

VACANCY: Pharmacy Manager

Position: Permanent, Full-Time. *This is an on-site position.*

Hours: 37.5 hours per week,

Compensation: \$79,000 to \$86,000. Relocation assistance is available as well a comprehensive benefits package and the possibility for interim housing.

Summary:

The Red Lake Margaret Cochenour Memorial Hospital is an 18 bed facility located in beautiful, rural Northwestern Ontario. Our catchment area includes the Municipalities of Red Lake and Ear Falls and Wabauskang First Nation. Our Hospital offers 24 hour emergency care, acute & chronic care, oncology, diagnostic services, rehabilitation, and a variety of day clinics. The community of Red Lake is home to approximately 5000 residents. The primary industries include mining, tourism, and forestry. Red Lake is accessible by road or by air. The town is approximately a 3 hour drive from Kenora and a five hour drive from Winnipeg (six hours from Thunder Bay).

Under the supervision of the Chief Nursing Officer or delegate, the Pharmacy Manager plans, organizes, directs and supervises the distribution of medications, vaccines, and controlled substances products from the Pharmacy Department. The Manager operates in accordance with the Public Hospitals Act, Narcotics Control Act, Accreditation Standards, Standards of the College of Pharmacists of Ontario and other applicable provincial and legislative legislation

The Pharmacy Manager has direct oversight over the Pharmacy Assistant and is supported in patient care and pharmacy services by a Regional Pharmacist.

QUALIFICATIONS AND EXPERIENCE:

1. Registered Pharmacy Technician with the College of Pharmacists of Ontario.
2. Meditech and Mosaiq computer skills
3. Successful completion of the QUESS program and recognized as a super user for QUESS training and maintenance.
4. Formal training in Chemotherapy preparation and aseptic technique.
5. Ability to assume responsibility and demonstrate initiative in improving and maintaining the overall functioning of the Pharmacy Services Department.
6. Administration or Leadership experience would be an asset.
7. Demonstrated ability in problem solving, decision making and group processes.

JOB DUTIES AND RESPONSIBILITIES:

- Ensures adequate levels of hospital medication inventory through purchasing and ordering programs.

- Monitors and audits controlled substances throughout the hospital and collaborates with the nurse manager/ CNE regarding quality improvement in the nursing department.
- Actively participates in patient safety initiatives and quality improvement program
- Ensures adequate drugs and pharmacy supplies are available for use throughout the facility in a cost-effective manner.
- Provides new staff with appropriate orientation and training. Ensure delegation is complete with the Regional Pharmacist prior to dispensing medication to the nursing department.
- Coordinates the Centralized Mixing program including organizing and liaising with transport, mixing site, pharmacist, oncology nurse and patient.
- Oversees and participates in the development of a hospital Pharmacy Formulary; evaluates results and suggests removal/addition of medications with regards to usage and cost.
- Participates in the development and review of department policies and procedures in accordance with pharmacy standards.
- Maintains and updates computer ordering system database to according to available prices from various contracts
- Order vaccines and coordinate with the local health unit on the vaccine program. Maintains quality control through a cold chain integrity system.

Deadline to apply: August 15, 2024

Please submit CV and cover letter to Sumeet Kumar (CEO) and Simranpreet Kaur (HR Manager) at jobs@redlakehospital.ca