

Position Description



Peninsula
Health

Position Title	SQ1 Intern Pharmacist
Team	Pharmacy – Clinical Services
Location	Based at Frankston Hospital but may be required to work across all sites
Award and Classification	Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Enterprise Agreement SQ1 Intern Pharmacist
Report to	Operationally Reports to the Senior Pharmacist – Education and Training and the Associate Director of Pharmacy – Clinical Services Professionally Reports to the Director of Pharmacy
Employment Status	Fixed Term – 12 months; Full Time
Leader Level	Leading Self
Number of Direct Reports	Nil

About Peninsula Health

Peninsula Health is the major metropolitan health service for Frankston and the Mornington Peninsula. Providing world-class care to our community is at the heart of what we do.

Find out more information below:

[About Us](#) [Strategic Plan](#) [Careers](#) [People Capability Framework](#)



Be the Best

We maximise our impact through learning and innovation.



Be Open and Honest

We demonstrate integrity through our actions, which are transparent and accountable.



Be a Role Model

We take initiative and inspire others.



Be Compassionate and Respectful

We care with kindness and foster dignity and inclusion.



Be Collaborative

We work as One Peninsula Health and seek out diverse knowledge and perspectives.

Our Mission

Healthy lives for everyone, through sustainable, innovative, compassionate care

Your Role

This internship position is part of Peninsula Health's Pharmacy Education program. The Pharmacy Department at Peninsula Health provides a comprehensive and contemporary intern training program at a major metropolitan health service that cares for a community of over 300,000 people in the Mornington Peninsula region.

Intern Pharmacists are required to complete a 12-month period of supervised practice and train in a progressive department. You will have the opportunity to work alongside advanced and experienced pharmacists across various areas of practice. There will be opportunities to rotate through multiple areas during the supervised practice period and contribute to optimal patient care through the provision of pharmacy services. This allows the intern an opportunity to consolidate on academic knowledge with real-life practice experience.

Further information is available at <http://www.pharmacyboard.gov.au/Registration/Internships.aspx>

Peninsula Health Intern Training

- Complete an accredited Intern Training Program in parallel to their Peninsula Health Intern Training Program.
- Attend general department orientation as well as clinical intern orientation to develop essential skills in basic clinical pharmacy processes.
- Attend Pharmacy Department and allocated team meetings when required.
- Rotate through all sites and contribute to the provision of pharmacy services in clinical, quality use of medicines, and operational (dispensaries and sterile preparation) areas.
- Ensure that an Intern Pharmacist Feedback form is completed at the end of each rotation.
- If the intern participates in the Intern Foundation Program (IFP), a requirement exists to conduct a research project (from ethics submission to poster and/or publication) with guidance by a research supervisor in accordance with local ethics and research guidelines.
- Attend and contribute to the weekly Intern Tutorial Program.
- Participate in scheduled, simulated, practice registration exams.
- Take an active responsibility in learning and development (work-based and after-hours).
- Provide valuable feedback about the Peninsula Health Intern Training Program.
- Assist with education of other staff as required (i.e. undergraduate experiential placement students, pharmacy technicians).

The Intern Pharmacist must work under the direct supervision of a supervising pharmacist (the preceptor or supervising pharmacist who holds general registration) at all times during internship. All documentation is signed off by the supervising pharmacist until the intern pharmacist has successfully achieved General Registration.

Clinical and process issues are to be escalated to the supervising pharmacist and Senior Pharmacists – Education and Training.

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About You

Qualifications and/or experience

- Completion of approved pharmacy degree as determined by the Pharmacy Board of Australia.
- Hold provisional registration with AHPRA and have both preceptor and supervised practice arrangements approved by the Pharmacy Board of Australia.
- Enrol in an Intern Training Program with an accredited provider.
- Eligible for a funded position under the Victorian state government's training and development grant program.

Capabilities

- Emotional intelligence (includes self-care and self-awareness)
- Continuous learning
- Critical thinking and problem solving
- Clear and effective communication
- Collaboration/teamwork
- Consumer service
- Courageous conversation
- Responsible for success
- Being open to change and continuous improvement
- Organisation skills

What You Will Do

Key Responsibilities

Under supervision of a registered pharmacist:

- Provision of regular activities of a clinical pharmacy service to a Directorate or specific service
- Support other members of the organisation on medication safety and effective medicines management
- Regularly participate in multidisciplinary team meetings and/or ward rounds to review the pharmaceutical care of patients and advise on effective use of medications
- Provide culturally appropriate medicine education relevant to the needs of the patients or carers with informed consent
- Review and optimise the management of patients receiving pharmacological treatments
- Consistently undertake use of clinical information from medical records and pathology results, medication interviews and clinical reviews to determine priorities for therapy and monitor and review outcomes
- Undertake answering of medicines information queries in response to patients, carers and all healthcare staff within the organisation

Peninsula care Responsibilities

- Be responsible for providing safe, personal, effective, and connected Peninsula Care in all situations
- Ensure compliance with quality and safety standards that underpin the Peninsula Care Framework by adhering to outlined responsibilities and accountabilities.

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- Partner with patients, consumers, and/or carers at all levels of healthcare provision, planning, and evaluation to ensure an excellent standard of service.

Leadership Responsibilities

- Act in accordance with Peninsula Health values and code of conduct.
- Take reasonable care of their own health and safety, and that of anyone else who may be affected by their work practices, actions or omissions as outlined under the Occupational Health and Safety Act 2004 (Vic)
- Communicate openly with colleagues and leaders on safety, wellbeing, and performance.

Organisational Responsibilities

- Comply with all relevant Peninsula Health Policies and Procedures, ensuring all activities are aligned with organisational standards and complete all mandatory training
- Display Peninsula Health values in all interactions with patients, consumers, clients, volunteers, and colleagues, contributing to a supportive and inclusive work culture.
- Actively participate in professional development, work within your clinical scope, and undertake additional tasks as requested, fostering a culture of learning and teamwork.

Workplace Safety Responsibilities

- Ensure compliance with quality and safety standards that underpin the Peninsula Care Framework by adhering to outlined responsibilities and accountabilities.
- Participate and co-operate in consultative processes to improve health and safety, including ensuring that relevant data is collected, analysed, and used to improve outcome.
- Identify and manage safety hazards, clinical risk, and ensure actions are taken to prevent and minimise harm to yourself and those around you, including to consumers and colleagues.
- Understand and adhere to emergency procedures, risk management strategies, safe working/operating procedures, clinical practice guidelines, organisational standards and education and training requirements and initiatives
- Observe safe working practices and as far as you are able, protect your own and others' health and safety, and contribute to a safe and positive workplace culture.
- Assist with emergency-related functions if the Peninsula Health Emergency Management Plan is enacted. This may include providing emergency response, relief, and recovery services to the community, as mandated by the Emergency Management Act 1986

Note: Responsibilities and duties included in this Position Description are subject to the Multiskilling provisions of the relevant Enterprise Agreement, allowing for flexible application of skills as needed across different functions.

Peninsula Health acknowledges the Traditional Custodians of the lands where its Health Services are located. We acknowledge the Bunurong/Boon Wurrung people of the Kulin Nation. We pay our respects to Elders past present and emerging.

As an Equal Employment Opportunity Employer, we promote a diverse and inclusive workplace where everyone is valued. We encourage applications from Aboriginal and Torres Strait Islander peoples, culturally diverse backgrounds, the LGBTQIA+ community, and people with disabilities.

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the above position. I understand that Peninsula Health reserves the right to modify position descriptions as required, however I will be consulted of any changes.

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Employee Name: _____

Employee Signature: _____ Date: _____

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