

**State of Connecticut
Department of Social Services
Job Opportunity**

Pharmacy Consultant

PLEASE FOLLOW THE SPECIFIC APPLICATION INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Posting Date: January 20, 2010

Closing Date: February 2, 2010

The Department of Social Services is presently accepting applications to fill one (1) Pharmacy Consultant position within the Division of Quality Assurance in our Hartford Central Office.

Open To: The Public and State Employees

Position: Pharmacy Consultant
Position Number # 95168

Bargaining Unit: New England Health Care (1199)

Salary Range: \$75,357- \$101,108 – Annually (FP-28)

Location: 25 Sigourney Street, Hartford, CT 06106

EXAMPLES OF DUTIES:

Acts as a consultant to agency in administration of agency programs; monitors enrollment of providers; reviews provider agreements and advises administration as to appropriateness; assists in development of policies and procedures for implementing drug audit and drug utilization review; develops audit procedures and investigates allegations of false or fraudulent claims by pharmacies; reviews drug reporting system audit reports; spot checks client profiles kept by pharmacies; assists in auditing of propriety, reasonableness and timeliness of payments including payment of generic incentives; assists in development and resolution of provider procedures and appeals; spot checks appropriateness of generic substitutes; recommends drug policy and regulation changes for agency programs; acts as a liaison with other pharmacy programs and associations; monitors activity of drug utilization review committee; may act as technical expert on matters pertaining to a professional licensing board or commission; performs related duties as required.

Acts as a consultant in enforcement of price schedules of drugs supplied to state beneficiaries; conducts field audits of individual vendors; checks invoices for accuracy of amounts charged, propriety of drugs, duplication of charges and frequency of prescriptions at pharmacies; recovers excessive payments; relates departmental procedures to facilitate overall operation and communication with pharmacy associations; conducts audits of convalescent homes or intermediate care facilities to correlate records; explains policies and price schedules; consults with members of pharmacy associations; conducts cost comparison studies of proposed schedules; assists with modification of department drug program; may act as technical expert on matters pertaining to a professional licensing board or commission; performs related duties as required.

MINIMUM QUALIFICATIONS REQUIRED

KNOWLEDGE, SKILL AND ABILITY:

Considerable knowledge of and ability to apply relevant state and federal laws, statutes and regulations; considerable knowledge of principles, practices and methods of institutional or retail pharmacy operations; considerable knowledge of drugs and their actions and interactions; considerable knowledge of pharmaceutical quality control and distribution control procedures; knowledge of current prices of retail drug supplies; interpersonal skills; oral and written communication skills.

EXPERIENCE AND TRAINING:

General Experience:

Three (3) years of experience as a registered pharmacist immediately prior to this appointment.

SPECIAL REQUIREMENT:

1. Incumbents in this class must possess and retain a license as a Registered Pharmacist in Connecticut.
2. Incumbents in this class may be required to travel.

Note: This position may be filled by mandatory candidates from existing Re-employment / SEBAC lists to whom we are obligated to give priority consideration and state employees who have attained permanent status in the class.

APPLICATION PROCEDURE: Candidates who meet the above requirements should complete a State of Connecticut Application for Examination or Employment (PLD-1). The PLD-1 Application Form may be downloaded from the State of Connecticut's Department of Administrative Services Human Resources Services Website at: www.das.state.ct.us/exam/default.asp#APPLICATION_FORMS. When faxing materials, keep a copy of your completed application and the fax transmittal receipt for your records **and do not mail a copy of your application form if you have faxed the materials**. Due to the large number of applications received, we cannot confirm receipt of applications. Please forward your completed State of Connecticut Application for Examination or Employment (PLD-1) to:

**Flora Alling, Human Resources Specialist
Department of Social Services
25 Sigourney Street – 12th Floor
Hartford, CT 06106**

Fax: (860) 951-2979

APPLICATIONS MUST BE RECEIVED BY TUESDAY, February 2, 2010, CLOSE OF BUSINESS

An Equal Opportunity / Affirmative Action Employer