



Information for applicants

CLINICAL PHARMACIST

HULL

PUTTING OUR PATIENTS AND OUR PEOPLE FIRST



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1. Background

Haxby Group is a high-quality, community-based healthcare organisation, with general practice at its heart. We deliver exceptional care from 10 GP surgeries across York, Scarborough, and Hull, serving more than 95,000 patients. Haxby Group has been rated Outstanding by the Care Quality Commission (CQC) in York and Hull. It has been rated as Good in Scarborough.

We are dedicated to improving the health of the communities we serve and have an innovative approach to ensuring we provide outstanding care. We are actively involved in research projects with the aim of improving patient care, and our digital-first ethos has contributed to reducing waiting times for access to services.

Our large and diverse team of Doctors, Nurses and Advanced Practitioners have decades of expertise, providing a range of care in a safe, friendly environment, with support from highly experienced Health Care Assistants, Clinical Pharmacists, and other non-GP clinicians. Supporting the patients and our clinical team are the large front of house and back-office teams ranging from Patient Services, Care Navigators, Clinical Administration Support and more.

Alongside the full range of NHS GP services, we provide minor surgery, vasectomies, and contraceptive procedures as well as providing some non-NHS services.

As the host for the Workforce and Training hub in Humber North Yorkshire, we offer training services through Haxby Group Training. We are committed to training all our staff, from Clinical Administration and Call Handlers, through to our Nursing team, and including all stages of undergraduate and postgraduate medical education. As a Primary Care Training and Workforce Hub in Humber Coast and Vale, we also provide support for a growing network of local practices, co-ordinating local schemes on behalf of Health Education England.

We have a clear mission "To deliver high quality, compassionate care to our local communities with an innovative and ethical mindset" and we achieve this by applying our organisational values:



More information can be found at www.haxbygroup.co.uk



2. Job Description

Job Title: CLINICAL PHARMACIST

Reports to: SENIOR CLINICAL PHARMACIST

Structure:

Head of Medicines Optimisation > Director of Prescribing and Medicines Optimisation

Job Summary:

Working collaboratively with Partners, Directors and the wider multidisciplinary team, you will support the safe, effective, and efficient use of medicines — ensuring the highest standards of patient care and clinical governance.

In this role, you'll take the lead in implementing and improving prescribing systems, identifying opportunities for medicines optimisation, and driving positive change across the practice. You will contribute directly to improving patient outcomes, reducing medicines-related risk, and promoting evidence-based prescribing.

You'll be responsible for providing training, supervision, and support to colleagues, building capability and confidence within the wider clinical and administrative teams. You will also champion a culture of continuous improvement by fostering understanding and engagement with the principles of medicines optimisation across all areas of the practice.

You will be supported by an experienced leadership team and encouraged to work autonomously, applying your professional knowledge, sound judgement, and clinical expertise in your daily activities.

Your duties and responsibilities may include any or all of the items in this job description which may be varied from time to time under the direction of your Line Manager or the Prescribing and Medicines Optimisation Director.

You must work at all times within your own competence and use your own judgement, knowledge, and common sense in your day-to-day activities.

Job Responsibilities:

- To adhere to the GPhC code of ethics, observing and applying all professional, ethical and legal obligations.
- Recognise and work within own competencies using own judgement, resourcefulness and common sense.
- To develop, implement and adopt standard operating procedures, to ensure procedures are in place for the avoidance of risk.



- Follow agreed protocols, referring to senior staff as appropriate.
- To participate in the education and training for staff, carers and patients regarding medicine optimisation issues.
- To undertake annual clinical medication reviews.
- To reauthorise and review repeat medication within own clinical competency
- To assist the wider team in ensuring all patients receive the appropriate drug monitoring required.
- To ensure all major MHRA drug alerts, where appropriate and within your level of competence are acted upon within the practice.
- Follow local and national Infection Control guidelines.
- Demonstrate awareness of statutory and local child protection procedures, including systems of referral.
- Contribute to achievement of the highest possible quality standards such as Quality and Outcomes Framework and other agreed Key Performance Indicator targets.
- To promote high quality, cost effective and evidence-based use of medicines within the practice.
- To improve understanding of the principles of medicine optimisation across the practice.
- To undertake prescribing safety audits and quality improvement projects across the practice
- To run specialist clinics for patients with long term conditions.
- To ensure that all prescribing errors and near misses are logged in accordance with the company's procedures and to undertake any activity necessary to rectify or prevent errors.
- To liaise with doctors about prescriptions to ensure accuracy and prevent risk.
- To keep up-to-date with current pharmacy practice, new drugs and their uses for the purpose of continuing professional development.
- To promote good practice in line with therapeutic developments.
- To maintain computerized records in accordance with data protection principles to ensure patient confidentiality.
- To counsel and advise patients on the safe and appropriate use of medicines.
- To provide professional advice and guidance on medicines related queries and issues to the wider practice team and patients.
- Undertake additional tasks as required within your general role as Practice Pharmacist.
- To advise and assist with all the above as required for Haxby Group and other associated businesses.

Responsibilities for administration:

- Maintain accurate and complete documentation and records utilising I.T. as appropriate and in accordance with Haxby Group protocol.



- To provide regular support and feedback to the practice on prescribing action plans.
- To update and maintain accurate patient medication records on the practice's clinical computer systems including advice given and action taken.

Management duties and responsibilities:

- To provide clinical supervision and support regarding prescription management and medicines optimisation

Business Responsibilities:

- Gather statistics and information as required.
- Undertake assigned tasks, project support, or development.
- Maintain accurate documentation and records using IT as per Haxby Group protocol.
- Follow agreed policies and protocols, seeking guidance from Team Leaders and Managers if required.
- Promote service uptake within the community.
- Uphold and promote Haxby Group's ethos and culture.
- Ensure resource rationalisation.
- Assist in expanding the business's professional offerings.
- Attend in-house governance, educational, and staff meetings.
- Plan, develop, and support new working processes to enhance quality.
- Train staff for optimal performance.
- Build and maintain relationships with other healthcare professionals and external bodies.
- Always behave professionally.

Safeguarding:

- Commit to safeguarding Adults at risk (vulnerable adults), children, and young people.
- Adhere to legislation and policies on Child Protection and Safeguarding Adults and be aware of your duties and responsibilities.
- Recognise signs of abuse and neglect.
- Inform the Safeguarding Lead of any concerns promptly.
- Stay up to date with safeguarding training requirements.

Learning and Development:

- Participate in training programmes, performance reviews, and personal/professional development.
- Develop and use a Personal Development Plan.
- Utilise learning opportunities and share knowledge with the team.



- Undertake mandatory and statutory training.

Team Working:

- Assist and support your line manager in providing a quality service.
- Provide cover during team members' absences.
- Support and facilitate change.
- Undertake additional tasks as required.
- Work effectively as a team member, supporting others.
- Accept delegation from senior staff and manage time effectively.
- Participate in team activities to improve patient care.
- Contribute to team effectiveness by reflecting on activities and making suggestions.
- Support local projects as agreed.
- Delegate duties safely and competently.

Confidentiality:

- Respect patients' privacy and maintain confidentiality.
- Access and share information only with authorised persons as per policies.

Health & Safety:

- Promote and maintain health, safety, and security per the Health & Safety Policy.
- Use personal security systems and manage work risks effectively.
- Keep up with training to update knowledge and skills.
- Use infection control procedures and maintain tidy, hazard-free work areas.
- Report potential risks and accidents promptly and as per the policy.

Equality and Diversity:

- Support equality, diversity, and rights of patients, carers, colleagues and visitors.
- Respect the privacy, dignity, and beliefs of all individuals.
- Behave in a welcoming, non-judgmental manner.

Quality:

- Strive for quality within Haxby Group.
- Alert the team to quality and risk issues.
- Manage time, workload, and resources effectively.
- Work within limitations and cooperate with audits.
- Contribute to achieving high quality standards and initiate improvement projects.
- Work with the Registered Manager to meet CQC standards.
- Collaborate with other agencies to meet patients' needs.



Communication:

- Communicate effectively with team members, patients, carers and visitors.
- Recognise and respond to alternative communication needs.

Other:

- This job title and job description is neither exhaustive nor exclusive and is subject to periodic review and amendments.

3. Person Specification

	Essential	Desirable
Physical Requirements	Able to undertake the requirements of the post	Reliable Flexible Excellent attendance record
Knowledge/Qualifications/Skills	Mandatory registration with the General Pharmaceutical Council. Master’s degree (MSc) in Pharmacy, MPharm (or equivalent). An excellent standard of written and verbal English. Nurate. Excellent customer service skills. Good administrative and organisational skills. IT literate. Supervisory experience. Understanding of business rationale.	Clinical diploma. Primary care experience. GPhC- accredited pharmacist independent prescriber. General practice or equivalent clinical experience. SystemOne experience.
Competencies/Qualities/Attributes	Pay attention to detail. Strong communication skills (written and verbal). Work well under pressure. Ability to motivate and develop team. Trustworthy. Ability to work effectively to deadlines. Able to work unsupervised. Able to use own initiative. Be self-motivated. Able to listen and empathise. Hard working and willing. Flexible and adaptable, able to work according to changing need.	



	Enthusiastic. Commitment to personal development.	
Other	Able to work at the desired times Flexibility of hours for cover	Car driver/clean licence

4. Terms and Conditions

Salary: Salary ranges from: £45,520.84 - £56,529.53 gross per annum (pro rata for part-time), according to skills and experience. Pay progression will be dependent upon annual performance appraisal.

Annual Holiday: 30 days plus bank holidays (pro rata for part-time staff). Holiday entitlement will increase as a reward for loyalty and service.

Training: Induction training plus other annual training subject to an agreed personal development plan.

Working hours: Full-time position: 37.5 hours per week (Saturdays on a rota)

The Surgeries will be open 7.30 am to 8.00 pm weekdays and until 1.00pm Saturdays. The post-holders' exact weekly hours will be agreed according to service and individual needs and will include evening and weekend sessions (possibly on a rota). These hours may vary on a regular basis as dictated by service or individual requirements. To facilitate communication and training you will also be required to attend evening meetings, events and training that fall outside your normal working hours. These will be reimbursed as overtime paid at the normal hourly rate, or as time taken in lieu.

Benefits: Several additional benefits including NHS Pension. Simply Health Well-being Plan will be offered after your probation period.

- Other benefits include:
- Full induction package with reviews
 - Annual reviews
 - Annual training day
 - Regular training and updates
 - Social functions
 - Uniform/uniform allowance



5. Application

To apply you must complete an application form.

Human Resources contact details:

Address: HR Department, Haxby Group, 109-119 Front Street, Acomb, York, YO24 3BU.

Or E mail: HR.Team@haxbygroup.co.uk Tel: 01904 928077 / 928076

All applications will be acknowledged however previous applicants need not apply.

For more information regarding the post please contact the HR Team on the above numbers.