

## **FLEXSTAFF AT NORTHWELL HEALTH - VARIOUS HOSPITALS - NYC AREA**

### **RESPONSIBILITIES:-**

1. Assists Registered Pharmacist in the non-professional (non-judgmental) aspects preparing and dispensing medication.
  - Fills, packages, labels and stocks unit dose cart from patient profile card or computerized pick list; brings cart to nursing unit according to predetermined schedule. Makes other deliveries, as required.
  - Fills bottles or other package forms with measured amount of medication either manually or mechanically.
  - Labels containers of drugs according to department specification, either manually or mechanically.
  - Assists in clean air room, using sterile technique in filling and labeling injectable prescriptions, where required.
  - Assists in preparation and/or labeling of IV additives.
  - Fills medication orders in inpatient area.
  - Packages sudden, unexpected medication requests, as required.
2. Assists Registered Pharmacist in maintaining a variety of records and reports.
  - Maintains IV records with Pharmacist direction.
  - Maintains records for medication in inpatient area.
  - Maintains records of preparation of extemporaneous medications.
  - Assists in the maintenance of statistics and records for all medication orders.
  - Enters orders into computer terminal for refill purposes.
3. Maintains sufficient inventory at workstations in Pharmacy.
  - Transports required pharmacy material, as necessary.
  - Receives and maintains records of stock and inventory control.
  - Assists in material control by maintaining records and inventories.
  - Maintains placement of sufficient daily inventory of supplies to all areas of the Pharmacy to assure efficient operating conditions.
4. Performs related duties, as required.

### **\*ADA Essential Functions**

### **EXPERIENCE AND QUALIFICATIONS**

- High School Diploma or equivalent, required.
- Current national certification through Pharmacy Technician Certification Board (PTCB)/National Healthcare Association (NHA), required.
- NYSED- License
- Minimum of two (2) years experience as a Pharmacy Technician in a hospital pharmacy with a computerized system, preferred.
- Ability to learn computerized hospital pharmacy system.

Must be able to do physically strenuous work.

Hourly rate: \$25 - \$40

**\*Additional Salary Detail**

The salary range and/or hourly rate listed is a good faith determination of potential base compensation that may be offered to a successful applicant for this position at the time of this job advertisement and may be modified in the future. When determining a team member's base salary and/or rate, several factors may be considered as applicable (e.g., location, specialty, service line, years of relevant experience, education, credentials, negotiated contracts, budget and internal equity).