

## Dispensing & Supply Pharmacist

### Why community pharmacy, and Community Pharmacy England?

Community pharmacies (sometimes known as local or high-street pharmacies) are a hugely important sector in England and a part of the extended NHS family. Pharmacy businesses come in various shapes and sizes, from independent family-run businesses with a single pharmacy, through to bigger companies operating nationwide. The sector offers a wide range of clinical and public health services, alongside the dispensing of medicines, and will undoubtedly continue to change in line with the changing requirements of the NHS and expectations of the public.

Community Pharmacy England represents all of the 10,000+ community pharmacies across the country. We represent community pharmacy businesses of all sizes in England and are responsible for negotiating the NHS Community Pharmacy Contractual Framework (CPCF) under which all community pharmacies operate. Our role includes negotiating funding and pharmacy services with HM Government and the NHS; championing pharmacies and providing information and guidance for pharmacy owners and teams. We work closely with everyone in the community pharmacy sector, including the Local Pharmaceutical Committees (LPCs), to meet our goals and to promote the value of community pharmacy.

### 1. Scope of role

This post offers the opportunity to be part of a small friendly supportive team who have extensive experience of the Drug Tariff and reimbursement arrangements for medicines and devices dispensed by NHS pharmacies in England.

The post holder will:

- Provide pharmacist input and support on policy areas concerning supply and reimbursement of products dispensed by community pharmacies
- Develop papers and reports for internal consideration on specific matters relating to the Drug Tariff and drug reimbursement
- Respond to monthly Drug Tariff proposals and negotiate any changes with the Department of Health and Social Care (DHSC) to ensure reimbursement prices and mechanisms are appropriate
- Collaborate with relevant teams within the NHS and DHSC
- Lead or provide support on specialist projects and become a subject matter expert on the Drug Tariff
- Monitor market developments by liaising regularly with various stakeholders in the medicines supply chain

- Monitor availability and pricing of products to inform the monthly price concession process and to influence Drug Tariff changes
- Write high quality briefings in a range of formats (including Word, PowerPoint) for a wide range of audiences
- Respond to any queries raised by pharmacy teams (usually via telephone or email) on matters relating to dispensing and supply
- Where required, provide professional expertise and support to other members of the Dispensing and Supply Team with query handling
- Represent Community Pharmacy England at external events and meetings with other stakeholders/bodies
- Undertake special projects as required by Community Pharmacy England and work closely with other areas of the organisation on joint projects
- Share any market intelligence and issues raised by pharmacy contractors with relevant policy area leads

## 2. Job specification:

**Key purpose:** Ensure the Drug Tariff is maintained accurately and is fit for purpose for community pharmacies in England

**Reports to:** The Dispensing & Supply Pharmacist will report to the Drug Tariff and Reimbursement Manager

## 3. Postholder requirements

### a. Education/Qualifications

- GPhC registered pharmacist

### b. Experience

We are keen to hear from applicants with a range of experience with the following all being advantageous:

- Minimum of 2 years post-registration experience of working in a primary care setting
- We would also be interested to hear from candidates working in other NHS primary care settings
- Good understanding of NHS dispensing processes and the role of the Drug Tariff to determine community pharmacy payment arrangements

### c. Skills and abilities

- Highly developed writing and interpersonal skills, and the ability to develop good working relationships with a range of stakeholders
- Flexible and responsive to changing work demands or objectives
- Self-motivated and works well under pressure
- Collaborative team player
- Ability to problem solve and make decisions independently
- Proven time management skills and the ability to prioritise workload effectively
- Good organisational skills
- Excellent attention to detail
- Good numeracy and analytical skills
- Enthusiasm for the health and pharmacy sector
- A good working knowledge of Microsoft Word, Excel and PowerPoint packages

## 4. Role Details

- **Job title:** Dispensing and Supply Pharmacist
- **Salary:** c.£46,000 (dependent on experience)
- **Employment type:** Permanent, full-time position
- **Hours per week:** Full-time position of 35 hours per week, Monday–Friday
- **Location:** Hybrid working (remote/central London). This role is offered under hybrid working arrangements with requirements to attend/work within the office environment, when required to do so in accordance with the Line Manager’s request.
- **Reports to:** Drug Tariff and Reimbursement Manager
- **Holiday allowance:** 25 days paid holiday plus Bank holidays

## 5. Application process

Applicants should send an up to date CV and covering letter with ‘Application for Dispensing & Supply Pharmacist’ in the subject line of the email to [shine.brownsell@cpe.org.uk](mailto:shine.brownsell@cpe.org.uk)

Please note applicants must be based and have the right to work in the UK.

Applications close on Sunday 21st April 2024. Note, the application process may close earlier if high volumes of applications are received.

Interviews and written tests will be conducted either in person or via Zoom/Teams/email.

We really appreciate your interest in this vacancy. In the event of high volume of applications we may only contact you if you are successful in getting through to the interview stage.

No recruitment agencies please.