

 <p>STATE OF INDIANA CLASSIFICATION SPECIFICATION</p>	<b>Class Title:</b> Chief Pharmacist		<b>Class Code:</b> 001LA2
	<b>FLSA Status:</b> Exempt	<b>Salary Schedule:</b> RDS	<b>Effective Date:</b> 5/24/13
	<b>Summary:</b> Serves as Director of Pharmacy Department and is responsible for all activities in the pharmacy and the overall administration of policies, government regulations governing the pharmacy department, including supervision of other pharmacy staff.		

**Duties:**

- Direct, coordinate and control the operation of the pharmacy department;
- Maintain departmental budget by exercising inventory control and a purchasing strategy;
- Implement the Joint Commission standards, policies and procedures related to pharmacy operation;
- Manage all automated pharmacy software;
- Provides written policies and procedures for all aspects of pharmacy operation, including storage, purchasing and distribution of medications;
- Provides supervision to pharmacy staff;
- Maintain a safe and infection-free environment;
- Performs related duties as required.

**Job Requirements:**

- Possesses pharmacist license issued by the State Pharmacy Board;
- Possesses extensive knowledge of current and changing federal and state laws and the Joint Commission standards to maintain accreditation;
- Ability to write and implement new policies and procedures required by changing standards and methods of operation;
- Ability to communicate with all disciplines in a hospital orally and in writing and communicate effectively with all customers that come in contact with the pharmacy;
- Maintain the knowledge needed via continuing education to keep up with ever changing drug regimen used in a psychiatric environment;
- Demonstrates the knowledge of current trends and developments in the pharmacy industry.

**Difficulty of Work:**

Must maintain competence in contemporary pharmacology and psychopharmacology. Must provide error-free pharmaceutical medications to patient population. Must have the ability to establish priorities and direct staff.

**Responsibility:**

The incumbent provides the hospital with a state-of-art medication administration system and ensures accurate dispensing of medication in conjunction with state and federal requirements.

**Personal Work Relationships:**

Works closely with the Medical Director and medical staff to ensure accurate dispensing of patient medications; also interacts with nursing and other clinical disciplines as needed. This person will maintain effective interpersonal relationships.