



Example of Pharmacy Specialist Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of pharmacy specialist. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for pharmacy specialist

- Evaluate orders to verify dosage, dosage regimen and quantity to be dispensed
- Provide instructions to patients regarding medication consumption and side effects
- Perform quality control checks on medications
- Create and evaluate policy, procedure, and training materials regarding operational workflow of designated area
- Identify patient needs and ensure coverage of medication on their insurance plan
- Obtain initial and renewal insurance authorization for specialty medications as required by insurance plans
- Ensure patients' specialty prescriptions are sent to the appropriate pharmacy for fulfillment along with any co-pay assistance documentation
- Develop a process for tracking prior authorizations and appeals
- Evaluate Patient Assistance Program software for documentation and tracking applications, renewals, and patient communication including developing an ROI, budget proposal and implementation plan
- Develop processes for products with a Risk Evaluation and Mitigation Strategy (REMS) program for specialty pharmaceuticals

Qualifications for pharmacy specialist

- Beginner Other Ability to use pharmaceutical references
- Beginner Other Working knowledge of prescription medications and pharmacotherapy
- Intermediate Other Ability to follow direction
- Minimum five (5) years of working experience in health care including Pharmacy and Administration
- Minimum three (3) years of experience in quality