

LOWER UMPQUA HOSPITAL JOB POSTING

Position	Certified Pharmacy Technician, Retail
Department	Pharmacy
Status	Full-time
Post Date	June 10, 2019
Date Available	September 1, 2019
Close Date	Until filled

Under the direction of a pharmacist, the certified pharmacy technician performs pharmacy-related functions, in compliance with department policies and procedures that provide optimal pharmaceutical care.

ESSENTIAL DUTIES:

- Rotate through all work areas of the pharmacy;
- Transport medications, drug-delivery devices, and other pharmacy equipment from the pharmacy to nursing units and clinics;
- Pick up copies of physician orders, automated medication administration records, and unused medications from the nursing units and return them to the pharmacy;
- Fill patient medication cassettes;
- Prepare medications and supplies for dispensing, including:
- Prepacking bulk medications;
- Compounding ointments, creams, oral solutions, and other medications;
- Compounding total parenteral nutrition solutions;
- Compounding large-volume intravenous mixtures;
- Packaging and preparing drugs being used in clinical investigations;
- Preparing prescriptions for outpatients;
- Checking continuous unit dose medications;
- Control and audit narcotics/stock substance;
- Assist pharmacists in entering medication orders into the computer system;
- Prepare inventories, order drugs and supplies from the storeroom, receive drugs and stock shelves in various pharmacy locations;
- Screen telephone calls;
- Perform monthly nursing unit inspections, maintain workload records, and collect quality-assurance data;
- Assist in training new employees;
- Assist other pharmacy technicians;
- Coordinate insurance billing including third party prescriptions;
- Unit dose delivery to automated dispensing technology;
- Triage telephone/window inquiries;

QUALIFICATIONS:

- National certification required.
- Valid Certified Oregon Pharmacy Technician license required

KNOWLEDGE AND SKILLS:

- Ability to work as a team member;
- Good communication skills;
- Knowledge of basic pharmacy practices and procedures;
- Knowledge of medications and medical supplies;
- Strong mathematical computation skills;
- Knowledge of record-keeping techniques;
- Attention to detail;
- Basic understanding of computer technology;

WORKING CONDITIONS:

- Must be able to work well in a hospital and pharmacy environment.

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