	12
Pharmacist Consultant	8B-D	13
Professional Manager Pharmaceutical Services	8C-9	14

* new profiles

Profile label**Pharmacy Support Worker****Job Statement:**

1. Undertakes duties in support of pharmacists e.g. reception duties in dispensary, packing & supply of drugs and medicines to wards & departments, production of sterile & other products
2. Undertakes related clerical duties

Factor	Relevant Job Information	JE Level
1. Communication & Relationship Skills	Provide and receive routine information, to inform work colleagues, patients, clients/requiring tact and persuasion; barriers to understanding Communicates factual information to other staff/ communicates factual information to patients at dispensary reception; overcomes communication difficulties	2-3(a)
2. Knowledge, Training & Experience	Range of routine work procedures, requiring job training Knowledge of procedures for own pharmacy area – on the job training, working towards NVQ2 or equivalent experience	2
3. Analytical & Judgemental Skills	Judgements involving straightforward facts or situations Deals with routine enquiries	1
4. Planning & Organisational Skills	Organises own day to day work tasks or activities Plans own tasks to meet service requirements	1
5. Physical Skills	Physical skills obtained through practice /highly developed physical skills, accuracy important; manipulation of fine tools, materials Standard keyboard skills for stock control, input of prescription data; operation of production equipment, use of syringes/ application of aseptic techniques, preparing products inside fume cupboards	2-3(b)
6. Responsibility for Patient/Client Care	Provide basic clinical technical services Packs medicines, produces sterile & other products	3 (b)
7. Responsibility for Policy/Service Development	Follows policies in own role, may be required to comment Follows pharmacy Standard Operating Procedures (SOP)s	1
8. Responsibility for Financial & Physical Resources	Maintain security of stock Responsible for checking, storage, distribution of medicines	2(c)
9. Responsibility for Human Resources	Demonstrates own duties to new or less experienced employees Demonstrates duties to less experienced staff, students	1
10. Responsibility for Information Resources	Data entry, text processing, storage of data Inputs stores, prescription data	2(a)
11. Responsibility for Research & Development	Undertakes surveys, audits as necessary to own work Customer satisfaction, top-up surveys	1
12. Freedom to Act	Well established procedures, supervision close by Works to pharmacy SOPs, supervision close by for most activities	1
13. Physical Effort	Sitting, standing in a restricted position; frequent light effort for several short periods/ frequent moderate effort for several short periods Sitting for data input, standing for dispensing, manufacture duties; repetitive lifting of packs, boxes/ moves pharmaceutical goods	2 (a) (b)- 3(c)
14. Mental Effort	Frequent concentration, work pattern predictable Concentration is required for input, reception duties, manufacture, work pattern generally predictable	2 (a)
15. Emotional Effort	Rare/ occasional exposure to distressing or emotional circumstances Challenging patient/client behaviour in dispensary area	1-2(a)
16. Working Conditions	Frequent exposure to unpleasant conditions Cytotoxic drugs, chemicals in containers, verbal aggression	3(a)
JE Score/Band	JE Score 162 – 194	Band 2

Profile label**Job Statement:****Pharmacy Support Worker Higher Level**

1. Undertakes duties in support of Pharmacists e.g. packing & supply of drugs and medicines to wards & departments, production of sterile & other products, including chemotherapy products
2. Carries out reception duties in pharmacy, including handing over medication to patients
3. Trains, supervises work of pharmacy support workers, trainees

Factor	Relevant Job Information	JE Level
1. Communication & Relationship Skills	Provide and receive routine information to inform work colleagues, patients, clients/requiring tact and persuasion; barriers to understanding Communicates factual information to other staff/ patients; overcome communication difficulties	2-3(a)
2. Knowledge, Training & Experience	Range of work procedures and practices, base level of theoretical knowledge Knowledge of procedures for own pharmacy area – on the job training, experience to NVQ3 or equivalent level	3
3. Analytical & Judgemental Skills	Judgements involving facts or situations, some requiring analysis Deals with emergency stock or similar problems	2
4. Planning & Organisational Skills	Organise own day to day work tasks or activities Plans own tasks and those of other pharmacy support worker(s)	1
5. Physical Skills	Highly developed physical skills, accuracy important, manipulation of fine tools, materials Operation of production equipment, use of syringes, application of aseptic techniques, preparing products inside fume cupboards	3(b)
6. Responsibility for Patient/Client Care	Provide basic clinical technical services Packs medicines, produces sterile and other products	3 (b)
7. Responsibility for Policy/Service Development	Follow policies in own role, may be required to comment Follows pharmacy SOPs	1
8. Responsibility for Financial & Physical Resources	Maintain security of stock Responsible for checking, storage, distribution of medicines	2(c)
9. Responsibility for Human Resources	Professional, clinical supervision Trains, supervises work of pharmacy support workers, trainees	2(b)
10. Responsibility for Information Resources	Data entry, text processing, storage of data Inputs stores, prescription data	2(a)
11. Responsibility for Research & Development	Undertakes surveys, audits as necessary for own work Customer satisfaction, top-up surveys	1
12. Freedom to Act	Standard operating procedures, someone available for reference Works to pharmacy SOPs, supervisor contactable	2
13. Physical Effort	Sitting, standing in a restricted position; frequent light effort for several short periods/ frequent moderate effort for several short periods Sitting for data input, standing for dispensing, manufacture duties; repetitive lifting of packs, boxes/ moves pharmaceutical goods	2 (a) (b)-3 (c)
14. Mental Effort	Frequent concentration, work pattern predictable Concentration for input, dispensing, manufacture, work pattern generally predictable	2 (a)
15. Emotional Effort	Rare/ occasional exposure to distressing or emotional circumstances Challenging patient/client behaviour in dispensary area	1-2(a)
16. Working Conditions	Frequent exposure to unpleasant conditions Cytotoxic drugs, chemicals in containers, verbal aggression	3(a)
JE Score/Level	JE Score 221-241	Band 3

Profile label
Job Statement:

Pharmacy technician

1. Dispenses and issues prescriptions; undertakes duties in relation to the manufacture of pharmacy products
2. Provides straightforward advice to patients/carers on pharmaceutical products and further supplies
3. Supervises, trains, coaches pharmacy support workers, student technicians

Factor	Relevant Job Information	JE Level
1. Communication & Relationship Skills	Provide and receive routine information, barriers to understanding Communicates information to patients/carers regarding prescribed medicines, prescription payments, exemptions & further supplies; there may be communication difficulties	3a
2. Knowledge, Training & Experience	Range of work procedures and practices, majority non-routine; intermediate level theoretical knowledge Knowledge of pharmaceutical technical procedures acquired through training, NVQ3, BTEC in pharmaceutical science or equivalent level	4
3. Analytical & Judgement Skills	Judgements involving facts or situations some requiring analysis Assesses situations concerning availability of prescribed medicines and refers non-standard prescriptions to relevant authority	2
4. Planning & Organisation Skills	Plan and organise straightforward activities, some ongoing Implements the rota for the technical pharmacy team; organises supervision of pharmacy support workers	2
5. Physical Skills	Highly developed physical skills, accuracy important; manipulation of fine tools, materials Weighs and measures raw materials for pharmaceutical preparations, prepares cytotoxic products and intravenous injection, using aseptic technique, prepares products inside fume cupboards, laminar airflow cabinets and isolators	3b
6. Responsibility For Patient & Client Care	Provide clinical technical services Provides pharmacy service including dispensing drugs to patients and providing information on common drug dosage and use	4b
7. Responsibility For Policy/Service Development	Implements policies and proposes changes to practices, procedures for own area Implements SOPs within the pharmacy technician teams and suggests changes to dispensing, formulary policies	2
8. Responsibility For Financial & Physical Resources	Handles cash; maintain security of stock Collects prescription charges; ensures security of stocks of drugs and materials for production of pharmaceutical products	2 a,c
9. Responsibility For Human Resources	Day to day supervision, undertake basic workplace assessments Allocates and checks work of pharmacy support workers and less experienced technicians	2a
10. Responsibility For Information Resources	Data entry, text processing, storage of data Enters patient details on computerised record system from prescriptions prepared by others	2a
11. Responsibility For Research & Development	Occasionally participates in research and development activity/undertakes research and development; clinical trials Participates in clinical trials; undertakes research activities	1-2(a) (b)
12. Freedom To Act	Standard operating procedures, supervision available Follows SOPs, relevant regulations, works independently, work is checked by pharmacist, designated staff	2
13. Physical Effort	Frequent sitting, standing in restrained position; frequent light effort for several short/long periods during a shift; occasional moderate effort for several short periods Sitting when using isolator; pushes, carries and packs pharmaceutical supplies / moves pharmaceutical goods	2ab-3c
14. Mental Effort	Frequent concentration work pattern predictable Concentrates while checking prescriptions, batch, stock details	2a
15. Emotional Effort	Rare/occasional exposure to distressing or emotional circumstances Supplies prescribed pharmaceutical products to terminally ill, distressed patients	1-2(a)
16. Working Conditions	Occasional/frequent exposure to unpleasant conditions Handles contained chemicals, exposure to verbal aggression	2(a)-3(a)
JE Score/Band	JE Score 276 - 299	Band 4

Profile label
Job Statement:

Pharmacy technician higher level

1. Dispenses and issues prescriptions
2. Provides straightforward advice to patients/carers on pharmaceutical products and further supplies
3. Undertakes day to day supervision of pharmacy technicians, support workers
4. Holds accreditation for checking dispensed prescriptions of others

Factor	Relevant Job Information	JE Level
1. Communication & Relationship Skills	Provide and receive routine information, barriers to understanding; provide and receive complex information Communicates information to patients/carers regarding prescribed medicines, prescription payments, exemptions & further supplies, there may be communication difficulties; communicates technical information to other professions	3ab
2. Knowledge Training And Experience	Expertise within specialism underpinned by theory Knowledge of pharmaceutical technical procedures acquired through training, NVQ3, BTEC in pharmaceutical science or equivalent plus additional training for checking dispensed prescriptions, supervising a technical area within the pharmacy to degree or equivalent level	5
3. Analytical & Judgement Skills	Range of facts or situations requiring analysis, comparison of a range of options Judgements on how to fulfil urgent orders, where there are a range of options	3
4. Planning & Organisation Skills	Plan and organise straightforward activities, some ongoing Plans the rota for the technical pharmacy team, organises supervision of support workers	2
5. Physical Skills	Highly developed physical skills, accuracy important; manipulation of fine tools, materials Weighs and measures raw materials for pharmaceutical preparations, prepares cytotoxic products and intravenous injection, using aseptic technique, prepares products inside fume cupboards, laminar airflow cabinets and isolators	3b
6. Responsibility For Patient & Client Care	Provide clinical technical services Provides pharmacy service including dispensing drugs to patients and providing information on common drug dosage and use	4b
7. Responsibility For Policy/Service Development	Implements policies and proposes changes to working practices, procedures for own area/impact beyond own area Implements SOPs within the pharmacy technician teams, suggests changes to dispensing, formulary policies/ contributes to wider policies	2-3
8. Responsibility For Financial & Physical Resources	Handle cash; maintain security of stock/ authorised signatory Collects prescription charges; ensures security stocks of drugs and materials for production of pharmaceutical products/ authorises invoices for supplies	2 a,c-3a
9. Responsibility For Human Resources	Day to day supervision; undertake basic workplace assessments Allocates and checks work of technicians, support workers	2a
10. Responsibility For Information Resources	Data entry, text processing, storage of data Enters patient details on computerised record system from prescriptions prepared by others	2a
11. Responsibility For Research & Development	Occasionally participates in research and development activity/undertakes research and development; clinical trials Participates in clinical trials led by pharmacists; undertakes research activities	1-2(a) (b)
12. Freedom To Act	Clearly defined occupational policies, work is managed rather than supervised Follows SOPs, relevant regulations, works independently, accredited to check dispensed prescriptions of others	3
13. Physical Effort	Sitting, standing in restrained position; frequent light physical effort for several short periods; occasional moderate effort for several short periods during a shift Sitting for production activities; pushes, carries and packs pharmaceutical supplies/ Moves pharmaceutical goods	2ab-3,c
14. Mental Effort	Frequent concentration, work pattern predictable/ unpredictable Concentration for checking prescriptions, batch, stock details/ interruptions to give advice	2a-3a
15. Emotional Effort	Rare/occasional exposure to distressing or emotional circumstances Supplies prescribed pharmaceutical products to terminally ill, distressed patients	1-2(a)
16. Working Conditions	Occasional/frequent exposure to unpleasant conditions Handles contained chemicals, exposure to verbal aggression	2(a)-3a
JE Score/Band	JE Score 329 – 375	Band 5

Profile Label:
Job title:
Job Statement:

Pharmacist Entry Level

Pre-registration Pharmacist

1. As part of structured rotational training programme, undertakes dispensing and supply of medicines; technical & aseptic preparation of drugs; provision of medicines advice; ward based pharmacy services
2. Attends study sessions towards registration

Factor	Relevant Job Information	JE level
1. Communication & Relationship Skills	Provide and receive complex, sensitive information; barriers to understanding Communicates drug or medicine related information to patients & relatives, prescribers: patients may have language difficulties, physical or mental disabilities	4 (a)
2. Knowledge, Training & Experience	Specialist knowledge across range of procedures underpinned by theory Professional knowledge acquired through vocational master's degree in pharmacy, preparation and study for professional registration including clinical placements	6
3. Analytical & Judgemental Skills	Range of facts or situations requiring comparison of a range of options How to answer patient queries, check stocks/ skills for analysing drug charts and patient information in order to provide advice on medicines, dosages, production requirements, medicines information.	3
4. Planning & Organisational Skills	Organise own day to day work tasks or activities Plans own work	1
5. Physical Skills	Physical skills obtained through practice/Highly developed physical skills, accuracy important; manipulation of fine tools, materials Keyboard skills, skills for use of pharmacy equipment/skills for use of isolators, syringes, preparation of cytotoxic drugs.	2-3(b)
6. Responsibility for Patient/Client Care	Provide clinical technical services; provide advice in relation to care Reviews prescriptions, dispenses & supplies drugs for & to patients; undertakes preparation of sterile & aseptic products; provides advice to patients on doses, possible side effects; ensures compliance with Medicines legislation	4 (b) (c)
7. Responsibility for Policy/Service Development	Follow policies in own role, may be required to comment Follows departmental policies, comments on proposed changes to policies & current practices	1
8. Responsibility for Financial & Physical Resources	Handle cash, valuables; maintain security of stock Takes cash for prescriptions; responsible for security of drugs	2(a)(c)
9. Responsibility for Human Resources	Demonstrate own duties to new or less experienced employees May demonstrate own duties to others, including students	1
10. Responsibility for Information Resources	Record personally generated information/data entry, text processing, storage of data Inputs prescription information/from others	1-2(a)
11. Responsibility for Research & Development	Undertake surveys or audits, as necessary to own work Undertakes audits, may participate in clinical trials	1
12. Freedom to Act	Standard operating procedures, someone available for reference/Clearly defined occupational policies, work is managed, rather than supervised Undertakes clinical technical procedures under clinical supervision/works on own initiative	2-3
13. Physical Effort	Occasional moderate effort for several short periods Lifts, moves pharmacy boxes, fluids, enteral nutrition	2(d)
14. Mental Effort	Frequent concentration; work pattern predictable Daily concentration on for reviewing prescriptions, calculations, statistics; generally predictable work pattern	2(a)
15. Emotional Effort	Exposure to distressing or emotional circumstances is rare/occasional Work with terminally ill, distressed patients	1-2(a)
16. Working Conditions	Occasional unpleasant conditions Odours from aseptic, cytotoxic production.	2(a)
JE Score/Band	JE Score 327 - 359	Band 5

Profile label

Pharmacy Technician Specialist

Job Statement:

1. Provides and co-ordinates technical pharmacy services to a specialist area or service
2. Trains and assesses technical support staff; may manage team or service
3. Checks dispensed prescriptions, pharmaceutical production

Factor	Relevant Job Information	JE Level
1. Communication & Relationship Skills	Provide or receive complex, sensitive information, requiring tact or persuasive skills, barriers to understanding Communicates information to patients/clients/carers regarding medicines, there may be communication difficulties	4(a)
2. Knowledge, Training & Experience	Expertise within specialism underpinned by theory Knowledge of pharmaceutical technical procedures for specialist area to degree or equivalent level acquired through training, NVQ3, BTEC in pharmaceutical science or equivalent	5
3. Analytical & Judgement Skills	Range of facts requiring analysis, comparison of a range of options Analyses, interprets prescription information or requirements for pharmaceutical production in specialist field, may resolve service provision problems	3
4. Planning & Organisation Skills	Plan, organise complex activities or programmes requiring formulation, adjustment Co-ordinates the day to day provision of technical pharmacy service, plans ongoing training and assessment in technical pharmacy procedures	3
5. Physical Skills	Highly developed physical skills, accuracy important; manipulation of fine tools, materials Weighs and measures raw materials for pharmaceutical preparations, prepares cytotoxic products and intravenous injection, using aseptic technique, prepares products inside fume cupboards, laminar airflow cabinets and isolators	3b
6. Responsibility For Patient & Client Care	Provide specialist clinical technical services/specialist advice Dispenses drugs for patients, clients in specialist area; provides advice to patients, carers or those involved in manufacture of pharmaceutical products: ensures compliance with Medicines legislation	5b/c
7. Responsibility For Policy/Service Development	Implement policies, propose changes to working practices, procedures, impact on other areas Develops and implements SOPs within own area and suggests changes to policies that impact beyond own area	3
8. Responsibility For Financial & Physical Resources	Purchase of some supplies Purchases supplies of medicines, equipment and resources	3b
9. Responsibility For Human Resources	Day to day management; teach/deliver specialist training Provides day to day management for a group of pharmacy technical staff including recruitment and selection, performance issues; organises delivery of specialist training	3ac
10. Responsibility For Information Resources	Records personally generated information/ data entry, text processing, storage of data Records personally generated clinical details/enters patient details on pharmacy computerised data record system from prescriptions written by others	1-2a
11. Responsibility For Research & Development	Undertakes research and development; participates in regular clinical trials Undertakes research activities; dispenses, manufactures clinical trial drugs	2ab
12. Freedom To Act	Clearly defined occupational policies, work is managed rather than supervised Works within range of technical pharmacy codes and procedures, work is managed and assessed	3
13. Physical Effort	Sitting, standing in restrained position; frequent light physical effort for several short periods; occasional moderate effort for several short periods during a shift Sitting for production activities; pushes, carries and packs pharmaceutical supplies/ Moves pharmaceutical goods	2ab-3c
14. Mental Effort	Frequent concentration, workload unpredictable Concentration for dispensing prescriptions, calculating doses and quantities for supply, interruptions to provide advice to other staff	3a
15. Emotional Effort	Occasional distressing or emotional circumstances Dispenses medicines to terminally ill, distressed patients	2(a)
16. Working Conditions	Occasional unpleasant conditions Handles contained chemicals, exposure to verbal aggression, noxious fumes	2(a) –3(a)
JE Score/Band	JE Score 400 – 415	Band 6

Job Title:

Pharmacist

Job Statement:

1. Provides pharmacy services (e.g. clinical pharmacy, production, medicines information/ management) in hospital or primary care setting; undertakes risk management and ensures compliance with Medicines legislation
2. Supervises less experienced pharmacists, technicians
3. Advises junior medical staff, nurses on pharmacy matters; may provide emergency services (out of hours)

Factor	Relevant Job Information	JE Level
1. Communication & Relationship Skills	Provide and receive complex or sensitive information/ barriers to understanding Communicates drug or medicine related information to prescribers, clinicians, suppliers/ patients & carers, patients may have language difficulties, physical or mental disabilities	3(b)-4(a)
2. Knowledge, Training & Experience	Highly developed specialist knowledge, underpinned by theory and experience Professional knowledge acquired through vocational master's degree in pharmacy (4 years) + 1 year pre-registration training & experience	7
3. Analytical & Judgemental Skills	Range of facts or situations requiring comparison of a range of options Skills for analysing drug charts & patient information in order to provide advice on medicines, dosages, production requirements, medicines information	3
4. Planning & Organisational Skills	Plan and organise straightforward activities, some ongoing Plans own workload to ensure high priority patients or other issues dealt with first; may organise training sessions; audit, project work	2
5. Physical Skills	Highly developed physical skills, accuracy important; manipulation of fine tools, materials Skills for use of isolators, syringes, preparation of cytotoxic drugs	3(b)
6. Responsibility for Patient/Client Care	Provide specialist clinical technical services; provides specialised advice in relation to care Provides pharmacy services e.g. production, medicines information, reviews prescriptions, dispenses & supplies drugs for & to patients; provides advice to patients, prescribers on doses, possible side effects, undertakes risk management & ensures compliance with Medicines legislation	5 (b) (c)
7. Responsibility for Policy/Service Development	Follow policies in own role, may be required to comment/implement policies and propose changes to practices, procedures for own area Comments on proposed changes to policies & current practices/ reviews protocols	1-2
8. Responsibility for Financial & Physical Resources	Handle cash, valuables; maintain security of stock Takes cash for prescriptions; responsible for security of drugs, stocks	2(a)(c)
9. Responsibility for Human Resources	Day to day supervision; profession/ clinical supervision Supervises junior pharmacy staff, technicians, students	2(a) (b)
10. Responsibility for Information Resources	Record personally generated information/ responsible for maintaining one or more information systems, significant job responsibility Inputs prescription information, summarises drugs information, writes information leaflets, maintains production records/ responsible for maintaining medicines information system	1, 3(c)
11. Responsibility for Research & Development	Occasionally participate in clinical trials/regularly undertake clinical trials Participates in clinical trials/audits	1-2(b)
12. Freedom to Act	Clearly defined occupational policies, work is managed, rather than supervised Accountable for own professional actions: guided by national protocols, legislation, hospital formularies, can seek advice from senior pharmacist, including on call	3
13. Physical Effort	Combination of sitting, standing, walking/ occasional moderate effort for several short periods Light physical effort; occasional restricted position / lifts, moves pharmacy boxes, fluids, enteral nutrition packs, supplies	1-2(d)
14. Mental Effort	Frequent concentration; work pattern predictable/ unpredictable; occasional prolonged concentration Concentration for reviewing prescriptions, calculations, statistics; generally predictable work pattern, maybe interrupted by urgent requests for advice; prolonged concentration for preparation of cytotoxic drugs	2(a)-3(a)(b)
15. Emotional Effort	Exposure to distressing or emotional circumstances is rare/occasional May works with terminally ill, distressed patients	1-2(a)
16. Working Conditions	Occasional unpleasant conditions Smells from aseptic, cytotoxic production	2(a)
JE Score/Band	JE Score: 397-449	Band 6

Profile label
Job Statement:

Pharmacy Technician Team Manager

1. Manages the provision of a technical pharmacy service
2. Manages staff, resources, activity and information
3. May develop specialist technical services within the pharmacy department

Factor	Relevant Job Information	JE Level
1. Communication & Relationship Skills	Provide or receive complex, sensitive information, barriers to understanding Communicates with patients/clients and other staff regarding medicines, there may be communication difficulties; negotiates with pharmaceutical suppliers	4(a)
2. Knowledge, Training & Experience	Specialist knowledge across range of procedures underpinned by theory Knowledge of pharmaceutical service procedures obtained through NVQ3, BTEC in pharmaceutical science plus theoretical study and practical experience of managing staff, resources and additional knowledge to post-graduate diploma or equivalent level	6
3. Analytical & Judgement Skills	Complex facts or situations which require analysis, interpretation, comparison of range of options Analyses, interprets requirements for the pharmaceutical technical service, including staffing, service issues	4
4. Planning & Organisation Skills	Plan and organise complex activities or programmes requiring formulation, adjustment/ broad range of complex activities or programmes, formulate, adjust plans, strategies Organises service provision/ strategic planning across technical pharmacy service	3-4
5. Physical Skills	Highly developed physical skills, accuracy important; manipulation of fine tools, materials Weighs and measures raw materials for pharmaceutical preparations, prepares cytotoxic products and intravenous injection, using aseptic technique, prepares products inside fume cupboards, laminar airflow cabinets and isolators	3(b)
6. Responsibility For Patient & Client Care	Provide specialist clinical technical services/provide specialised advice Dispenses drugs for patients, clients in specialist area; provides advice to patients, carers or those involved in manufacture of pharmaceutical products: ensures compliance with Medicines legislation	5bc
7. Responsibility For Policy/Service Development	Implements policies and proposes policy, service changes, impact beyond own area Develops and implements policies and procedures relating to technical pharmacy services, proposes changes which impact outside the pharmacy department	3
8. Responsibility For Financial & Physical Resources	Authorised signatory; responsible for purchase of supplies Authorises payments; purchases supplies of medicines, equipment and resources	3a/b
9. Responsibility For Human Resources	Line manager for single function Line manager for pharmacy technical staff, including workload allocation, performance, chairs recruitment and selection of staff, career development, sickness absence management	4a
10. Responsibility For Information Resources	Records personally generated information/ data entry, text processing, storage of data Records personally generated clinical details/enters patient details on pharmacy computerised data record system from prescriptions written by others	1-2a
11. Responsibility For Research & Development	Undertakes research and development activity; clinical trials Undertakes research; participates in clinical trials	2ab
12. Freedom To Act	Broad occupational polices Works within technical pharmacy codes and procedures, manages technical pharmacy service	4
13. Physical Effort	Frequent light effort for several short periods Bending, stretching, and lifting of objects in the pharmacy store, carrying order boxes between the pharmacy and wards, pushing trolleys	2b
14. Mental Effort	Frequent concentration, work pattern unpredictable Concentration for dispensing prescriptions, calculating doses, interruptions to provide advice to staff, problem solve staffing, service provision issues	3a
15. Emotional Effort	Occasional distressing or emotional circumstances Dispenses medicines to terminally ill, distressed patients, staffing problems	2(a)
16. Working Conditions	Occasional/ frequent unpleasant conditions Handles contained chemicals, exposure to verbal aggression, noxious fumes	2(a)-3(a)
JE Score/Band	JE Score 473 – 498	Band 7

Job Title:

Pharmacist Specialist

Job Statement:

1. Provides specialist pharmacy services in hospital or primary care setting in e.g. production, critical care or oncology clinical pharmacy, medicines information or medicines management; undertakes risk management and ensures compliance with Medicines legislation
2. Undertakes teaching, supervision of less experienced pharmacists, technicians, students

Factor	Relevant Job Information	JE Level
1. Communication & Relationship Skills	Provide and receive complex information; barriers to understanding Communicates drug or medicine related information to prescribers, patients & carers: persuasive skills required; patients may have language difficulties, physical or mental disabilities	4(a)
2. Knowledge, Training & Experience	Highly developed specialist knowledge, underpinned by theory and experience Professional knowledge acquired through vocational master's degree in pharmacy degree (4 years) + 1 year pre-registration training +experience	7
3. Analytical & Judgemental Skills	Complex facts or situations requiring analysis, interpretation, comparison of a range of options Skills for analysing, interpreting medicines information, production issues, drug charts & patient information in specialist field	4
4. Planning & Organisational Skills	Plan and organise straightforward activities, some ongoing Plans own workload, organise training sessions; audit, project work	2
5. Physical Skills	Highly developed physical skills, accuracy important; manipulation of fine tools, materials Skills for preparation of injections & infusions	3(b)
6. Responsibility for Patient/Client Care	Provide highly specialist clinical technical services; provides highly specialised advice concerning care Provides specialist pharmacy services e.g. production, medicines information, reviews prescriptions, dispenses & supplies drugs for & to patients; provides specialised advice to patients on doses, possible side effects of drugs, undertakes risk management & ensures compliance with Medicines legislation	6 (b) (c)
7. Responsibility for Policy/Service Development	Propose policy or service changes, impact beyond own area Proposes & implements changes for own clinical area, impact on other disciplines	3
8. Responsibility for Financial & Physical Resources	Handle cash, valuables; maintain security of stock Handles prescription charges; responsible for security of drugs, supplies	2 (a) (c)
9. Responsibility for Human Resources	Day to day supervision; clinical/professional supervision Supervises, teaches, assesses junior pharmacy staff, technicians, students	2(a) (b)
10. Responsibility for Information Resources	Record personally generated information/ responsible for maintaining one or more information systems Inputs prescription information, summarises drugs information, maintains production or other records/ responsible for maintaining medicines information systems	1, 3(c)
11. Responsibility for Research & Development	Regularly undertake clinical trials Participates in clinical trials	2(b)
12. Freedom to Act	Broad occupational policies Discretion to work within defined parameters, lead specialist in own area	4
13. Physical Effort	Combination of sitting, standing, walking/ occasional moderate effort for several short periods Light physical effort; occasional restricted position / lifts, moves pharmacy boxes, fluids, enteral nutrition packs, supplies	1-2(d)
14. Mental Effort	Frequent concentration, work pattern predictable/ unpredictable Concentration for reviewing prescriptions, calculations, statistics; predictable work pattern, maybe interrupted by urgent requests for advice	2(a)-3(a)
15. Emotional Effort	Exposure to distressing or emotional circumstances is rare/occasional May work with distressed patients, relatives due to drug regime; drug misadventures	1-2(a)
16. Working Conditions	Occasional unpleasant working conditions Odours from aseptic, cytotoxic drugs	2(a)
JE Score/Band	JE Score; 466-493	Band 7

Job Title: **Pharmacist Advanced**

- Job Statement:
1. Responsible for leading and delivering specialist pharmacy service to a directorate or equivalent area e.g. critical care or paediatrics clinical pharmacy service; undertakes risk management and ensures compliance with Medicines legislation
 2. Provides expert advice on pharmaceutical matters in specialist field
 3. Leads and develops clinical audit; undertakes research

Factor	Relevant Job Information	JE Level
1. Communication & Relationship Skills	Provide & receive highly complex information, barriers to understanding Communicates highly complex drug or medicine related information to prescribers, clinicians, patients, relatives: patients may have language difficulties, physical or mental disabilities, other professionals may challenge advice	5(a)
2. Knowledge, Training & Experience	Advanced theoretical and practical knowledge Professional knowledge acquired through vocational master's degree in pharmacy (4 years) + 1 year pre-registration training + specialist knowledge acquired through diploma level training, experience	8(a)
3. Analytical & Judgemental Skills	Complex/ highly complex facts, requiring analysis, interpretation, comparison of options Skills for analysing drug, patient information in specialist field in order to provide advice on medicines, dosages, production issues/ in areas where information is lacking and medical or other opinion differs	4-5
4. Planning & Organisational Skills	Plan and organise complex activities, requiring formulation, adjustment Plans & organises provision of specialist service, plans & organises research, audit activities	3
5. Physical Skills	Highly developed physical skills, accuracy important, manipulation of fine tools, materials Skills for preparation of injections & infusions	3(b)
6. Responsibility for Patient/Client Care	Provides specialised clinical technical services; highly specialised advice Provides specialised pharmacy service, reviews prescriptions, dispenses & supplies drugs for & to patients in own area of expertise; provides highly specialised advice to medical, other clinical staff, patients on doses, possible side effects of drugs in critical areas; undertakes risk management & ensures compliance with Medicines legislation	6(b) (c)
7. Responsibility for Policy/Service Development	Proposes policy or service changes, impact on other areas Proposes changes for own specialist area, impact on other disciplines	3
8. Responsibility for Financial & Physical Resources	Maintain security of stock/monitors budgets Responsible for security of drugs, supplies/monitors drugs expenditure for area	2(c) – 3(c)
9. Responsibility for Human Resources	Provides day to day, clinical supervision/ management Supervises/ manages pharmacy staff, technicians	2(a) (b)- 3(a)
10. Responsibility for Information Resources	Records personally generated information/ responsible for maintaining one or more information systems Inputs prescription information, summarises drugs info, maintains production or other records/ responsible for maintaining medicines information system	1, 3(c)
11. Responsibility for Research & Development	Regularly participates in clinical trials, specific clinical audits, research Undertakes research in own area	2(a)
12. Freedom to Act	Broad occupational policies Accountable for own professional actions: guided by national protocols, legislation, hospital formularies; lead specialist in own area	4
13. Physical Effort	Combination of sitting, standing, walking/ occasional moderate physical effort Walking between locations; occasional restricted position / lifts, moves pharmacy boxes, fluids, enteral nutrition, supplies	1-2(d)
14. Mental Effort	Frequent concentration, unpredictable work pattern Concentration for reviewing prescriptions, calculations, statistics, reports, policy documents, interrupted by urgent requests for advice	3(a)
15. Emotional Effort	Occasional exposure to distressing or emotional situations Works with distressed patients/ relatives due to drug regime, drug misadventures	2(a)
16. Working Conditions	Occasional unpleasant working conditions Odours from aseptic, cytotoxic drugs	2(a)
JE Score/Band	JE Score: 546-598	Band 8a-b

Job Title:

Pharmacist Team Manager

Job Statement:

1. Responsible for delivering, managing and developing a component of a pharmacy service or equivalent in a hospital or primary care setting
2. Provides expert advice on pharmaceutical matters in own specialist area; undertakes risk management and ensures compliance with Medicines legislation
3. Leads and develops clinical audit; undertakes or co-ordinates research

Factor	Relevant Job Information	JE Level
1. Communication & Relationship Skills	Provide and receive highly complex, sensitive or contentious information; agreement or co-operation required Communicates medicines management information to decision makers e.g. drug & therapeutic committee, senior managers, advises clinicians on prescribing protocols, advice may be challenged	5(a)
2. Knowledge, Training & Experience	Advanced theoretical and practical knowledge Professional knowledge acquired through vocational master's degree in pharmacy (4 years) + 1 year pre-registration training + experience + further specialist knowledge through diploma level training and experience in area of practice	8(a)
3. Analytical & Judgemental Skills	Highly complex facts or situations requiring analysis, interpretation, comparison of options Skills for analysing drug, patient information in specialist field to provide advice on medicines, dosages, production issues in areas where information is lacking and professional opinion differs	5
4. Planning & Organisational Skills	Plan & organise broad range of complex activities; formulates, adjusts plans, strategies Plans and co-ordinates provision of pharmacy service, long term service planning	4
5. Physical Skills	Physical skills obtained through practice/ highly developed physical skills, accuracy important, manipulation of fine tools, materials Keyboard skills/ skills for preparation of injections & infusions	2-3(b)
6. Responsibility for Patient/Client Care	Provide highly specialist clinical technical services; provide highly specialised advice concerning care; accountable for delivery of sub-division of clinical technical service Provides highly specialist pharmacy service; provides highly specialised advice to patients, prescribers, clinicians on drugs, advice on drugs regimes; responsible for delivery of pharmacy service to trust & ensuring compliance with Medicines legislation	6(b) (c) (d)
7. Responsibility for Policy/Service Development	Responsible for policy implementation and development for a service Responsible for development of pharmacy policies and medicine management in own field, may contribute to organisation or local Health Authority policies through e.g. membership of drug and therapy committee	4
8. Responsibility for Financial & Physical Resources	Monitors budget or financial incentives; hold delegated budget/ budget holder for department Monitors drugs expenditure; holds budget for pharmacy service	3(c) (d)-4(a)
9. Responsibility for Human Resources	Line manager for single function, department Responsible for recruitment, development, workload allocation	4(a)
10. Responsibility for Information Resources	Record personally generated information/ responsible for maintaining one or more information systems Inputs prescription information, summarises drugs information/ responsible for maintaining medicines information system	1, 3(c)
11. Responsibility for Research & Development	Regularly undertakes R&D activity; clinical trials/ R&D activities as major job requirement/ co-ordinate, implement R&D activity as job requirement Undertakes research; clinical trials/ co-ordinates research programmes for own area	2(a)(b)-3-4
12. Freedom to Act	Broad occupational policies Discretion to work within defined parameters, lead specialist, manager in own area	4
13. Physical Effort	Combination of sitting, standing, walking Occasional light physical effort	1
14. Mental Effort	Frequent concentration; work pattern predictable Concentration on for reviewing prescriptions, calculations, statistics, reports, policy documents. interrupted by urgent requests for advice	3(a)
15. Emotional Effort	Occasional distressing or emotional circumstances Distressed patients/ carers, drug misadventures, complaints, staff issues	2 (a)
16. Working Conditions	Exposure to unpleasant conditions is rare/ occasional unpleasant conditions Office conditions/odours from aseptic, cytotoxic drugs	1-2(a)
JE Score/Band	JE Score: 603-662	Band 8b/c

Job Title:

Pharmacy Consultant

Job Statement:

- (1) Responsible for leading and delivering highly specialist pharmacy service; undertakes relevant risk management and ensures compliance with Medicines legislation
- (2) Provides expert advice on pharmaceutical matters in specialist field
- (3) Leads and develops clinical audit; co-ordinates and undertakes research; provides specialist training

Factor	Relevant Job Information	JE level
1. Communication & Relationship Skills	Provide & receive highly complex information, barriers to understanding Communicates highly complex drug or medicine related information to prescribers, clinicians, patients, relatives: patients may have language difficulties, physical or mental disabilities, other professionals may challenge advice	5(a)
2. Knowledge, Training & Experience	Advanced theoretical and practical knowledge Professional knowledge acquired through vocational master's degree in pharmacy (4 years) + 1 year pre-registration training + specialist knowledge acquired through post-graduate diploma level or equivalent training, experience	8(a)
3. Analytical & Judgemental Skills	Highly complex facts, requiring analysis, interpretation, comparison of options Skills for analysing drug, patient information in specialist field in order to provide advice on medicines, dosages, production issues in areas where information is lacking and medical or other opinion differs	5
4. Planning & Organisational Skills	Plan and organise complex activities, requiring formulation, adjustment/ plan and organise broad range of complex activities, requiring formulation, adjustment Plans & organises provision of specialist service, plans & organises research, teaching, audit activities/ plans & organises service provision	3-4
5. Physical Skills	Highly developed physical skills, accuracy important, manipulation of fine tools, materials Skills for preparation of injections & infusions	3(b)
6. Responsibility for Patient/Client Care	Provides specialised clinical technical services; highly specialised advice/ accountable for direct delivery of a clinical technical service Provides highly specialised pharmacy service, reviews prescriptions, dispenses & supplies drugs for & to patients in own area of expertise; provides highly specialised advice to medical, other clinical staff, patients on doses, possible side effects of drugs in critical areas; undertakes risk management & ensures compliance with Medicines legislation/ accountable for delivery of e.g. regional service	6(b) (c) - 7
7. Responsibility for Policy/Service Development	Responsible for policy implementation and development for a service, more than one area of activity Responsible for policy, service development for specialist service or equivalent	4
8. Responsibility for Financial & Physical Resources	Monitors budgets Monitors drugs expenditure for area	3(c)
9. Responsibility for Human Resources	Day to day supervision/ management; provides specialist training Day to day supervision/ management of Pharmacy team; provides specialist training to others from own and other disciplines	2(a)-3(a) (c)
10. Responsibility for Information Resources	Records personally generated information/ responsible for maintaining one or more information systems Inputs prescription information, summarises drugs info, maintains production or other records/ responsible for maintaining medicines information system	1, 3(c)
11. Responsibility for Research & Development	Research as major job responsibility/ co-ordinate research activities/ initiate R&D activities Undertakes research in own area as major job responsibility/ co-ordinates/ initiates specialist research	3-4-5
12. Freedom to Act	General policies, require interpretation Follow professional, general policies, need to interpret for specialist area	5
13. Physical Effort	Combination of sitting, standing, walking/ occasional moderate physical effort Walking between locations; occasional restricted position / lifts, moves pharmacy boxes, fluids, enteral nutrition, supplies	1- 2(d)
14. Mental Effort	Frequent concentration, unpredictable work pattern Concentration for reviewing prescriptions, calculations, statistics, reports, policy documents, interrupted by urgent requests for advice	3(a)
15. Emotional Effort	Occasional/ frequent exposure to distressing or emotional situations Works with distressed patients/ relatives due to drug regime, drug misadventures	2(a)-3(a)
16. Working Conditions	Occasional unpleasant working conditions Odours from aseptic, cytotoxic drugs	2(a)
JE Score/Band	JE Score 606 - 687	Band 8b-d

Job Title:

Professional Manager Pharmaceutical Services

Job Statement:

1. Responsible for delivery of pharmacy services across the organisation, including financial, staff management
2. Provides expert advice on pharmaceutical matters to the organisation, senior managers, prescribers
3. Responsible for medicines management, pharmacy practice, risk management issues & other clinical governance matters
4. Leads and develops clinical audit; undertakes, may co-ordinate research

Factor	Relevant Job Information	JE Level
1. Communication & Relationship Skills	Provides and receives highly complex information, agreement or co-operation required Communicates service related information to decision makers e.g. drugs & therapy committee, senior managers & other staff at all levels, advice may be challenged	5(a)
2. Knowledge, Training & Experience	Advanced theoretical and practical knowledge Professional knowledge acquired through pharmacy degree (4 years) + 1 year pre-registration training & experience + specialist knowledge acquired through diploma level training + further specialist/management knowledge in area of practice	8(a)
3. Analytical & Judgemental Skills	Highly complex facts or situations requiring analysis, interpretation, comparison of options Skills for analysing service related issues, clinical governance, medicines issues, dealing with complaints	5
4. Planning & Organisational Skills	Plan and organise broad range of complex activities, formulates, adjusts plans or strategies/ formulate long term, strategic plans involving uncertainty, may impact across whole organisation Service, business planning/long term planning, strategy for pharmacy services, medicines/drugs management across sector	4-5
5. Physical Skills	Physical skills obtained through practice/ highly developed physical skills, accuracy important, manipulation of fine tools, materials Keyboard skills/ skills for preparation of injections, infusions	2-3(b)
6. Responsibility for Patient/Client Care	Corporate responsibility for delivery of clinical technical service Corporate responsibility for delivery of pharmacy services to organisation or defined health economy	8
7. Responsibility for Policy/Service Development	Responsible for policy development & implementation for a directorate or equivalent Responsible for implementation and development of pharmacy policies, contributes to organisation medicines/drugs management policies	5
8. Responsibility for Financial & Physical Resources	Budget holder for department; budget for several services Holds budget for pharmacy service/ pharmacy and drugs budget	4(a) – 5(a)
9. Responsibility for Human Resources	Line manager for department/ several departments Responsible for recruitment, development, workload allocation for department/ departments	4(a)-5(a)
10. Responsibility for Information Resources	Records personally generated information Records clinical information, write reports	1
11. Responsibility for Research & Development	Regularly undertakes R&D/major job feature/co-ordinate, implement R&D as job requirement Undertakes research, clinical trials/responsible for co-ordination of clinical trials, audits, research for department	2-4
12. Freedom to Act	General policies; need to establish interpretation Responsible for policy interpretation for department	5
13. Physical Effort	Combination of sitting, standing, walking Occasional light physical effort	1
14. Mental Effort	Frequent concentration, work pattern unpredictable Concentration on for reports, policy documents, meetings, interrupted by urgent requests for advice, incidents	3(a)
15. Emotional Effort	Occasional distressing or emotional circumstances Critical incidents involving medicines, dealing with complaints, giving unwelcome news to staff	2(a)
16. Working Conditions	Rare, occasional exposure to unpleasant conditions Odours from aseptic, cytotoxic drugs	1-2(a)
JE Score/Band	JE Score: 661-741	Band 8c-9