Crusader Central Clinic
JOB DESCRIPTION

Job Title: Clinical Pharmacist
Job Status: Exempt
Job Grade: 30
Manager Title: Chief Medical Officer

POSITION SUMMARY:
The Clinical Pharmacist is responsible for the oversight of Crusader prescribing practices, pharmaceutical education, prior authorization processes and managed care organization and pharmacy benefit manager relationships. This is a professionally licensed, administrative position. The Clinical Pharmacist reports to the Chief Medical Officer.

ESSENTIAL FUNCTIONS:

1. Accountable for demonstrating the qualities outlined in the “Customer Service Standards of Excellence” program when interacting with patients, their families and friends, and fellow employees.
2. Lead the Pharmacy and Therapeutics (P and T) functions within the clinic.
3. Develop a process for systematic review and oversight of all medications utilized at Crusader, ensuring that management, security and maintenance meet regulatory standards.
4. Provide oversight to the 340B Drug Discount Program.
5. Monitor and trend the occurrence of drug interactions and adverse effects and make recommendations to improve patient safety profiles.
6. Provide information and advice regarding drug dosage and proper medication storage to patients when requested.
7. Establish relationships and contacts with Managed Care Organizations (MCO) prescription benefit staff as well as with Pharmacy Benefit Manager (PBM) staff to promote real time information and ensure updates are correctly communicated to all parties involved.
8. Review, monitor, and educate Crusader providers on an ongoing basis with regards to best prescribing practices. This would include but is not limited to standardization of prescribing for specific disease states, managed care formulary and patient care requirements, and affordability.
9. Review and disseminate information and communications about new medications, drug safety alerts, recalls, etc.
10. Collaborate with internal and external customers to plan, monitor, review, and evaluate the effectiveness of a drug or drug regimens that may be introduced into the Crusader system.
11. Provide oversight and guidance on Patient Adherence Notifications and Adherence Suggestion Notifications received from all sources including MCO and PBM.
12. Provide oversight and guidance on MCO and PBM pharmacy utilization reports; work collaboratively with MCO utilization and care coordination departments to manage patients that routinely have high pharmacy utilization or cost.
13. Provide oversight and guidance to programs internally and through MCO plans that promote increased patient adherence.
14. Monitor prescribing patterns and provide feedback to Crusader providers on MCO medication formulary requirements and preferences.
15. Identify strategies to simplify the medication selection process for providers.
16. Provide oversight and guidance on medication prior authorization processes. Oversee high-cost medication prior authorizations to ensure Clinical Practice Guidelines are being followed.
17. Review Quarterly Patient and Provider Medication Prescribing reports provided by MCO and PBM to ensure prescribing patterns are in alignment with MCO/PBM protocols.
18. Other duties as assigned.

QUALIFICATIONS:
- Strong oral and written communication skills
- Effective interpersonal relationship skills with diverse individuals and groups
- Ability to successfully educate and motivate diverse groups, especially healthcare providers
- Ability to work with community partners to produce desired outcomes

Knowledge of:
Community resources relevant to the pharmaceutical industry

Ability to:
Develop and maintain professional partnerships, internal and external
Educate and train
Facilitate meetings
Follow up and through on projects

EDUCATION/EXPERIENCE/TRAINING:

Education:
Doctor of Pharmacy degree

Experience:
Work in hospital, outpatient, or educational institution with direct patient care experience.
Additional experience working with Managed Care Organizations would be helpful but not required.

Technical Knowledge:
Other Skills: Strong computer literacy/proficiency in Microsoft Office

Equipment: PC, email, facsimile machine, computerized voice mail system, and common office machines, multi-line telephone system

Software Knowledge: Windows, MS Office (Word, Excel, PowerPoint)

PERSONAL CHARACTERISTICS:
- Exude strong customer service skills
- Possess the ability to establish and maintain professional working relationships with all levels of staff, clients, and the public
- Detail oriented with the ability to work with minimum/no supervision
- Willingness to be part of a team-unit and cooperate in the accomplishment of departmental goals and organizational objectives
## Physical Requirement Form

**Job Title:** Clinical Pharmacist

<table>
<thead>
<tr>
<th>Physical Demands</th>
<th>Continuous over 70%</th>
<th>Frequent 40-60%</th>
<th>Occasional 15-39%</th>
<th>Rarely Up to 15%</th>
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<td>Standing</td>
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<td>Walking</td>
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<td>Climbing</td>
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<td>Bending</td>
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<td>Pushing / Pulling</td>
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<td>Exposure to Extreme Heat, Cold, Temp Fluctuations</td>
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<td>Exposure to Hazardous Chemicals</td>
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<td>Concentration on Detail</td>
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<td>Oral Communication</td>
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<td>Written Communication</td>
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Crusader Community Health does not require nor does it expect that an employee lift over 50lbs unassisted. Objects in excess of 50lbs should be lifted or moved with mechanical means or a team lift.

Employee Signature: ___________________________ Date: ________________

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed, as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. They are representative to the knowledge, skills, and abilities that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.