

UPDATED JOB ANNOUNCEMENT

POSITION: Pharmacist

PROGRAM: Pharmacy

SUPERVISOR: Director of Pharmacy

SALARY RANGE: \$135,636.80 Annually (Grade: 41, Step 01)

CLASSIFICATION: EXEMPT

LOCATION: Owyhee Community Health Facility

OPENS: October 6, 2025

CLOSES: Open Until Filled

SPECIFICATIONS: All applications must be fully completed. Any incomplete, undated or unsigned applications will not be processed (Do not refer to the resume in lieu of making required comments on the application) **Please attach all required documentation as specified in the Job Announcement. Failure to attach required documents will disqualify you from consideration for this position.** Employment Applications are available at the Human Resource Department. Any questions regarding this position is to be directed to the Human Resource Department at the above listed telephone number.

Preference for filling vacancies will be given to qualified Indian Applicants in accordance with the Indian Preference Act (Title 25 U.S. Code, Section 472 and 473). However, the Shoshone-Paiute Tribes is an equal opportunity employer and all qualified applicants will be considered in accordance with the provisions of Section 703 (l) of the Title VII of the Civil Rights Act of 1964, as amended.

The Shoshone-Paiute Tribes application form for employment must be received by the Human Resources Office by 5:00 PM of the closing date of this job announcement.

In accordance with Shoshone-Paiute Tribes' Resolution No. 00-SPR-31, all new employees are required to pass a pre-employment drug/alcohol test.

THE SHOSHONE-PAIUTE TRIBES RESERVES THE RIGHT TO CONDUCT BACKGROUND CHECKS ON ALL NEW EMPLOYEES. In accordance with Shoshone-Paiute Tribes' Resolution No. 95-SPR-

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SPECIAL CONSIDERATIONS:

Because of the sensitive and trusted nature of this position, the Staff Pharmacist is subject to initial, for cause, and without suspicion (random) drug/alcohol testing, a thorough background check. This individual works in patient situations requiring mental alertness and in the course of their employment, regularly comes into contact with children and seniors. This person may rarely operate Tribal vehicles and/or equipment in the course of their employment

SUMMARY OF FUNCTIONS:

The Pharmacist provides for a pharmacy atmosphere conducive to accurate drug therapy services contributing to the quality of the Owyhee Community Health Facility's (OCHF) patient care programs. The primary duties of the Pharmacist are to provide pharmaceutical services to the patients in our community in a safe and caring manner while operating as a valued member of the healthcare team at the Owyhee Community Health Facility. This will also include cooperation with the Director of Pharmacy in maintaining the pharmacy in such a manner as to provide for an effective and efficient workplace while maintaining compliance with AAAHC standards, within available resources.

NATURE & SCOPE:

Environment: The Owyhee Community Health Facility is an outpatient pharmacy serving the needs of the residents of the Duck Valley Reservation, including both the Native American and Non-Native American people. Age groups of patients range from prenatal to geriatric.

ESSENTIAL FUNCTIONS:

1. Exercises overall professional and administrative responsibility for providing pharmaceutical services to the beneficiaries of the Owyhee Community Health Facility in the absence of the Director of Pharmacy. These services are to assure good patient outcomes involving the use of pharmaceuticals. This includes teamwork with clinicians to accomplish decreases in: (1) the number of drugs unnecessarily prescribed; (2) inappropriately prescribed medications; (3) treatment failure; and (4) frequency and severity of adverse reactions to prescribed medications.
2. Serves as authority on drug use for the Owyhee Community Health Facility, which involves consultative and advisory tasks to committees and the medical staff, and the coordination of services and efforts with other departments and professionals that are involved in direct patient care or support of those activities.
3. Assures pharmaceutical services are of sufficient quality to meet the standards set forth by AAAHC and other national standard setting bodies.
4. Maintains stock control records, narcotic records, and inventories as necessary to satisfy legal and administrative requirements. Uses such records as needed in the determination of future drug needs and expenditures. Inspects drugs stored in Pharmacy, clinic & storage rooms as appropriate for adequacy, stocking, outdates, storage, proper rotation of stock, and evidence of deterioration as assigned.

5. Assures rational drug therapy by providing drug information, educating health professionals and participating with Pharmacy and Therapeutics functions as needed.
6. Prior to processing prescription orders, reviews all new drug orders to assure the appropriateness of prescribed drug therapy, resolving any discrepancies with the prescriber prior to dispensing. This review will include: verification of the prescription as a complete, valid legal order; checking for appropriateness of drug prescribed versus the diagnosis, dose and dosage form, and quantity of medication; weight-based dosing as appropriate, drug sensitivities; drug interactions; pathological concerns what would necessitate an alteration of dosage or choice of agent; and assess whether current problem/diagnosis is not potentially drug induced or drug related.
7. Assures that pharmaceutical products are available and accessible, when and where needed that conform to standards of quality for potency, purity, and efficacy at the time that they are dispensed to the patients.
8. Promotes compliance with prescribed drug regimens and appropriate use of medication by the patient in the home (using private consultation room for counseling whenever appropriate). This patient consultation includes: identification of the patient, name of medication, purpose of medication, dosage schedule, ancillary instructions, duration of therapy, expected outcomes, precautions, and possible side effects; identification/verification of potential barriers to compliance (with subsequent modification of therapy if required); verifying the recipient of other aspects of care plan, to include appropriate follow-up appointment and the patient's understanding of disease state and appropriate use of prescribed therapy.
9. Using established standards of care provides pharmaceutical counseling to patients with stable chronic conditions who require medication refills and to patients with acute self-limiting illnesses as determined by the Owyhee Community Health Facility policies and needs.
10. Uses the pharmacy software package to report workload data and monitor all pharmacy functions.
11. Performs other related duties as assigned by immediate supervisor

LATITUDE:

Routinely exercises independent clinical and professional judgment involving patient care and professional services, and must have above average levels of tact, initiative, and professional conduct in dealing with patients, other members of the Health Care Team and Tribal Government.

CHALLENGES:

The major challenge for this position is providing accurate and efficient pharmaceutical services to the Owyhee Community Health Facility, which will include, but is not limited to: pharmacy services and effective working relationships with medical and nursing staff.

CONTACTS:

The incumbent has regular contact with healthcare providers as well as ancillary professionals. The incumbent also has contact with patients regarding medication counseling and instructions.

MINIMUM QUALIFICATIONS/KNOWLEDGE, SKILLS, AND ABILITIES:

1. Graduate of an accredited college or university with a Degree in Pharmacy. Graduating students, earning a Pharmacy Degree will be considered.
2. Minimum of two years experience is preferred.
3. Must have good communication skills and have the ability to work accurately under stressful situations.
4. Must be able to work for long periods of time while standing.
5. Computer proficiency and knowledge are necessary for this position.
6. Must have thorough knowledge of drugs and their actions.
7. Excellent customer service skills are required.

OSHA CLASSIFICATION:

This position's OSHA classification is defined as a Category III: Tasks that do not involve exposure to blood, body fluids, or tissues.

The normal work routine does not involve exposure to blood, body fluids, or tissues. People who perform these duties are not called upon as part of their employment to perform or assist in emergency medical care or first aid or to be potentially exposed in some other way.