

## Job Description Form

<b>Division/Department</b>	MedQuest Pharmacy
<b>Position Title</b>	PRN (Relief) Pharmacist
<b>Reports To Title</b>	Director of Pharmacy

### GENERAL DESCRIPTION

The primary responsibility of the Relief (PRN) Pharmacist is to provide comprehensive pharmaceutical care to MedQuest patients and providers through application of USP <795> guidelines, research and teaching, on an as-needed basis. The PRN Pharmacist will also ensure accuracy when performing all duties associated with the dispensing of pharmaceuticals, provide customer service to patients and healthcare professionals, and provide leadership and guidance to support staff.

### POSITION FUNCTIONS

#### Day-to-day Operations

- Ensures the daily workload of checking prescriptions, handling phone calls, organization of pharmacy 'To-Do List', and other tasks are effectively executed in a timely fashion
- Takes ownership of daily challenges and to see them to resolution
- Reviews prescriptions for accuracy and checks for drug interactions
- Ensures compliance with federal, state and local pharmacy laws
- Effectively counsels patients on medications, expected course of therapy, therapeutic recommendations, pharmaceutical compounding, as well as quickly locate necessary reference materials that can facilitate more accurate and thorough responses
- Reviews prescriptions issued by prescribers or other authorized agent to ensure accuracy and determine formulas and ingredients needed
- Complies with all security and loss prevention procedures including setting alarm, securing safe and locking pharmacy doors

#### Building Relationships

- Builds positive relationships with coworkers, prescribers and patients
- Collaborates with the Sales, Marketing, and other departments within Innovations Group
- Creates and maintains positive relationships with prescribers, coworkers, and collaborates with senior management to help grow pharmacy business

#### Knowledge/Skills/Abilities

- Must achieve mastery of USP <795> and all practice-relevant chapters
- Responsible for checking compounded preparations in accordance with company SOPs
- Must achieve proficiency in PK software
- Ability and willingness to work with the Director of Pharmacy and Pharmacy Technician Manager in teaching and developing the pharmacy staff
- Effectively utilizes pharmacy software to ensure accuracy in prescription entry
- Demonstrates proficiency in managing pharmacy inventory
- Pulls outdated, damaged, and recalled medications according to company SOPs and appropriately prepare for return

### EDUCATION REQUIREMENTS/SPECIAL TRAINING, CERTIFICATIONS, SKILLS

- Bachelors of Science in Pharmacy or Doctorate of Pharmacy from an accredited school of pharmacy
- Current Pharmacist license in the State of Utah

- Current licensure to dispense controlled substances in the State of Utah
- Ability to work under self-direction with dependable work ethic and urgency
- Strong written and oral communication skills
- Demonstrate a proactive approach to identifying and resolving problems
- Ability to perform the essential functions of the job as outlined above

<b>Date Reviewed</b>		
<b>Employee Name/Signature</b>		
<b>Manager Name/Signature</b>		