

*ASHP assumes no responsibility for documents posted by users of the ASHP shared members resources repository, or for any acts, omissions or other conduct of its users. ASHP does not endorse or provide any representation or warranty with respect to any user or posted document. Users are further referred to the Disclaimer and Limitation of Liability on the ASHP Web page, located at <http://www.ashp.org>, the terms and conditions of which shall govern all uses of the shared member resources repository.*

DEPARTMENT OF HOSPITAL PHARMACY SERVICES

Date:

NOV 2004

Page:

1 of 2

---

**ORGANIZATION: Pharmacist Manager IT**

---

### **Responsibility**

Is responsible for the development, testing and implementation of the new Pharmacy information system at . To organize, supervise, and direct, and evaluate the duties and functions performed by technical support staff and pharmacists to ensure the provision of accurate, efficient, and appropriate IT system functionality . To support the Associate Director, IT, in ensuring that area objectives are met.

### **Duties and Responsibilities:**

1. Advise management on IT system development and use
2. Help design, test and implement new pharmacy information systems in the hospital.
3. When timelines and project phases require, oversee testing by Pharmacy Practitioners. May directly supervise practitioners as the programs develop
4. Assure educational facets are present in the systems for caregivers' review.
5. Research professional literature to keep current on pharmacy practice
6. Develop methods and procedures to assure proper information for dosing and patient monitoring are present and available in automated systems
7. Research information from Pharmacy IT groups and the national safety organizations on specific methods and information to be provided for specific pharmaceuticals
8. Monitor system safety by critical incidents
9. Adjust system text or categories to improve safety nets established for drug usage
10. Research how the Pharmacy Millenium system functions by testing the system to see responses and reading documentation
11. Customize generic software for culture and use.
12. Provide feedback to systems developers.
13. Train Pharmacy staff and caregivers such as residents, nurses, physicians and students in use of Pharmacy IT systems
14. Demonstrate systems to peers and other professionals from outside organizations

**ORGANIZATION: Pharmacist Manager IT**

---

**Minimum Education and Work Experience:**

B.S or PharmD. in Pharmacy from an accredited College of Pharmacy having completed a minimum of five years of scientific and clinically oriented professional instruction and one year's experience in a structured externship; one to two years of experience with pharmacy information systems; managerial ability and clinical experience and practice involving knowledge of modern hospital pharmacy practice.

Approved:

\_\_\_\_\_  
Director

Date:

\_\_\_\_\_