

VOLUNTEER ROLE DESCRIPTION
<p>Role Title: Pharmacy Volunteer</p> <p>How long for: We ask that volunteers are with us for a minimum of four hours per week for six months.</p> <p>Minimum age: Minimum age of 18 years</p> <p>Please note: A Disclosure and Barring Service Check (DBS) check is required for this role</p>
<p>Summary / Purpose of role:</p> <p>To support with the smooth running of the pharmacy. This will be under the direct supervision of the pharmacy staff.</p>
<p style="text-align: center;"><u>Key duties and responsibilities:</u></p> <ul style="list-style-type: none"> • Answering the hatch to patients and staff • Answering the phone • Occasional delivery of urgent medication/prescription to ward or O/P clinic • Using prescription tracking system to see if prescription received and if it's ready.
<p style="text-align: center;"><u>Useful skills and experience:</u></p> <ul style="list-style-type: none"> • Excellent communication skills • Able to work independently and as part of a team • Confident in approach to patients • Have a kind and helpful nature • Polite and well mannered • Patience and understanding • Physically fit as the role may involve a lot of walking • Ability to deal sensitively with those people who may be tense or anxious • Comfortable in a hospital environment • To recognise the need for confidentiality
<p style="text-align: center;"><u>Training & Development:</u></p> <ul style="list-style-type: none"> • To attend mandatory training and regular mandatory updates as determined by Royal Papworth Hospital Foundation Trust • Specific training / shadowing experience as required for the role • Local induction to the ward, clinic or department
<p>For more information about this role, please contact: Royal Papworth Hospital PALS Team Telephone: 01223 638896 / 01223 638963 Email: papworth.pals@nhs.net</p>