Job Evaluation Rating Document

CUPE, SEIU, SGEU, SAHO		Code
	Job Title Medication Reconciliation Drug Distribution Technician	
	Date October, 2009	
	Revised Date December 11, 2013	447
	Revised Date	

Decision Making	Degree
Follows prescribed pharmacy practices when mixing chemicals, IV solutions and dispensing drugs. Within limits of accepted practice, makes some choices about quantities of drugs to keep in inventory, choosing the appropriate substitution when a shortage is encountered or how to obtain medication histories from clients/families.	2.5

Education	Degree
Grade 12. Pharmacy Technician certificate (955 hours SIAST)	3.5

Experience	Degree
Twelve (12) months previous experience working in a hospital pharmacy to become familiar with the environment, medication names and appearances. Twelve (12) months on the job to become familiar with Pharmaceutical Information System (PIS), develop interview skills and become familiar with region/facility/department policies and procedures.	5.0

Independent Judgement	Degree
Follows established procedures in pre-packaging of bulk and unit dose drugs. Resolves minor operating problems associated with equipment breakdown and determining when it is necessary for a Pharmacist to obtain the medication history.	3.0

Working Relationships	Degree
Requires tact and discretion to provide technical explanation and/or instruction regarding computer programs, medication mixtures, drug formularies to staff and students. Contacts with clients/families/caregivers may involve difficult, emotionally-charged situations.	4.0

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Impact of Action	Degree
Dispenses and delivers drugs within approved procedures and narcotic controls to meet quality and service requirements. Misjudgements in the accuracy of medication histories, orders, handling medications and other supplies may result in increased costs, delays in service to clients/patients/residents. Misjudgement in mixing/dispensing/checking medications may result in serious injuries to employees and/or clients/patients/residents which have long-term health consequences.	3.5

Leadership and/or Supervision	Degree
Provides occasional guidance and checks the work of new Drug Distribution Technicians and students. Provides practicum evaluations.	2.0

Physical Demands	Degree
Regular physical effort standing, walking, obtaining medication histories from various parts of hospital and delivering pharmaceuticals with frequent periods of heavy lifting, pulling and pushing carts or frequent periods of awkward body positioning while working in flow hoods. Requires accurate fine coordination in dispensing, packaging, weighing, measuring medications.	2.5

Sensory Demands	Degree
Regular cumulative effort preparing/dispensing medications, interviewing/obtaining medication histories, receiving direction/instruction, writing out forms requiring periods of intense concentration. Preparation of medications requires precision work.	2.5

Environment	Degree
Occasional exposure to blood/body fluids, infection, disease and foul language when obtaining medication histories. Regular exposure to major disagreeable conditions such as chemical substances (e.g., cytotoxic agents), interruptions, deadlines and confined work space (e.g, fume hood).	4.0