

## **Alberta Health Services (AHS) and the Health Sciences Association of Alberta (HSAA)**

This classification specification identifies representative duties and responsibilities, and is intended to assist in the determination of the appropriate classification level within each discipline. Some duties and responsibilities may overlap between class levels. The classification specification is not intended to provide an exhaustive list of all duties performed.

Classification Title: **Pharmacy Technician II**

### **Job Summary:**

The Pharmacy Technician II is responsible for fostering practice development and contributing to the advancement of technical practice for Pharmacy Technicians in the preparation, checking, distribution and procurement of pharmaceuticals.

Work at the Pharmacy Technician II level is differentiated from the Pharmacy Technician, by the higher level of technical knowledge and experience required and responsibility for developing, planning, implementing, evaluating and managing projects and programs to assist in standardizing, optimizing and advancing pharmacy technical practice.

### **Key Responsibilities and Typical Duties:**

In addition to the duties of the Pharmacy Technician, the Pharmacy Technician II:

#### **Core Duties**

- Consults on provincial initiatives supporting the development of standards and advancement of pharmacy technical practice.
- Leads the development of programs to assess and develop the proficiency of Pharmacy Technicians.
- Identifies solutions and provides direction for solving problems related to pharmacy technical practice and operational processes.
- Participates in the development and implementation of strategic plans, identifies opportunities for change.
- Plans and executes project work to meet changing needs of pharmacy technical practice.

#### **Other Related Duties**

- Develops and implements best practice standards and guidelines for Pharmacy Technicians.
- Leads pharmacy technical practice and regulatory changes and communicates changes to staff.
- Develops and implements continuing education programs and standardized training materials.
- Provides recommendations to leadership outlining solutions to complex problems and issues such as unexpected drug shortages, high risk practices and new or evolving practices.
- Represents their discipline or program on regional committees.

### **Leadership**

- Identifies education and development opportunities and establishes processes for ongoing assessment of staff knowledge and skill.
- Coordinates all Pharmacy Technician student placements at sites across the province; works with post-secondary institutions, external stakeholders, and leadership to develop strategies to meet student learning and practicum needs.
- Acts as a mentor for Pharmacy Technicians.

### **Decision-Making**

- Creates policies and procedures relevant to pharmacy technical practice.
- Resolves complex issues and problems or refers concern to appropriate level of management.

### **Knowledge:**

#### **Education**

- Graduation from an accredited Pharmacy Technician Program.

#### **Registration Requirements**

- Registered as a Pharmacy Technician with the Alberta College of Pharmacy (ACP).

### **Working Conditions:**

#### **Physical Demands**

- May be required to perform various repetitive tasks and physical activities (e.g. some light to medium lifting and pushing).
- May be required to stand or sit for long periods, including while working at a computer terminal, delivering training or when preparing sterile products in laminar flow hood.

#### **Work Environment**

- May be required to work under controlled conditions with potential exposure to various chemotherapeutic and biological agents.
- Travel may be required.