State of Minnesota Class Code: 003990   Bargaining Unit(s): 216
Classification Specification   Career Family: Medical/Dental/Nursing

PHARMACIST SUPERVISOR

I. KIND AND LEVEL OF WORK

Supervisory pharmaceutical work. An employee in this class is responsible for ensuring that pharmacy services meet the pharmaceutical needs of patients/clients and comply with all federal and state requirements as well as facility policies and procedures. This classification may also oversee legislatively mandated prescription-related programs. An employee in this class provides pharmaceutical expertise in educating health care professionals and making recommendations for policy development, legislation and rules related to controlled substances and substance abuse. It also supervises both licensed and unlicensed pharmacy staff.

II. DISTINGUISING CHARACTERISTICS

This classification differs from the Pharmacist Senior in that the Pharmacist Senior has a wider breadth of knowledge as it is involved in related activities such as determining pricing and managing vendors, and it makes decisions impacting other functional areas including health care policy, clinical research, and finance. In contrast, the Pharmacist Supervisor is focused on supervising a specific pharmacy-related program or pharmacy operations for a specific location. Additionally, while the Pharmacist Supervisor must identify issues and apply judgment in selecting a solution, the Pharmacist Senior must demonstrate adaptive thinking in analyzing and interpreting information from outside sources to develop recommendations for new pharmaceuticals. This adaptive thinking is done within the constraints of relevant laws and statutes, and what is known to be safe in terms of pharmaceuticals.

The Pharmacist Supervisor classification differs from the Pharmacist Manager in that it is not responsible for strategic planning, management of contracts, or management of fiscal operations; it is more focused on day-to-day oversight of pharmacy staff.

III. EXAMPLES OF WORK/DUTIES
(A position may not include all the work examples given, nor does the list include all that may be assigned.)

Supervise the provision of pharmacy services including monitoring budget, recommending revisions to policies and/or procedures, and assuring that databases/tracking programs are properly maintained.

Supervise pharmacy staff, providing guidance on complicated pharmacy-related issues.

Ensure accurate dispensing of medications by verifying orders and reviewing profiles for allergies, drug incompatibilities, etc. Be a resource for medication information.

Oversee the purchasing of medications.

Consult with medical staff to optimize pharmaceutical treatment for patients. Provide pharmacy-related education to staff and patients. Review adverse drug reactions.

Develop, implement, enhance, and maintain legislatively mandated prescription-related programs and associated systems.

Serve as primary liaison between pharmacies, other drug dispensers, and prescription-related programs.

Establish and oversee a system for detecting potential provider shopping/abuse and notifying prescribers and pharmacies.

Develop and oversee a process to actively monitor the reporting performance of pharmacies and other drug dispensers. Coordinate the investigation and resolution of data reporting errors and noncompliance with prescription-related programs.

Research and draft proposed legislation, rules, and policy related to controlled substances.

IV. KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

Modern pharmacology.

Principles and practices of hospital pharmacy operations.

The effects of drugs and the generic equivalents to name brand drugs.

State and federal pharmacy regulations and requirements.

Programs and systems used in pharmacy operations and data reporting.

Ability to:

Use data to drive clinical, program, and policy decisions.

Effectively communicate highly technical information to a variety of individuals.

LICENSURE/CERTIFICATION/STATUTORY REFERENCES

Possession of a current license to practice pharmacy in the State of Minnesota.

SPECIAL WORK CONDITIONS

N/A

REFERENCES

Former title(s):

REVISION HISTORY

Established 08/2024

Revised