



# Example of Clinical Advisor Job Description

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Our company is hiring for a clinical advisor. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for clinical advisor

- Coordination and oversight of process to provide clinical support to drive Commercial, Medicare Part D, Managed Medicaid, and Health Exchanges formulary strategy
- Maintenance of clinical information and recommendations to that are accurate and up to date
- Providing clinical context that supports new business initiatives in collaboration with the Industry Relations, Specialty, Product Development, and Medicare Part D teams
- Leading the Clinical Formulary team in creating clear and consistent documents to support the formulary strategy process
- Insurance of compliance with regulatory and accreditation requirements
- Preparation and participation in audit preparation/response including provision of materials for CMS and client Medicare Part D audits
- Coordination of P&T Committee meeting minutes for documentation of drug list and utilization management tool decisions
- Strategy and development of quality processes to ensure compliance with CMS regulations
- Development of strategy to implement and maintain Clinical Formulary team internal process improvements, including development and maintenance of Medicare and non-Medicare internal standard operating procedures and the Clinical Formulary Weekly and Quarterly Reports
- Compiles/reports monitoring evaluation data and presents call coaching

## Qualifications for clinical advisor

- Possess a current, valid and unrestricted license in the state of residence
- Board Certified Behavioral Analyst (BCBA)
- Ensuring proper updates to operational documents created from clinical policies approved by the Pharmacy and Therapeutics Committee
- Developing and applying clinical protocols and decision-making to utilization management reviews
- Implementing Clinical Pharmacy readiness projects
- Working with other pharmacists and healthcare professionals in a team environment