

CENTRAL MONTANA MEDICAL CENTER
POSITION DESCRIPTION

Position Title	Staff Pharmacist	Grade	
Department	Pharmacy	Exempt	
Immediate Supervisor	Pharmacy Manager	Non-exempt	X
Supervisor next in line	CEO	Workweek	40
POSITION SUMMARY			
Provides prescribed medications, and compounds medications according to professional standards and practices. Provides consultative services to medical, nursing and ancillary staff.			
Continued employment and raises in this position are dependent upon Central Montana Medical Center's fiscal viability and:			
<ul style="list-style-type: none"> ● Actions and communications that contribute to a team concept and create a positive environment for all customers ● Acceptable performance of essential and all job duties ● Acceptable attendance record ● Accountability for safety to self, patients, visitors and all customers, and care of equipment and building ● Adherence to departmental and facility policies and procedures, education requirements, compliance monitoring and reporting, and CMMC Code of Conduct ● Accountability for the consequences of own actions ● Physical and emotional ability to perform essential functions ● Acceptable background investigation results if required for position 			
Minimum Education, Experience, Licensure, Certification required:			
Graduated from an accredited school of pharmacy Registered in the state of Montana			
ESSENTIAL FUNCTIONS/DUTIES: (Must be able to perform with or without accommodation)			
1	Dispenses medications to patients, residents, employees and other customers		
2	Compounds extemporaneous mixtures, admixes intravenous and chemotherapy solutions		
3	Maintains inventory, monitors bid purchases, ensures secure and proper storage		
4	Monitors the billing of medications and processes Medicaid forms		
5	Performs QA, DUR, drug formulary review, and other required reports as requested		
6	Reviews nursing home charts		
7	Maintain patient profiles, reviewing physician orders, intervening as necessary		
8	Provides drug information to physician, nursing, employees and other customers		
9	Enhances professional growth through participation in educational programs, current literature and inservice meetings		
10	Attends meetings as required		
11	Knows technicians duties and can perform in their absence		
12	Review medication of Home Health and Hospice patients		
13	Completes other duties as assigned.		
Knowledge, Skills, Abilities:			
Willingness to attend inservice programs and ask questions to maintain and improve knowledge level.			
Ability to adapt to fluctuations in work load, and perform in emergency situations.			
Ability to read, write, perform mathematical calculations, follow written and oral directions.			
Judgement to seek guidance and direction for performance of duties and ability to recognize, establish and respond to priorities.			
Communication skills to effectively relate co-workers, customers and general public.			
Willingness to assume additional duties when requested to offer assistance.			

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OCCUPATIONAL EXPOSURE for this position:

	Category I	Direct contact with blood or other bodily fluid to which universal precautions apply
X	Category II	Activity performed without blood/bodily fluids exposure, but exposure may occur in emergency
	Category III	Task/activity does not ordinarily entail predictable exposure to blood/bodily fluids

OTHER EXPOSURE for this position:

	Radiation	
X	Noise	Working under laminar flow hood
X	Other (Specify)	Working with cytotoxic agents

PHYSICAL DEMANDS:

(Essential functions strength rating for position - see Job Analysis)

	Sedentary	Exert up to 10# occasionally or negligible force frequently
	Light	Exert up to 20# occasionally, < 10# frequently or negligible force constantly
X	Medium	Exert up to 50# occasionally, up to 25# or up to 10# constantly
	Heavy	Exert up to 100# occasionally, up to 50# frequently or up to 20# constantly
	Very Heavy	Exert > 100# occasionally, > 50# frequently or > 20# constantly

I HAVE READ AND UNDERSTAND THIS POSITION/JOB DESCRIPTION, AND HAVE BEEN PROVIDED THE OPPORTUNITY TO ASK QUESTIONS AND RECEIVE APPROPRIATE ANSWERS. I ALSO UNDERSTAND THAT REASSESSMENT OF ABILITIES TO MEET POSITION REQUIREMENTS MAY BE PERIODICALLY REEVALUATED.

Employee's Signature	Supervisor's Signature	Date