

Job Description	
<b>Title</b>	<b>Pharmacist</b>
Reports to	Manager, Primary Care
Location	Weller Clinic
Position Type	Full-Time Permanent (35 hours/week)
Vacancy Status	Existing Vacancy
Salary	\$81,772.60- \$96,205.20, annually (\$44.93 - \$52.86/hr)

### Position Summary

The Pharmacist is an integral member of KCHCs interdisciplinary primary healthcare teams providing comprehensive, client-centered pharmaceutical care. Reporting to the Primary Care Manager, this position focuses on supporting both clients and healthcare providers through medication management, therapeutic drug monitoring, and improved accessibility support.

The key responsibilities include conducting thorough medication reviews, performing medication reconciliation post- hospital discharge, and optimizing medication affordability by helping clients navigate public and private assistance programs. The Pharmacist also provides therapeutic drug monitoring and counseling for complex regimens, including anticoagulants, psychotropics, and chronic disease medications.

Key Responsibilities	Detailed Responsibilities
Client Care & Service	<ul style="list-style-type: none"> <li>• Provide comprehensive medication counseling, including initiation, titration, tapering, discontinuation, and therapeutic switching. Optimize dosing schedules to minimize interactions and enhance absorption, while addressing allergies or intolerances. Special emphasis on supporting the management of chronic conditions such as COPD and asthma, including instruction on proper inhaler technique.</li> <li>• Sets up adherence packaging to assist patients in maintaining consistent medication regimens.</li> <li>• Assist in the development of system-based efficiencies to improve the client experience and reduce unnecessary visits to hospital.</li> <li>• Ensures medication safety, efficacy, and adherence by reviewing drug interactions, managing side effects, and coordinating adherence packaging.</li> <li>• Addresses pharmacy-related inquiries, offering evidence-based drug information, and assisting with medication dispensation for specific therapies.</li> <li>• Consults with other team members when needed to ensure safe care.</li> <li>• Conducts thorough chart reviews, risk-benefit analysis, and guideline reviews to ensure proper medication therapy management.</li> </ul>

	<ul style="list-style-type: none"> <li>• Reviews and verifies medication lists after hospital discharges, addressing inactive medications, and ensuring consistency with pharmacy records.</li> <li>• Assist clients with access to medications by applying for coverage through various programs, including Trillium, Exceptional Access, drug compassionate programs, private insurances, and the Seniors Co-Payment Program.</li> <li>• Oversee the monitoring of critical medications, such as Warfarin (with point-of-care INR testing and home visits), Vitamin D, Denosumab, Lithium, and Valproic Acid.</li> </ul>
Administration	<ul style="list-style-type: none"> <li>• Follow respective College of Ontario Guidelines for documentation of care and interventions.</li> <li>• Documents of all individual encounters in PS Suites (EMR).</li> <li>• Participate in chart reviews and case conferences.</li> <li>• Participate in team meetings, quality improvement initiatives and other administrative activities which support the overall functioning of the team.</li> <li>• Develop and implement systems to ensure adequate follow up of vulnerable clients.</li> <li>• Maintain other records and data as required</li> </ul>

**Organizational Responsibilities**

- Complies with all relevant legislation and KCHC policies, including privacy laws
- Commits to acquiring an understanding of the importance of a harm reduction approach to care, trauma responsiveness and the impact of Adverse Childhood Experiences (ACEs)
- Commits to demonstrating an ongoing commitment to Equity, Diversity, Inclusion, Indigenization and Accessibility (EDIIA) by representing the diverse nature of our communities, promoting and practicing inclusion
- Supports consistent application and development of KCHC policies and procedures
- Supports KCHC’s student and volunteer placement programs
- Promotes awareness of and participation in KCHC activities
- Demonstrated commitment to continuous learning and contributes to quality improvement initiatives
- On occasion, perform other temporary duties as required

**Basic Education and Experience Requirements**

- Bachelor of Science degree in pharmacy from a recognized university or equivalent and licensure with the Ontario College of Pharmacists.
- Three to five years relevant clinical pharmacy experience, preferably in a community setting. This includes demonstrated experience in the area of chronic disease management, application of evidence-based unbiased drug information.
- Awareness of, and ability to support, provincial and federal privacy regulations.

**Knowledge, Skills and Abilities**

- Additional certification such as Certified Diabetes Educator (CDE) or Certified Geriatric Pharmacist (CGP), an asset.
- Strong interpersonal skills with demonstrated commitment to teamwork and collaboration
- Demonstrated computer literacy and ability to use electronic medical records.
- Demonstrated ability to attend work on a regular basis and meet the physical demands of the position.



- Ability to provide welcoming, inclusive, non-judgmental service; sensitive to cultural and social barriers that clientele may be facing
- Knowledge of privacy legislation as it relates to healthcare and private documents
- Demonstrated ability to work in a multi-disciplinary setting
- Strong interpersonal (oral and written)
- Excellent organizational skills, above average attention to detail, and ability to multi-task in a fast-paced environment

### Competencies

**Organizational Competencies:** Accountability, Client Focus, Collaboration, Continuous Learning

**Position Competencies:** Attention to detail, Communications, Conflict Resolution, Initiative, Knowledge/Professional/Technical Expertise, Problem Solving, Teamwork, Time Management, effectively works independently

### Other Requirements

- Available for evening shifts, up to one evening a week
- Current and satisfactory Criminal and Vulnerable Persons Check
- Up to date Immunization Record
- French language is an asset

### Application Instructions

- Please include a cover letter clearly outlining how your skills and experiences correspond with the specific job qualifications along with your resume.
- Save all documents as a single PDF file using your own name (Last, First).
- Email to [hr@kchc.ca](mailto:hr@kchc.ca) citing reference 2025-26-KCHC in the subject line.
- Applications must be submitted to Human Resources by Thursday June 19, 2025, 11:59pm.

**As a registered professional, to abide by and be accountable to the ethics and standards set out by the relevant regulatory body of the profession.**

**All KCHC staff have a duty to understand and follow KCHC policies, uphold high ethical and professional standards, and maintain confidentiality and privacy, using tact and good judgment in all dealings with other staff and clients.**

**KCHC is an equal opportunity employer, respecting and embracing the needs and diversity of our employees. If you require an accommodation to fully participate in the hiring process, please notify Human Resources.**

**KCHC is a proud Living Wage employer!**

**Kingston Community Health Centres, 263 Weller Ave. Kingston ON, K7K 2V4**

**[www.KCHC.ca](http://www.KCHC.ca)**