

**Pharmacy Job Family**

<b>Job Title</b>	<b>Consultant Pharmacist II</b>	<b>Consultant Pharmacist IV</b>	<b>Consultant Pharm. Team Lead</b>
<b>Job Code</b>	<b>MB2093</b>	<b>MB2094</b>	<b>MB2036</b>
<b>Pay Grade</b>	<b>P2</b>	<b>P3</b>	<b>P3</b>
<b>Position Summary</b>	Under the general direction of the Associate Director or designee, the Consultant Pharmacist II functions as a team member of the drug utilization review programs within Clinical Pharmacy Services (CPS). CPS is responsible for administering client-specific programs to provide clinical expertise in regards to prior authorization for member prescriptions and client member's drug therapy. This position handles live calls from physicians and pharmacists to review appropriate drug therapy and determine approval or denial of these real time prescriptions with increasing independence.	Under the general direction of the Associate Director or designee, the Consultant Pharmacist IV functions as a team member of the drug utilization review and medication management therapy programs within Clinical Pharmacy Services (CPS). CPS is responsible for administering client-specific programs to provide clinical expertise in regards to prior authorization for member prescriptions and client member's drug therapy. This position will participate in prospective and retrospective DUR activities including, but not limited to: handling live calls from physicians and pharmacists, reviewing appropriate drug therapy, coordinating and managing the request for prior authorization process, and participating in the development of clinical drug use criteria. This position will also be responsible for the orientation, training and indirect supervision of the Consultant Pharmacists and Pharmacy Associates.	Under the general direction of the Associate Director or designee, the Consultant Pharmacist Team Lead functions as a team leader/member of the drug utilization review and medication management therapy programs within Clinical Pharmacy Services (CPS). CPS is responsible for administering client-specific programs to provide clinical expertise in regards to prior authorization for member prescriptions and client member's drug therapy. This position will participate in, and may oversee, prospective and retrospective DUR activities including, but not limited to: handling live calls from physicians and pharmacists, reviewing appropriate drug therapy, coordinating and managing the request for prior authorization process, participating in the development of clinical drug use criteria, and the coordination of activities of the clinical workgroups of program advisory boards. This position will also be responsible for the orientation, training and direct or indirect supervision of the Consultant Pharmacists and Pharmacy Associates.
<b>Essential Functions /Scope</b>	<ul style="list-style-type: none"> <li>* Participates in orientation and training of Consultant Pharmacist I staff</li> <li>* Decides in real time via telephone communications with pharmacies the authorization or denial of prior approval requests for prescription medications.</li> <li>* Provides pharmaceutical expertise and knowledge to advisory board's clinical workgroups.</li> <li>* Monitors over-utilization and under-utilization of prescribed medicines for members.</li> <li>* Assists in monitoring and researching profiles for compliance on a daily basis.</li> <li>* Refers suspected abuse and fraudulent members to program manager or designee for case review.</li> <li>* Participates in site visits to client offices, as necessary.</li> <li>* Participates in quality improvement and quality assurance initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>* Provides orientation, training, guidance and direction, to Consultant Pharmacists and Pharmacy Associates.</li> <li>* Coordinates the request for prior authorization (RPA) process including the data entry and the generation of reports that stem from this process, as well as ensure compliance with the federal twenty-four hour time limit.</li> <li>* Participates in program planning and development.</li> <li>* Participates in the development of clinical drug use criteria for the prospective and retrospective review components of the DUR Program.</li> <li>* Researches member's case and may represent the client during appeal processes regarding prescription medications.</li> <li>* Performs medication therapy management comprehensive and targeted medication reviews of medical and medication profiles.</li> <li>* Reviews member's medical and medication profiles and interacts with health care providers and client members to review appropriate drug therapy.</li> <li>* Provide real-time drug therapy recommendations to prescribers.</li> <li>* Reviews clinical documentation submitted by treating physicians and pharmacists to determine medical necessity and program compliance.</li> <li>* Decides in real time via telephone communications with pharmacies the authorization or denial of prior approval requests for prescription medications.</li> <li>* Provides pharmaceutical expertise and knowledge to the advisory board's clinical workgroups.</li> <li>* Monitors over-utilization and under-utilization of prescribed medicines for members.</li> <li>* Assists in monitoring and researching profiles for compliance on a daily basis.</li> <li>* Refers suspected abuse and fraudulent members to the program manager or designee for case review.</li> <li>* Participates in site visits to Provider offices, as necessary.</li> <li>* Participates in agency meetings as requested.</li> <li>* Leads and participates in quality improvement and quality assurance initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>* Provides orientation, training, guidance and direction, to Consultant Pharmacists and Pharmacy Associates.</li> <li>* Prepares and or coordinates client scheduled and ad hoc reports.</li> <li>* Directs the activities of the advisory board clinical workgroups: chairs meetings, recruits participants, gathers information, writes reports, gathers and analyzes data and presents materials.</li> <li>* Represents the program at client meetings.</li> <li>* Represents the program at conferences, public forums, and informational meetings.</li> <li>* Coordinates the request for prior authorization (RPA) process including the data entry and the generation of reports that stem from this process, as well as ensuring compliance with the federal twenty-four hour time limit.</li> <li>* Participates in and or coordinates the development of clinical drug use criteria for the prospective and retrospective review components of the DUR Program.</li> <li>* Researches member's case and may represent the client during appeal processes regarding prescription 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<b>Required Qualifications</b>	<ul style="list-style-type: none"> <li>* Bachelor of Science degree in Pharmacy with 2 years of pharmacy-related work experience OR</li> <li>* Doctor of Pharmacy degree with 1 year of pharmacy-related work experience OR</li> <li>* Doctor of Pharmacy Degree with completion of 1 year of pharmacy residency</li> <li>* Eligibility for licensure or current pharmacist license in good standing in the Commonwealth of Massachusetts</li> </ul>	<ul style="list-style-type: none"> <li>* Bachelor of Science degree in Pharmacy with 3 years of pharmacy-related work experience OR</li> <li>* Doctor of Pharmacy degree with 2 years of pharmacy-related work experience OR</li> <li>* Doctor of Pharmacy Degree with completion of 1 year of pharmacy residency OR</li> <li>* Doctorate in Pharmacy with completion of a managed care residency program</li> <li>* Eligibility for licensure or current pharmacist license in good standing in the Commonwealth of Massachusetts</li> </ul>	<ul style="list-style-type: none"> <li>* Doctor of Pharmacy degree with 2 years of pharmacy-related work experience OR</li> <li>* Bachelor of Science degree in Pharmacy with 3 years of work experience</li> </ul>
<b>FLSA Status</b>	Exempt	Exempt	Exempt
<b>Promotional Process</b>	<b>Requisition</b>	Requisition or In-family Promotion from Consultant Pharmacist II	Requisition or In-family Promotion from Consultant Pharmacist IV