Iowa Department of Administrative Services – Human Resources Enterprise
Classification Series Guidelines

Pharmacist Series

Classes in the Series

Class Code	Class Title
02226	Pharmacist
02232	Pharmacy Supervisor

Series Concept

This series includes positions whose employees are licensed as professional pharmacists and perform or supervise the dispensing, compounding, manufacturing and storage of prescription/over-the-counter drugs. Positions are also responsible for advising hospital/medical staff on drug interactions, dosage, administration, toxicity, side effects and contra-indications and maintaining detailed records on the use of controlled substances.

Exclusions

1. Positions that perform non-professional clerical or technical pharmacy duties.
2. Licensed pharmacists that perform investigative/administrative work in the regulation and enforcement of state drug laws.

Class Distinctions

Pharmacist

In addition to normal pharmacist duties, positions in this class may oversee the work and provide direction to paraprofessional pharmacy employees, but do not have the full range of supervisory responsibilities required for a "supervisory exemption" from collective bargaining.

Pharmacy Supervisor

Positions in this class supervise two or more permanent employees and the responsibility is consistent with the following required for a collective bargaining exemption:

> supervises and evaluates the work of subordinates; recommends personnel actions related to selection, disciplinary procedures, performance, leaves of absence, grievances, work schedules and assignments and administers personnel and related policies and procedures.

Positions in this class also perform various administrative duties such as developing/reviewing pharmacy policies and programming proposals, projecting future staffing and equipment needs, overseeing the expenditure of the pharmacy's drug budget and serving as a liaison with other institutional departments.

Effective date: 02/99 JG