

FINAL SETTLEMENT AND IMPLEMENTATION AGREEMENT

Between

Facilities Bargaining Association

And

The Health Employers Association of British Columbia

This document sets out the terms of agreement for the settlement and implementation of the Pharmacy Technician Supervisor I and Pharmacy Technician Supervisor II benchmarks. To conclude the implementation of these two benchmarks, and without prejudice to the position either party may choose to take in any other matter, it is agreed as follows:

- 1) The parties jointly developed a set of two benchmarks (Pharmacy Technician Supervisor I and Pharmacy Technician Supervisor II) following the parties November 21, 2012 signed agreement. These benchmarks were agreed to be implemented effective January 1, 2011 and are included as Attachment I.
- 2) The parties agree an employee will qualify for and be classified to the appropriate benchmark, as of the date the employee:
 - a. Becomes a Registered Technician
and,
 - b. Supervises a registered Pharmacy Technician.

Upon meeting criteria (a) and (b), and upon providing proof to the employer of the supervisor's own registration, the Employer will implement the classification.

- 3) The Employer agrees to identify all jobs currently supervising registered Pharmacy Technicians. The Employer will notify the Union and incumbents of the employer's proposed match for each incumbent by 30 days after the date of signing this agreement.
- 4) The parties agree to jointly address any implementation issues or disputes arising out of this settlement and implementation agreement, subject to the appeal process as per the Maintenance Agreement and Classification Manual/Collective Agreement.
- 5) On a strictly without prejudice, without precedent basis, and for this settlement only, the parties agree that employees supervising registered Pharmacy Technicians, who are not themselves registered Pharmacy Technicians will be paid at Grid 33 until such time that they achieve their own Technician status.

The grid 33 has been agreed to for the sole purpose of finalizing the settlement and implementation of these two benchmarks and in no way represents an agreement between the parties regarding the correct interpretation or application of layering over. The terms of this agreement shall in no way prejudice either party in such a dispute.

6) Nothing in this agreement will limit or restrict any classification/compensation arising from any other classification/grievance matter.

7) The parties agree that nothing in this agreement precludes either party from exercising its rights under the Maintenance Agreement and Classification Manual/Collective Agreement.

On Behalf of HEABC:

K. Conforti

February 13, 2013
Date

On Behalf of the Facilities Subsector Bargaining Association:

A. Pizzarello

February 14, 2013
Date

FACILITIES SUBSECTOR COLLECTIVE AGREEMENT BENCHMARK

Job Family: Patient Care Technical **Class Series:** Pharmacy
Grid: 35 **Class Title:** Pharmacy Technician (Supervisor I)

I. Level Definition

Positions at this level supervise Pharmacy Technicians and other designated staff, and perform pharmacy technician duties as required in accordance with the scope of practice and standards of practice as outlined by the College of Pharmacists of British Columbia.

II. Typical Duties

1. Supervises Pharmacy Technicians and other designated staff by performing duties such as scheduling and coordinating work assignments, evaluating employee performance and determining related training and orientation requirements.
2. Ensures the accuracy and completeness of dispensed prescriptions by verifying order entry and/or performing the final check of a dispensed prescription prepared by self or others and maintains related records.
3. Receives prescriptions (verbal or written) from a practitioner and ensures that prescriptions are complete and authentic by performing duties such as verifying allergy status, or demographics.
4. Transfers prescriptions to and receives prescriptions from other pharmacies.
5. Prepares and processes prescriptions by performing duties related to the dispensing of drugs such as entering orders; counting, measuring, packaging or repackaging medications and compounding medications such as sterile, oral, topical, or parenteral for distribution.
6. Processes prescriptions for temporary outpatient use by methods such as reviewing, translating and converting, existing medication orders previously reviewed and approved by a pharmacist.
7. Check and delivers ward supplies and other stock requirements; pre-packages tablets and liquids into unit dose packages.
8. Distributes authorized drugs and maintains inventory records.
9. Performs related clerical duties such as keyboarding, answering telephone, filing and maintaining records of drug and medication use and cost.
10. Performs other related duties as assigned.

III. Qualifications

(1) Education, Training and Experience

Grade 12, and graduation from an accredited Pharmacy Technician program and two years recent related experience, or an equivalent combination of education, training and experience. Current practicing registration as a Pharmacy Technician with the College of Pharmacists of B.C.

(2) Skills and Abilities

- (i) Ability to supervise.
- (ii) Ability to communicate effectively both verbally and in writing.
- (iii) Ability to deal with others effectively.
- (iv) Physical ability to carry out the duties of the position.
- (v) Ability to keyboard.
- (vi) Ability to organize work.
- (vii) Ability to operate related equipment.

FACILITIES SUBSECTOR COLLECTIVE AGREEMENT BENCHMARK

Job Family: Patient Care Technical **Class Series:** Pharmacy
Grid: 38 **Class Title:** Pharmacy Technician (Supervisor II)

I. Level Definition

Positions at this level supervise Pharmacy Technicians and other designated staff; perform administrative duties; and perform pharmacy technician duties as required in accordance with the scope of practice and standards of practice as outlined by the College of Pharmacists of British Columbia.

II. Typical Duties

1. Supervises Pharmacy Technicians and other designated staff by performing duties such as scheduling and coordinating work assignments, evaluating employee performance and determining related training and orientation requirements.
2. Performs Pharmacy Technician duties such as independently preparing, processing, or compounding prescriptions and ensuring prescriptions are accurate, complete, and authentic; compounding parenteral solutions such as chemotherapy and other medications; performing the final check of a dispensed prescription; and transferring prescriptions to, and receiving prescriptions from, other pharmacies.
3. Oversees, implements and maintains practice standards, policies and procedures; ensures safety standards are adhered to.
4. Oversees and monitors quality assurance program within assigned area.
5. Monitors expenditures and makes recommendations regarding capital equipment.
6. Performs other related duties as assigned.

III. Qualifications

(1) Education, Training and Experience

Grade 12, and graduation from an accredited Pharmacy Technician program and three years recent related experience including one year in a supervisory capacity, or an equivalent combination of education, training and experience. Current practicing registration as a Pharmacy Technician with the College of Pharmacists of B.C.

(2) Skills and Abilities

- (i) Ability to supervise.
- (ii) Ability to communicate effectively both verbally and in writing.
- (iii) Ability to deal with others effectively.
- (iv) Physical ability to carry out the duties of the position.
- (v) Ability to keyboard.
- (vi) Ability to organize work.
- (vii) Ability to operate related equipment.