



Position Description

Position title	Oncology Pharmacist
Department / Division	Pharmacy/Operations
Classification	Grade 2 Year 1 – Grade 2 Year 4 (SX2 – SX5)
Position reports to	Senior Oncology Pharmacists
No. of direct & indirect reports	N/A
Location	The Royal Children's Hospital, Flemington Road, Parkville
Risk category	Category B - works in a patient facing setting but rarely or unlikely to have contact with blood or body fluids (or aerosols without PPE)

The Royal Children's Hospital

The Royal Children's Hospital's (RCH) vision is A world where all kids thrive.

RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.

RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria. Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.

We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards <https://www.rch.org.au/quality/child-safety/>.

RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.

Further information on RCH is available at www.rch.org.au

ROLE CONTEXT

The RCH Pharmacy Department provides full specialised paediatric clinical pharmacy, medication supply and information services to all patients of the hospital, including those admitted to and cared for by the Children's Cancer Centre. Liaison with other staff and clinicians enhances a best outcome multidisciplinary approach to patient care.

ROLE PURPOSE

The Grade 2 Oncology Pharmacist will be required to assist the senior pharmacists in the provision of a clinical pharmacy service to the Children's Cancer Centre, including service to the inpatient ward, Haematopoietic Stem Cell Transplant (HSCT) unit, Day Cancer Centre and other outpatient services. Participation in relevant committees, multidisciplinary meetings and clinical trials being carried out within the Children's Cancer Centre is required.

A strong emphasis on regular medication and patient-focused pharmacy activities is expected, including medication review, dispensing and counselling, treatment review and liaison with other health professionals, to ensure safe and appropriate medication use, compliance with hospital policies and timely provision of services.

KEY ACCOUNTABILITIES

- Provide Pharmacy services to oncology patients, as directed by the Senior Oncology Pharmacists
- Participate in the provision of a clinical ward service, patient medication counseling, provision of specialized drug information, dispensing services for inpatients and outpatients, maintenance of oncology protocols in the EMR and aseptic drug preparation for cytotoxic drugs. Necessary training in these areas.
- Maintain professional and working relationships with all patients/consumers and fellow professionals; incorporate this to ensure effective and desirable outcomes for all, with a focus on patient safety
- Discuss with pharmacy and other hospital staff issues important to concepts of Medication Safety. Commit to ongoing learning and safety practices that will ensure best patient outcomes, and participate in safety audits and activities.
- Participate in the quality assurance programs for this section, including relevant accreditation requirements for cancer care and HSCT
- Participate in the training of medical staff, nursing staff, new pharmacists and pharmacy interns/students as required.
- Participate in clinical supervision in accordance with local standard operating procedures and/or the RCH Allied Health Clinical Supervision Guideline which are based on the DHHS Allied Health Clinical Supervision Framework.
- Actively participate in or attend appropriate educational activities within the hospital in addition to conferences and seminars run by professional oncology or pharmacy organizations. This includes a commitment to at least 10 hours of education surrounding HSCT per year to fulfill accreditation requirements
- Communicate and liaise with medical, nursing and other professional staff in matters relating to this section.
- Co-ordinate activities related to research and clinical trials for the area, in liaison with medical and nursing staff. Ensure maintenance of a certificate in Good Clinical Practice.
- Adhere to relevant legislative requirements, clinical drug trial procedures, hospital and departmental policies.
- Contribute to discussions on Procedures and Policies within the area of paediatric oncology and HSCT, and be involved in the implementation and maintenance of those policies and procedures.
- Perform all necessary record keeping for drug use in this area including requirements for clinical trials and compassionate drug use.
- Commit to maintaining professional membership to relevant organisations including the Children's Oncology Group and the Australia New Zealand Children's Haematology and Oncology Group (ANZCHOG).
- Participate in the weekend, public holiday and on-call rosters

QUALIFICATIONS AND EXPERIENCE

Essential:

- Bachelor of Pharmacy or equivalent.
- Registered to practice as a pharmacist with Australian Health Practitioner Regulation Agency & name appears on the register of the Pharmacy Board of Australia.

Desirable:

- Significant and proven experience in hospital pharmacy
- Demonstrated experience in paediatric and/or oncology pharmacy practice
- Postgraduate qualifications or undertaking a postgraduate course in a relevant discipline
- Experience in the administration of clinical trials

KEY SELECTION CRITERIA

- Demonstrable abilities in written and verbal communication, organisation, thoroughness and attention to detail.
- Demonstrated ability to build and maintain working relationships with co-workers/fellow professionals and key internal and external stakeholders.
- Familiarity with electronic data processing and skill in the use of relevant databases for the storage, retrieval and processing of information.
- Recognition of research importance, and ability to effectively combine those requirements with the demands of daily tasks and clinical needs.
- A flexible and adaptable approach to functioning in a team environment that enhances the team's performance.

OTHER REQUIREMENTS

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment
- Employees are required to maintain a valid Working with Children Check throughout their employment
- A current, full driver's licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

IMPORTANT INFORMATION

All employees are required to adhere to the Royal Children's Hospital Values:

- Curious - We are creative, playful and collaborative
- Courageous - We pursue our goals with determination, ambition and confidence
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together
- Kind - We are generous, warm and understanding

RCH COMPACT

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- We do better work caring for children and families when we also care for each other



- I bring a positive attitude to work – I share, I laugh, I enjoy other's company
- I take responsibility for my behaviour and its impact on others
- I am curious and seek out ways to constantly learn and improve
- I celebrate the good stuff, the small stuff, the big stuff – it all matters
- I speak up when things aren't right
- I value the many different roles it takes to deliver great patient care
- I actively listen because I want to understand others and make better decisions
- I am inclusive and value diversity
- When it comes to teamwork, I don't hold back – I'm all in

QUALITY, SAFETY AND IMPROVEMENT

RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures
- Identifying risks, reporting and being actively involved in risk mitigation strategies
- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centred Care that relate to this position

The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.

Position description last updated	August 2023
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