

# Position Description

<b>Position Title:</b>	Clinical Pharmacist
<b>Reports to:</b>	Deputy Director
<b>Department:</b>	Pharmacy
<b>Directorate:</b>	Clinical Support Services
<b>Cost centre:</b>	N0002
<b>Code &amp; classification:</b>	Grade 2 (SX2-SX5)
<b>Employment conditions:</b>	Medical Scientists, Pharmacists and Psychologists Victorian Public Sector (Single Interest Employers) Enterprise Agreement 2021 - 2025 Enterprise agreement

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**GV Health is an equal opportunity employer and continually strives to build a diverse, equitable and inclusive workforce that reflects our community. We encourage applications from people of all backgrounds.**

Statements included in this position description are intended to reflect in general the duties and responsibilities of the position. It is not intended to be an exhaustive list of responsibilities, duties and skills required. GV Health may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).

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## POSITION SUMMARY

This is a rotational role, with duties assigned according to service and roster needs. The pharmacist may rotate between clinical ward areas, the dispensary, and GV Health's regional sites to ensure consistent delivery of pharmacy services. Rotations may include clinical pharmacy activities, operational dispensing functions, verification of medication orders, and provision of medicine information to staff and patients. The position requires strong clinical knowledge, adaptability, and effective communication skills. The successful applicant must demonstrate the ability to work both independently and collaboratively, contribute to quality and safety initiatives, and support the ongoing improvement of medication management systems across all practice areas. As a casual part-time team member, the Clinical Pharmacist will provide flexible coverage across the service, contributing to the organisation's commitment to excellence in patient care and safe medication practices.

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## RESPONSIBILITIES AND DUTIES

**The following duties are inclusive of but not limited to the following:**

### **Clinical Services**

- Provide clinical pharmacy services to designated wards and units or teams, including medication reconciliation, clinical review, therapeutic drug monitoring, and identification and resolution of medication-related problems.
- Participate in multidisciplinary team rounds and discussions to support optimal patient care and evidence-based medication management.
- Conduct patient counselling, ensuring patients and carers understand medication regimens, side effects, and safe use. Support discharge planning by ensuring medication changes are accurately communicated and documented. Operational / Dispensary Services

- Perform dispensing and supply of medications in accordance with legislative, professional, and organisational requirements.
- Verify medication orders and ensure safe, accurate, and timely provision of pharmaceutical products.
- Assist with inventory management, including ordering, stock rotation, and ensuring medication availability.
- Support the provision of clinical and operational pharmacy services within the dispensary workflow.
- Participate in on-call and weekend work as required.
- Regional Site Support
- Provide pharmacy services at designated GV Health regional sites as rostered, including clinical review, dispensing support, and consultation with local staff.
- Ensure consistent application of GV Health medication management standards across all locations.
- Communicate effectively with regional teams and escalate issues as appropriate to ensure safe service delivery.
- Quality, Safety, and Compliance
- Adhere to GV Health policies, procedures, and medication safety standards.
- Contribute to quality improvement initiatives, audits, and projects aimed at improving medication safety and clinical outcomes.
- Report and document medication incidents, near misses, and risk management activities as required.
- Maintain accurate clinical documentation in line with organisational and legislative requirements.
- Professional Development and Teaching
- Maintain and develop clinical knowledge relevant to assigned rotations and practice areas.
- Participate in ongoing professional development, training, and competency assessments.
- Support the education of pharmacy students, interns, and other staff as required.
- Collaborative and Flexible Practice
- Work flexibly across clinical, dispensary, and regional rotations as rostered.
- Respond to changing service demands and provide coverage during staff leave or peak activity periods.
- Collaborate effectively with pharmacy colleagues and broader healthcare teams to ensure continuity and quality of care.

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## KEY SELECTION CRITERIA

### Formal Qualification(s) and Required Registration(s):

- Registered pharmacist with the Australian Health Practitioner Regulation Agency (AHPRA) with at least two years' experience in clinical pharmacy service.

### Essential:

- Demonstrated clinical pharmacy knowledge and experience, including the ability to perform medication reconciliation, clinical review, and provide evidence-based therapeutic recommendations.
- Ability to work effectively across multiple practice areas, including clinical wards, dispensary operations, and regional pharmacy services, with flexibility to adapt to changing roster and service needs.
- Strong communication and interpersonal skills, with the ability to collaborate effectively within

- multidisciplinary teams and provide clear counselling to patients and carers.
- Sound understanding of medication safety principles, relevant legislation, and professional standards, with commitment to quality improvement and safe medication practices.
- Demonstrated ability to work independently and as part of a team, managing workload, prioritising tasks, and maintaining high standards of accuracy and professional conduct in a fast-paced healthcare environment.

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## **KEY PERFORMANCE INDICATORS**

**Your performance will be measured through your successful achievement of:**

- Demonstrating of GV Health CREATE values and behaviours and being a role model for living the values of Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour

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## **ALL GV HEALTH STAFF ARE REQUIRED TO**

- Demonstrate GV Health's CREATE values and behaviours and being a role model for living the values of Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
- Maintain an understanding of individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines;
- Develop and maintain collaborative relationships with all other teams and professionals;
- Promote and enable efficient teamwork and service provision both within the department and/or organisation and with other service providers;
- Contribute to a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
- Identify, report and manage risks and ensure actions are taken to prevent and minimise harm to consumers and the GV Health workforce;
- Contribute to organisational quality and safety initiatives;
- Observe and comply with child safe principles, standards and expectations of appropriate behaviour toward and in the company of children;
- Complete and maintain all mandatory training requirements as defined by GV Health and actively engage in the Performance Development Review process;
- Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public;
- Comply with requirements of the National Safety and Quality Health Service Standards and other relevant standards, regulations and legislative requirements;
- Comply with the principles of patient and family centred care;
- Not smoke or vape on GV Health premises;
- Comply with immunisation requirements as per the Victorian Department of Health Victoria;
- Comply with all applicable position pre-employment checks that are relevant to the role, which may include but is not limited to; police checks, Working with Children's Check (WWCC), National Disability Insurance Scheme (NDIS) and Aged Care screening requirements;

- In this role you may occasionally interact with distressed, anxious or upset consumers or members of the public. GV Health is committed to the physical and psychosocial safety of our staff. All staff are required to comply with all safety related training, look after the safety and well-being of themselves and each other, and actively foster a safe working environment.

**ACCEPTANCE:**

I acknowledge and accept that this Position Description represents the general outline of duties, responsibilities and accountabilities that are expected of me in my employment in the position, and may not encompass every aspect of the position. I understand that GV Health reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

I acknowledge and accept that I must complete and maintain all relevant pre-employment screening and checks for successful employment.

I acknowledge and accept that that I have read and fully understand this Position Description. I agree that I have the ability to fulfil the inherent requirements of the position, and accept my role in fulfilling the responsibilities, activities, duties and generic position requirements.

I acknowledge I will be required to undertake the duties as set out in the position description (and any other duties as requested in accordance with my skills and experience) to the best of my ability and, at all times follow lawful direction.

By accepting the contract of employment, I am agreeing to duties and obligations within the Position Description.

Directorate	Clinical Operations
<b>Reviewed by:</b>	Director of Pharmacy
<b>Issue Date:</b>	13/02/2026

## ABOUT US

Goulburn Valley (GV) Health is a Regional Public Hospital and Health Service for the Hume Region of Victoria, with main campuses located at Shepparton, Tatura, Rushworth and Euroa. The main campus in Shepparton is the major acute referral hospital for the sub region. Additional satellite sites are also located in Shepparton, Seymour, Benalla, Cobram, Echuca and Wodonga. GV Health provides a range of acute, subacute, mental health, aged, primary health and community services.

## OUR PURPOSE

To significantly improve the health and wellbeing outcomes and experiences of the people and communities in our care.

## OUR VALUES

GV Health's culture centres around our CREATE values and behaviours. Through these values and behaviours we commit to delivering ongoing quality healthcare for our community:



GV Health Vision and Values: [Values and Vision - GV Health](#)

## OUR STRATEGIC PLAN

The **Goulburn Valley Health Strategic Plan 2024-2026** provides the direction for GV Health with our five strategic pillars being:

- Health and Wellbeing Outcomes: Improve health and outcomes for the population in our region
- Community and Consumer Experience: Ensure everyone has an outstanding personalised experience
- Our Staff Experience: Our people feel connected, supported, safe and well
- Responsible Workplace: Be sustainable and efficient
- Health Equity: Embrace differences in how we design and deliver healthcare

GV Health Strategic Plan: [Strategic Plan 2024-2026 - GV Health](#)

## FOR MORE INFORMATION

**Application tips:** [Application Tips - GV Health](#)

**GV Health:** <https://www.gvhealth.org.au/about/>

**Child Safety and Wellbeing:** [Child Safety and Wellbeing - GV Health](#)

**Living in Goulburn Valley:** [Goulburn | Regional Living Victoria](#)

**GV Community Connector:** [Community Connector Program for Businesses](#)