**Pharmacist Per Diem**

**PD No.: PD-637**

### POSITION INFORMATION

<table>
<thead>
<tr>
<th>Type of Action Requested:*</th>
<th>New (Create a new Position Description)</th>
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<tbody>
<tr>
<td>Internal Team:*</td>
<td>SL-CH&amp;W-Health Services-141100</td>
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<tr>
<td>Job Code/Employer Classification:*</td>
<td>Per Diem Non Exempt Healthcare</td>
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<tr>
<td>Job Code:</td>
<td>7930</td>
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<tr>
<td>Classification Title:</td>
<td>Pharmacist Part-Time/Per Diem</td>
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<td>MPP Job Code:</td>
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<tr>
<td>Position Number:</td>
<td>New Position # Request</td>
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<td></td>
<td>Position no: SL-00011032</td>
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<tr>
<td>CSU Working Title:*</td>
<td>Pharmacist Per Diem</td>
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<tr>
<td>Salary Range/Grade:</td>
<td>7930-PRD NE HLT-Grade-0</td>
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<tr>
<td></td>
<td>Minimum: $ 19.92</td>
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<tr>
<td></td>
<td>Maximum: $ 84.86</td>
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<td></td>
<td>Pay Frequency:</td>
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<td>Reports To:</td>
<td>Medical Director</td>
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<tr>
<td>Campus:*</td>
<td>San Luis Obispo</td>
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<tr>
<td>Division:*</td>
<td>Student Affairs</td>
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<tr>
<td>College/Program:*</td>
<td>Campus Health &amp; Wellbeing</td>
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<tr>
<td>Department:*</td>
<td>CH&amp;W-Health Services - 141100</td>
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<tr>
<td>FLSA Status:*</td>
<td>Non-Exempt</td>
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#### SENSITIVE POSITION

Sensitive Position:  
- **Yes**  
- **No**

| Job Summary/Basic Function:* | This position, under general direction, performs the full range of general licensed pharmacist duties within a campus Student Health Center pharmacy, including consulting with the prescriber and patient; identifying, evaluating, and interpreting prescriptions; acquiring, compounding, and dispensing of medications, vaccines and other therapeutic agents; and ensuring pharmacy programs and operations and the delivery of pharmacy services are in compliance with established professional standards and applicable federal and state regulations. |

| Minimum Qualifications:* | Graduation from a recognized and accredited college of pharmacy program as defined by the California State Board of Pharmacy. One year of experience working independently as a licensed pharmacist. |

| Required Qualifications: | Comprehensive knowledge of the laws and regulations pertaining to dispensing, storage, and recordkeeping of drugs, narcotics and poisons. Thorough knowledge of all drugs, chemicals and supplies required in the operation of the Student Health Center pharmacy. Working knowledge of automated pharmacy systems; and campus procurement and budgetary processes. General knowledge of pharmacy administration and the requirements of serving as a Pharmacist-in-Charge. |

| Ability to compound and fill prescriptions; evaluate written prescription orders to determine ingredients needed and ensure proper dosages; review patient profiles against prescriptions for potential drug interactions and allergies; serve as a resource to practitioners and other medical support staff in the areas of pharmacology, drug combination, drug interaction, and alternative drug therapies; participate in the development and implementation of pharmacy policies, procedures and protocols; prepare and maintain accurate records and reports; establish and maintain effective working relationships with other health center staff and management; be sensitive to, communicate effectively with, and provide support to diverse patients; and provide lead work direction to pharmacy support staff. |
Preferred Qualifications:

Special Conditions:
Must be able to perform work involving, but not limited to, lifting (up to 30 pounds), carrying, and maneuvering objects; reaching, bending, walking, and standing for long periods.

Must be willing to travel and attend training programs off-site for occasional professional development.

Must be able to work overtime, occasional holidays, and adjust working hours to meet special jobs. May be called back periodically to perform work as needed on an emergency basis.

Must be able to successfully pass a pre-employment background/fingerprint check.

The person holding this position is considered a ’mandated reporter’ under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

License / Certification:
Possess and maintain a valid and current: license to practice as a registered Pharmacist by the State of California Board of Pharmacy; basic life support (or higher) cardiopulmonary resuscitation and automated external defibrillator (CPR/AED) certification for Healthcare Providers (by date of hire), and registered to access CURES/PDMP.

Mandated Reporter:*
California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083, revised July 21, 2017.

NCAA:
Yes  No

Conflict of Interest:*
None

Supervises Employees:*
Yes  No

Job Duties

JOB DUTIES

<table>
<thead>
<tr>
<th>% of time</th>
<th>Duties / Responsibilities</th>
<th>Essential / Marginal</th>
</tr>
</thead>
</table>

https://calstate.d4.pageuppeople.com/5.3/provider/manageJobs/editJob.asp?#&sData=UFUtVjMtdqpwgudE_OJvThwYcSVfNwBLURigB9GzHMCpKEEqW093PIo0KdpbaG5viWZiQJRxgUhDLuGM3OAUm...
Reporting directly to the Medical Director, the following examples of typical work activities are meant to illustrate the general range of work functions performed by Pharmacist II; they are not meant to be an all-inclusive or restrictive. Work assignments may involve related activities.

Serve as the Pharmacist In-Charge, which entails providing guidance and assistance to pharmacy staff, and ensuring the pharmacy is in compliance with all state and federal licensing and regulatory requirements and completing necessary reports, as defined and required by the California Board of Pharmacy.

Ensure pharmacy operations and programs, as well as services delivered, are in compliance with professional standards and applicable federal and state regulations.

Responsible for all aspects of pharmacy administration including coordinating pharmacy operations.

Keep current with developments in the pharmaceutical field and in areas affecting pharmacy operations including State and Federal regulations.

Interpret prescriber orders, select, and dispense prescriptions. Take and maintain appropriate patient drug and health histories. Counsel students regarding proper administration and storage of prescription and over-the-counter medications.

Consult with and advise physicians and other practitioners on drug selection, dosage, administration, pharmacology, side effects, drug interactions, alternative therapies, availability and cost.

Ensure proper maintenance of detailed prescription records, as well as inventory records on drugs, narcotics, and poisons. Prepare and file necessary reports, as required by the university and applicable state and federal laws and regulations.

Acquire, receive, and maintain pharmaceuticals and supplies.

Perform other job-related duties and special projects as assigned.

Attend training and maintain skill currency as appropriate to safely and effectively complete assignments.

**SELECTION CRITERIA**

- There are no items to show

**POSTING DETAILS**

**Advertising Summary:**

Our Campus Health & Wellbeing team is looking for a Per Diem Pharmacist (on-call). Campus Health & Wellbeing is helping students achieve and maintain academic success and lifelong health and wellbeing by providing timely and appropriate primary and acute health care, disease and injury prevention education, providers, professional mental health, outreach, educational services and campus consultations. Join us!

Advertisement text:*
Job Summary

This position, under general direction, performs the full range of general licensed pharmacist duties within a campus Student Health Center pharmacy, including consulting with the prescriber and patient; identifying, evaluating, and interpreting prescriptions; acquiring, compounding, and dispensing of medications, vaccines and other therapeutic agents; and ensuring pharmacy programs and operations and the delivery of pharmacy services are in compliance with established professional standards and applicable federal and state regulations.

Department Summary

The purpose of Campus Health & Wellbeing is to help students achieve and maintain academic success and lifelong health and wellbeing by providing timely and appropriate primary and acute health care, disease and injury prevention education, professional mental health, outreach, educational services and campus consultations.

Key Qualifications

- Thorough knowledge of all drugs, chemicals and supplies required in the operation of the Student Health Center pharmacy.
- Comprehensive knowledge of the laws and regulations pertaining to the dispensing, storage, and recordkeeping of drugs, narcotics and poisons.
- Ability to interpret, communicate and apply policies and procedures.
- Working knowledge of automated pharmacy systems.
- Working knowledge of a variety of computer applications including word-processing, spreadsheets, databases, on-line systems, Internet as well as online calendaring and email.

Education and Experience

EDUCATION AND EXPERIENCE: Graduation from a recognized and accredited college of pharmacy program as defined by the California State Board of Pharmacy. One year of experience working independently as a licensed pharmacist.

LICENSES, CERTIFICATES, DEGREES, CREDENTIALS: Possess and maintain a valid and current: license to practice as a registered Pharmacist by the State of California Board of Pharmacy; basic life support (or higher) cardiopulmonary resuscitation and automated external defibrillator (CPR/AED) certification for Healthcare Providers (by date of hire), and registered to access CURES/PDMP.

Salary:

Anticipated Hiring Range: $56.82 - $65.58 per hour

Classification Range: $19.92 - $84.86 per hour

Cal Poly

Known for its Learn by Doing pedagogy, Cal Poly is the flagship of the world-renowned California State University system. Annually recognized as one of the top public universities in the nation, Cal Poly continues to offer an academic curriculum based on learned experience gained through real-world practice. Located in San Luis Obispo, Cal Poly is nestled comfortably among the coastal foothills, minutes from the Pacific Ocean and equidistant to the Bay Area and Los Angeles.

Cal Poly offers a best-in-class benefits program, including health, dental and vision insurance, retirement participation in the Public Employees’ Retirement System, and educational benefits for eligible employees. See our benefits website for additional information.

Diversity Statement

At Cal Poly, we believe that cultivating an environment that embraces and promotes diversity is fundamental to the success of our students, our employees and our community. Bringing people together from different backgrounds, experiences and value systems fosters the innovative and creative thinking that exemplifies Cal Poly’s values of free inquiry, cultural and intellectual diversity, mutual respect, civic engagement, and social and environmental responsibility.

Cal Poly’s commitment to diversity informs our efforts in recruitment, hiring and retention. California Poly is an affirmative action/equal opportunity employer.
Supplemental Information

Following a conditional offer of employment, a background check (including a criminal records check) must be completed satisfactorily before any candidate may start work with Cal Poly. Failure to satisfactorily complete the background check may result in the withdrawal of the offer of employment. Current employees who are offered positions on campus will be required to undergo a background check for any position where a background check is required by law or that Cal Poly has designated as sensitive.

The person holding this position is considered a ‘mandated reporter’ under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

This position may be "Designated" under California State University's Conflict of Interest Code. This would require the filing of a Statement of Economic Interest on an annual basis and the completion of training within 6 months of assuming office and every 2 years thereafter.

Cal Poly, San Luis Obispo is not a sponsoring agency for staff positions (i.e. H1-B visas).