UNION JOB DESCRIPTION

JD6038

JOB TITLE:	Pharmacist, Project Resource, Cowichan District Hospital Replacement Project	JOB DESCRIPTION NO.:	6038
CLASSIFICATION:	Pharmacist P2BQ - Quality Control	GRID/PAY LEVEL:	H-N-P2Q
COLLECTIVE AGREEMENT:	Health Science Professionals	HSCIS NO.:	36906
UNION:	HSA	JOB/CLASS CODE:	36906
PROGRAM/DEPARTMENT:	Pharmacy	BENCHMARKS (If Applicable):	
REPORTING TO:	Director or designate		
FACILITY/SITE:	Cowichan District Hospital		

JOB SUMMARY:

In accordance with the Vision, Purpose, and Values, and strategic direction of Island Health (Vancouver Island Health Authority), patient and staff safety is a priority and a responsibility shared by everyone; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

Reporting to the Director or designate and working as a member of the project team, the Project Resource Pharmacist plays a key role in facilitating operational readiness for the Pharmacy Department within the Cowichan District Hospital Replacement Project. This position provides pharmacy expertise during each phase of the project - planning, design, implementation, maintenance and evaluation - ensuring that all deliverables align with established policy, procedures, regulatory requirements and Accreditation standards. The position has delegated responsibility and accountability for quality control related to the opening of the new hospital pharmacy. This includes developing quality standards, monitoring progress and evaluating outcomes to ensure quality standards are met.

Travel may be a requirement of this position. Transportation arrangements must meet the operational requirements of the Vancouver Island Health Authority in accordance with the service assignment and may require the use of a personal vehicle.

TYPICAL DUTIES AND RESPONSIBILITIES:

1. Accountable for planning, developing, assessing and implementing pharmacy quality control measures. This includes establishing documentation, audits, controls, and validation methods. Also responsible for conducting gap analyses to identify and address process, infrastructure, and compliance needs to ensure operational readiness.

2. Develops and executes project deliverables to support the transition to new or modified systems, ensuring completion of tasks in accordance with quality standards, Island Health policies, regulatory requirements, and accreditation standards.

3. Develops and maintains processes to ensure the quality use of systems; establishes and maintains processes to ensure compliance with quality standards including conducting audits and leading specific quality and safety activities which meet CPBC, NAPRA, Health Canada, and accreditation requirements, and align with organizational and statutory standards.

4. Establishes Island Health policies, procedures, workflows, and protocols at the new site regarding best medication dispensing, storage, and medication distribution safety practices during the implementation of the new hospital pharmacy - this includes coordination with CPBC, pharmacy operations, and other collaborators.

5. Coordinates pharmacy licensure and operational readiness with the College of Pharmacists of BC (CPBC), including documentation, inspection preparation, and ensuring compliance with regulatory and professional standards.

6. Designs and validate specifications for pharmacy technologies and automation systems (e.g., ADCs, CPM, AWSs, packagers, carousels, CIVA QA devices), and oversee testing and integration with Pharmacy Informatics.

7. Designs and implement federally compliant narcotic handling procedures, including oversight and sign-off on all narcotic transfers and purchases.

8. Develops pharmacy support services for specialized areas such as Mental Health and Hospital at Home (HaH) programs.

9. Maintains application security and user access for pharmacy systems, ensuring appropriate role-based permissions in line with departmental standards.

10. Coordinates with Facilities Maintenance and Operations (FMO) to validate environmental controls (e.g., fridge/freezer monitoring) and ensure infrastructure meets regulatory and operational standards.

11. Acts as a technical/clinical resource responding to queries and recommends/implements best practice standards.

12. Develops Pharmacy training schedule, training materials, conducts training and completes evaluation in preparation for new site occupation.

13. Performs other related duties as required.

QUALIFICATIONS:

Education, Training And Experience

- Licensed by, or eligibility for licensing by the College of Pharmacists of British Columbia; and

- Completion of an Accredited Pharmacy Residency; and

- Three (3) years experience as a pharmacist in a hospital setting and at least one (1) year recent, related experience in pharmacy-related project work, quality improvement or systems implementation; and

- Valid BC Driver's License.

Skills And Abilities

- Ability to integrate best practice and current research evidence to support professional practice decisions and actions.

- Demonstrates ability to communicate effectively with clients, families, the public, medical staff, and the members of the interdisciplinary team using, oral written and computer communication means. Demonstrates abilities to effectively resolve conflict.

- Demonstrates ability to integrate and evaluate pertinent data (from multiple sources) to problem-solves and make decisions effectively. Applies problem-solving processes, demonstrates critical thinking and decision-making skills used in a systems approach.

- Demonstrated ability to utilize and apply Continuous Quality Improvement methodology and tools

- Working knowledge of change management principles and project management methodology.

- Demonstrates computer skills including the use of Meditech and Windows based programs.

- Demonstrates data analysis skills including appropriate data analysis and reporting tools. Demonstrated ability in the use of e-mail and word processing. Ability to operate other related equipment as required.

- Physical ability to perform the duties of the position.