



## **PHARMACIST PRESCRIPTION REVIEW PROGRAM AND OPIOID AGONIST THERAPY PROGRAM**

### **Position Profile**

The College of Physicians and Surgeons of Saskatchewan

#### **PURPOSE OF THE POSITION**

To support the College of Physicians and Surgeons of Saskatchewan's (the College) success by monitoring prescriptions and use of drug therapies within the jurisdiction of the Prescription Review Program (PRP) and Opioid Agonist Therapy Program (OATP) in Saskatchewan.

To support the College's success by representing the College on select national, provincial and local committees and initiatives and collaborating with external stakeholders and regulatory bodies for the purpose of optimizing the prescribing of monitored medications.

To support the College's success by delivering educational seminars and formal pharmacological presentations to increase knowledge regarding appropriate prescribing of medications.

#### **POSITION OVERVIEW**

The Pharmacist is responsible for effectively assisting with all aspects of the PRP and assisting with management of the OATP in the College and is a change agent and champion for optimizing the prescribing of monitored medications in Saskatchewan. The Pharmacist plays a key role in identifying opportunities for change, developing work and program standards and improving organizational culture and processes within the College.

This position requires strong pharmaceutical experience and knowledge to effectively monitor and analyze prescriptions and use of drug therapies in Saskatchewan. Strong knowledge of related legislation, federal and provincial, and pharmaceutical guidelines is critical to identify possible inappropriate prescribing by physicians or misuse by patients. Collaboration is a key component of this position as the Pharmacist will build and maintain effective working relationships with a wide range of external stakeholders including funding agencies, law enforcement, representatives from Health Canada and representatives from other regulatory bodies.

The Pharmacist provides pharmacological information to members of the College's senior leadership team and makes recommendations, as requested, regarding physician status to in-house legal counsel and Registration Services. The ability to communicate efficiently and effectively and make formal

presentations are crucial skills as the Pharmacist interacts with physicians, staff, members of the public, and representatives of other regulatory bodies such as, law enforcement, local health regions and Health Canada.

As a leader in the College, the Pharmacist is a role model who demonstrates integrity and professionalism. Strong leadership and interpersonal skills are required to effectively foster a culture of teamwork. Time management and organizational skills are required to prioritize competing demands in order to achieve the objectives of the PRP and OATP. The ability to think strategically, problem solve, exercise diplomacy and build consensus are all essential skills required of the Pharmacist position.

### **ACCOUNTABILITIES AND GENERAL DUTIES (Tasks Responsible for Performing)**

Assists with all aspects of each of the PRP and provides professional, collaborative support to the Manager, OATP.

Represents the College on select national, provincial and local committees and initiatives

Monitors the prescribing and use of drug therapies within the jurisdiction of the PRP and OATP in Saskatchewan by receiving and reviewing analytical information compiled by the Analyst and accessing drug utilization databases to identify usage trends

Reviews compiled analytical information and physician orders to identify potential inappropriate prescribing by physicians or misuse by patients and communicates concerns to physicians and/or pharmacists to provide therapeutic/management strategies for the appropriate use of medication, particularly opiates

Collaborates with and provides pharmacological information, educational seminars and general information for various stakeholders (e.g. law enforcement, government ministries, pharmacy staff, physicians, nurses, etc.) to increase knowledge regarding appropriate prescribing of medications.

Responds to drug therapy inquiries related to the monitored medications from health care professionals, patients and members of the public.

Ensures compliance with existing provincial and federal legislation, anticipates and studies new legislation and advises senior management about same.

Provides data analysis to in-house legal counsel to assist with the preparation of documentation to advance physician cases from educational intervention to regulatory licensure.

Engages in professional development activities to maintain current, relevant pharmacological knowledge and establish professional networks.

Some travel is required including occasional overnight stays as required and approved.

## **EDUCATION, EXPERIENCE, SKILLS AND ABILITIES**

University degree in Pharmacy, with Advanced degree preferred  
Licensed member, in good standing, with the Saskatchewan College of Pharmacy Professionals  
Valid Class 5 Driver's License for required travel  
Five years' of clinically-based practice  
Experience in community medicine and addiction medicine is a strong asset

Thorough knowledge of prescribed medications and opiate substitution therapies within the jurisdiction of the Prescription Review Program in Saskatchewan.  
Thorough knowledge of current guidelines for pain treatment, ADHD and opiate substitution therapies.  
Thorough knowledge of related provincial and federal legislation.  
Knowledge of "Cultural Safety" for First Nations populations.

Ability to analyze information and make strategic recommendations.  
Ability to prioritize competing demands and meet assigned deadlines.  
Ability to deal with confidential information in a professional manner.  
Ability to work independently and as part of a team.  
Ability to communicate effectively, orally and in writing, and make formal presentations.  
Ability to establish and maintain effective working relationships.  
Proficient skill with Microsoft Office, databases and document management software.

## **POSITION COMPETENCIES (Behaviours Required in Each College Position)**

*Customer Orientation* (see attached) – demonstrating concern for satisfying internal/external needs of customers; letting customers know he/she is willing to work with them to meet their needs.

*Decision Making* (Action Judgement) (see attached) – deciding how to resolve a problem – the "process of action plan"; decision making is about finding solutions to all the "cause" of the problem and determining and forming a plan of implementation to address the problem.

*Problem Solving* (Analysis) (see attached) – considering established organizational policies and procedures and utilizing mental processes such as analysis, reasoning and evaluation, to identify available choices of action and exercising judgement to select the most appropriate action.

*Leading and Developing Others* (see attached) – the degree of responsibility for other employees including conducting orientations for new staff, providing daily direction and supervision or formally managing others.

## **ORGANIZATIONAL COMPETENCIES (Behaviours Consistently Required In The Workplace)**

*Interpersonal Awareness* – interacting effectively with people both within and outside the organization including appropriate use of communication channels, choice of words, voice intonation and non-verbal language; noticing, interpreting and anticipating other's concerns and feelings and communicating this

awareness empathetically to others; listening attentively to people's concerns and making others feel comfortable by responding in ways that convey interest in what they have to say; finding non-threatening ways to approach others about sensitive issues.

*Oral Communication* – expressing oneself clearly in conversations and interactions with others; summarizing/paraphrasing your understanding of what others have said to verify understanding and prevent miscommunication; communicating in a respectful tone and manner; listening actively; recognizing cultural differences in communication; communicating issues in a timely manner

*Emotional Intelligence* – recognizing, understanding and managing your own emotions (personal competence) AND recognizing, understanding and influencing the emotions of others (social competence).

*Initiative* – identifying what needs to be done and taking action before being asked or the situation requires it.

*Teamwork* – working cooperatively and collaboratively with others to achieve collective goals; accepting and providing feedback in a constructive and considerate way; sharing information and encouraging others to do the same; considering diverse, cross-cultural perspectives and working styles; listening and responding constructively to other team members' ideas

*Values and Ethics* – contributing to workplace well-being and building a safe, healthy, respectful workplace; acting with transparency and fairness; supporting and encouraging diversity; discussing ethical concerns with your supervisor

*Professionalism* – ethical, legal and moral conduct in an employee's field that must be adhered to in order to gain and maintain the trust of others; using sound judgement to meet or exceed workplace guidelines, standards and expectations including, but not limited, to maintaining poise in difficult situations, meeting/exceeding the organization's dress code, responding to people promptly, following through on commitments in a timely manner, treating co-workers, clients and the public in a courteous, respectful manner.

## **WORKING CONDITIONS**

Work is performed in a typical office work environment which does not subject the employee to any unpleasant elements and the employee has discretion about walking, standing and sitting. The work environment involves minimal exposure to physical risks.

Please forward your resume and cover letter to the College at [amy.mcdonald@cps.sk.ca](mailto:amy.mcdonald@cps.sk.ca)

This posting will remain active until the position is filled.