|  |
| --- |
| **Job responsibility tick list** |
| **Pharmacist/Pharmacist Assistant** |

|  |
| --- |
| **Before the PNC meeting** |
| **Responsibilities** | **Control check** |
| Ensuring that MIP folder is at pharmacy (1 week before) |[ ]
| Pre-packing medication for the mother (1 week before) |[ ]
| Ensuring that PNC nurse is aware of scripting for PNC members |[ ]

|  |
| --- |
| **On the day of the meeting** |
| **Responsibilities**  | **Control check** |
| Ensuring that pre-packed medication is ready for collection |[ ]
| Pre-packed medication is stored in the appropriate club box |[ ]

|  |
| --- |
| **After the PNC meeting** |
| **Responsibilities** | **Control check** |
| Taking responsibility for keeping the medication of an absent mother at the pharmacy |[ ]