

Position Description | Te whakaturanga ō mahi Health New Zealand | Te Whatu Ora

Title	Clinical Pharmacist		
Reports to	Pharmacy Manager (District Wide)		
Location	Nelson Marlborough		
Department	Pharmacy		
Direct Reports	Nil	Total FTE	Nil
Budget Size	Opex	Nil	Capex
Delegated Authority	HR	Nil	Finance
Date	May 2026		
Salary band (indicative)*	Step 2-8 Pharmacist Salary Scale as per Te Whatu Ora and APEX Pharmacy Workers' Collective Agreement.		
	Allied Health Collective agreement PSA		

The Health System in Aotearoa is entering a period of transformation as we implement the Pae Ora/Healthy Futures vision of a reformed system where people live longer in good health, have improved quality of life, and there is equity between all groups.

We want to build a healthcare system that works collectively and cohesively around a shared set of values and a culture that enables everyone to bring their best to work and feel proud when they go home to their whānau, friends and community. The reforms are expected to achieve five system shifts. These are:

1. The health system will reinforce Te Tiriti principles and obligations.
2. All people will be able to access a comprehensive range of support in their local communities to help them stay well.
3. Everyone will have equal access to high quality emergency and specialist care when they need it.
4. Digital services will provide more people the care they need in their homes and communities.
5. Health and care workers will be valued and well-trained for the future health system.

Te Mauri o Rongo – The New Zealand Health Charter

The foundation for how we ensure our people are empowered, safe and supported while working to deliver a successful healthcare system, is Te Mauri o Rongo – the New Zealand Health Charter. It guides all of us as we work towards a healthcare system that is more responsive to the needs of, and accessible to all people in Aotearoa New Zealand.

It applies to everyone in our organisation and sits alongside our code of conduct as our guiding document.

Te Mauri o Rongo consists of four pou (pillars) within it, including:

Wairuatanga – working with heart, the strong sense of purpose and commitment to service that health workers bring to their mahi.

Rangatiratanga – as organisations we support our people to lead. We will know our people; we will grow those around us and be accountable with them in contributing to Pae Ora for all.

Whanaungatanga – we are a team, and together a team of teams. Regardless of our role, we work together for a common purpose. We look out for each other and keep each other safe.

Te Korowai Āhuru – a cloak which seeks to provide safety and comfort to the workforce.

These values underpin how we relate to each other as we serve our whānau and communities.

Together we will do this by:

- caring for the people
- recognising, supporting and valuing our people and the work we all do
- working together to design and deliver services, and
- defining the competencies and behaviours we expect from everyone.

About the role

The primary purpose of the role is to provide a patient focused Pharmacy service within best practice guidelines to optimise a medication safety and improve patient outcomes.

Key Result Area	Expected Outcomes / Performance Indicators
Ward/Patient	<ul style="list-style-type: none"> • Ensure input at the clinical level is provided on the drug therapy of patients. • Provide evidence-based recommendations on prescribing • Carry out Medicine Reconciliation and a comprehensive review of patients' medications, examining for drug interactions/dose checking/therapeutic drug monitoring/and other intervention criteria as required. • Carry out and document Prospective/Concurrent and Retrospective Clinical Interventions and Drug Safety Records at ward and pharmacy level. • Provide patient medication counselling/education (pre-admission, during stay and/or at discharge). • Assist best patient outcomes and optimal medication utilisation. • Dispensing and checking of medications. • Timely and appropriate supply of medications for patient requirements (at ward and patient level). • Collect, document and report clinical activity data. • Ensure standards for hospital pharmacy practice, controlled drug checks, Prescribing and Administration Policies are implemented and adhered to at ward level. • Minimise incidents involving medications on wards and medication related re-admissions.

	<ul style="list-style-type: none"> • Report clinical incidents via the Safety 1st system at ward and pharmacy level.
Clinical Advisory Role	<ul style="list-style-type: none"> • Provide in-service training to other Health Professionals and specific patient groups. • Provide supervision to technicians/assistants/students as required. Assist with trainee needs on request. • Participate in multidisciplinary team meetings where appropriate and ensure that prompt and appropriate advice is available on request. • Provide accurate, appropriate, evidence based and timely medicine information on request from clinicians, patients and nursing staff. • Recognised guidelines are followed when answering medicine information requests and answers recorded. • Carry out prospective, concurrent and retrospective drug utilisation reviews ensuring feedback to prescribers on prescribing trends and evidence-based recommendations as requested. • Review and develop Hospital protocols & policies in line with best practice as required.
Compounding	<ul style="list-style-type: none"> • Participation in compounding. • Extemporaneous products are prepared in accordance with the Pharmacy Services Standard.
Stock Levels	<ul style="list-style-type: none"> • Involvement in imprest supply of medications to selected wards and outside hospitals. • Ensure that ongoing imprest reviews are carried out in liaison with Nursing Staff and relating to ward requirements. • Ordering and receipting as required. • Participation in pharmacy stock takes. • Appropriate stock levels maintained, expired and returned stock processed and stock issues documented so a clear and accurate audit trail is provided.
Internal & External Networks	<ul style="list-style-type: none"> • Facilitate liaison with all staff involved in the care of patients and to communicate changes to medication regimens. • Participate in Medicine Committees, Pharmacy Department Staff meetings, Hospital Committees as required. • Develop a high profile for Pharmacy amongst prescribers and patients.
Professional & Organisational Development	<ul style="list-style-type: none"> • Contribute and adhere to the objectives set in the Pharmacy Service Policies, Procedures and Quality Plan. • Demonstrated participation in medical reviews and quality improvement activities. • All quality assurance and legislative requirements are adhered to. • Identify and pursue opportunities for developing new knowledge and skills. • Keep up to date with current best practice by reading journals, attending meetings and conferences. • Participates in recertification program to maintain professional registration according to the Health Practitioners Competency Act. Participation in regular performance review process

	<p>including review of performance goals and identification of areas for professional development.</p> <ul style="list-style-type: none"> • Actively reviews career development plan.
Quality Improvement	<ul style="list-style-type: none"> • A quality, patient-focused service is provided at all times, which follows best practice. • Participation in quality improvement processes in your area of work.
Te Tiriti o Waitangi	<ul style="list-style-type: none"> • Remains focused on the pursuit of Māori health gain as well as achieving equitable health outcomes for Māori. • Supports tangata whenua- and mana whenua-led change to deliver mana motuhake and Māori self-determination in the design, delivery and monitoring of health care. • Actively supports kaimahi Māori by improving attraction, recruitment, retention, development, and leadership.
Equity	<ul style="list-style-type: none"> • Commits to helping all people achieve equitable health outcomes. • Shows a willingness to personally take a stand for equity. • Supports Māori-led and Pacific-led responses.
Innovation & Improvement	<ul style="list-style-type: none"> • Is open to new ideas and create a culture where individuals at all levels bring their ideas on how to 'do it better' to the table. • Models an agile approach – tries new approaches, learns quickly, adapts fast. • Develops and maintains appropriate external networks to support current knowledge of leading practices.
Collaboration and Relationship Management	<ul style="list-style-type: none"> • Models good team player behaviour, working with colleagues to not allow silo thinking and behaviour at decision making level to get in the way of doing our best and collegially supports others to do the same. • Works with peers in Hauora Māori Service and Pacific Health Business Unit to ensure the voice of and direct aspirations of Māori and Pacific People are reflected in planning and delivery of services.
Health & safety	<ul style="list-style-type: none"> • Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives. • Takes all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes. • Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.
Compliance and Risk	<ul style="list-style-type: none"> • Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place. • Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit. • Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware.
General	<ul style="list-style-type: none"> • Other duties as negotiated with your Manager.

Matters which must be referred to the Pharmacist Co-ordinator

- Significant issues affecting individual performance
- Significant issues affecting service performance
- Significant systemic patient safety issues
- Occupational Health and Safety

Relationships

External	Internal
<ul style="list-style-type: none"> • Pharmaceutical Society of New Zealand (PSNZ) • Pharmacy Council of New Zealand (PCNZ) • Community Pharmacists • General practitioners • New Zealand Hospital Pharmacy Association (NZHPA) • Pharmaceutical Reps 	<ul style="list-style-type: none"> • Pharmacy Staff • Medical Staff • Nursing Staff • Allied Health • Patients • Hospital Medicines Committee • Quality groups

About you – to succeed in this role

You will have

Essential:

- Registered as a Pharmacist with the Pharmacy Council of New Zealand and holds a current annual practicing certificate (APC).
- Membership of professional association.
- Excellent interpersonal skills.
- Excellent communication skills, both verbal and written.
- Organisational skills.
- Problem solving ability.
- Ability to carry out assigned tasks efficiently and effectively with a minimum of supervision.
- Accuracy in measurement and record keeping.
- The ability to work within a team
- A willingness to participate in the on-call roster
- Tactful and sensitive in dealing with people and able to maintain confidentiality.
- A commitment to biculturalism.
- A commitment to achieving equitable outcomes for Māori.
- An understanding of healthcare in New Zealand.
- Evidence of relevant on-going learning and continued professional and personal skill development.

Desired:

- Experience in implementing Te Tiriti o Waitangi in action.
- Previous hospital pharmacy experience
- Post Graduate qualification in Clinical Pharmacy
- Medicine reconciliation experience, including electronically
- Broad base clinical knowledge

- Ability to interact effectively with clinicians, house surgeons, nursing staff, and patients, and promote a positive image.
- A total commitment to the philosophy of quality, patient orientated care.
- Intermediate knowledge of Microsoft Office applications i.e.: Word, Excel, PowerPoint and Outlook.
- Keeps up to date with available information technology relevant to position.
- Understands and complies with Health NZ Information Technology policies.
- A sense of humour.

You will be able to Essential:

- Demonstrate an understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in your role.
- With the support of Health NZ, proactively take care of your own health and safety, to ensure a safe and supportive work environment.
- Maximise the quality and contributions of individuals and teams to achieve the organisation's vision, purpose and goals.
- Establish and maintain positive working relationships with people at all levels within the public and private sectors, related industry and community interest groups and the wider national and international communities.
- Demonstrate a strong drive to deliver and take personal responsibility.
- Demonstrate self-awareness of your impact on people and invests in your own leadership practice to continuously grow and improve.
- Demonstrate the highest standards of personal, professional and institutional behaviour through commitment, loyalty and integrity.

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

**The reference to salary band in this position description is for internal benchmarking and role sizing purposes only. The salary band designation does not form a term or condition of employment and may be changed by the employer at any time. In accepting a Health NZ employment agreement you acknowledge and accept this. Changes to the salary band will not affect an employee's current salary or remuneration.*