

JOB DESCRIPTION:

JOB TITLE:	INCUMBENT INTERVIEWED:	DEPARTMENT:	DATE:
Pharmacist Clinical Information Analyst		Pharmacy	6/06; 6/07

AGE SPECIFIC:

- Neonate (0-28 days)
 Infant (28 days-1 year)
 Pediatric (1-12 years)
 Adolescent (13-17 years)
 Adult (17 years to 64 years)
 Geriatric (65 years and above)
 Family/Visitors

BASIC FUNCTION:

Support of Pharmacy clinical information systems application in addition to pharmacy job description. Please refer to Pharmacist job description in addition to the following duties.

ACCOUNTABILITIES: IN ADDITION TO PHARMACIST DUTIES AS REQUIRED

1. Works to ensure the timely and safe implementation of new applications and upgrades. (RobotRx, PACMED, MedCarousel)
2. Work with MIS closely and communicates effectively with MIS leadership regarding hospital wide projects related to pharmacy (POM, RXM/AOM, BMV, etc)
3. Assists with table file building and system set-up procedures and ongoing maintenance thereof.
4. Continual maintenance of all pharmacy systems and automation. Delegates' duties to other staff members as needed, with approval from asst. manager and manager.
5. Continually works to improve application software in alliance with hospital mission and strategic plan.
6. Recommends possible system changes to enhance overall system effectiveness based on identified needs and industry trends.
7. Assures that applications are current, accurate, responsive, confidential and meet JCAHO and other regulatory standards for documentation.
8. Works with implementation team to ensure proposed changes to existing systems are successfully completed.
9. Assist in the development of policies and procedures for new pharmacy automation including downtime procedures.
10. Coordinate training of staff for all pharmacy computer systems and automation.
11. Communicates on a regular basis with the pharmacy manager regarding updates on projects, timelines, and issues and provides suggestions and recommendations to improve systems.
12. Assists with the maintenance of the pharmacy webpage (once active)
13. Keeps current with pharmacy automation and technology. Attends, at a minimum, an annual pharmacy information technology conference.
14. Develops and assists with providing reports from all pharmacy systems.
15. Performs other duties as required by manager.
16. Communicates upgrades and/or system changes in a timely fashion effectively to all staff members in the pharmacy and elsewhere if necessary.
17. Maintain order sets in test and live environments to reflect constant changes.
18. Develop and implement rules and reminders in Meditech to enhance the pharmacy module and aid pharmacists in performing their duties
19. Test how changes in pharmacy module impact other modules before implementing changes.
20. Assist nursing with drug dictionary building for smart pump project.

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Pharmacist Clinical Information Analyst		Pharmacy	6/06; 607:11/07

ORGANIZATIONAL RELATIONSHIPS:
Reports to: Assistant Manager, Pharmacy
Supervises:

POSITION SPECIFICATIONS:

Education/Licensure

BSc Pharmacy Required.
Valid Pennsylvania Pharmacy Licensure

Experience & Skills

- Computer information skills required.
- Minimum of 3-5 years clinical experience required.
- Ability to combine knowledge of clinical standards of practice, documentation requirements, and clinical interventions, with the knowledge of computer technologies to develop and administer clinical and support computer systems.
- Ability to analyze and conceptualize the service ramifications of user needs and information system functions/capabilities.
- Possesses and applies problem-solving skills.
- Assesses education/training needs of nurses, physicians, and ancillary staff and provides education/training to ensure competency.
- Ability to work with details and complete assignments with minimal supervision.
- Organizes, prioritizes, and completes work responsibilities within established parameters.
- Able to explain technical information in user friendly way.

Physical Effort

Physical hazards include possible CRT/computer eyestrain and prolonged periods of repetitive motion using a keyboard in a stationery position during data entry with frequent repositioning (such as turning & twisting) in order to reference text books. May be required to lift up to 50 lbs. in weight (such as computer paper or equipment). May be required to work irregular hours.

APPROVAL SIGNATURES AND DATES:

_____	_____	_____
Analyst	Incumbent	Supervisor