Request for Expression of Interest: NSCP Investigator

Introduction

The Nova Scotia College of Pharmacists (NSCP), focusing on its vision of promoting excellence in pharmacy practice and patient-centered health care, governs the practice of pharmacy in Nova Scotia in the interest of the health and well-being of the public. Investigation of complaints and concerns regarding community pharmacy practice is a core NSCP professional accountability activity that seeks to address allegations of professional misconduct, conduct unbecoming, professional incompetence, incapacity and offences against the Pharmacy Act and its regulations.

The Opportunity

The NSCP is seeking a registered pharmacist or pharmacy technician with strong investigative and interview skills to work under a contractual arrangement with the NSCP to conduct investigations.

The work of the investigator requires a solid understanding of the pharmacy profession’s regulatory framework including the Pharmacy Act, its regulations, standards of practice and NSCP policies, within which pharmacies and registrants are expected to practice. Strong interpersonal skills and sound judgement are essential, as well as attention to detail, strong organizational, tactical, and time-management skills. Excellent oral and written communications skills and an open, solution-oriented attitude are also required. Experience in root cause analysis would be considered an asset. While the NSCP Investigator is not an employee of the NSCP, their conduct impacts the NSCP’s reputation and as such, they must be individuals of unquestionable integrity and moral character.

Duties of the investigator include working with the Professional Accountability Manager to develop investigative action plans, arranging and conducting interviews, gathering evidence, and report writing.

Given the unpredictability of when the NSCP may receive a complaint, and the extent to which an investigation may be required, the NSCP is unable to define a specific amount of work hours for the investigator.

Travel within the province will be required. Additionally, travel for training purposes outside the province may be required.

Submission Requirements

Applicants must be registered or eligible for registration in Nova Scotia and have at least five years’ experience as a practising pharmacist or pharmacy technician. Due to conflict of interest reasons, an NSCP Investigator cannot be concurrently employed by an organization or corporation that owns greater than 10 pharmacies in Nova Scotia.

Interested individuals are encouraged to prepare and submit an Expression of Interest (EOI), which should include the following:

1. A letter setting out:
   i. why this opportunity is of interest to you
   ii. considerations that make you a good fit for this opportunity
2. Résumé
3. Contact Information
Submission Deadline

Please submit your completed Expression of Interest to the NSCP, attention Kate Davis, Professional Accountability Associate by Monday, February 17, 2020.

Nova Scotia College of Pharmacists
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Halifax, N.S. B3J 3N4
Email: kDavis@nspharmacists.ca
Fax: 902-444-7071

All submissions will be kept confidential. The NSCP appreciates all submissions received; however only those selected for an interview will be contacted.

If you have questions or would like additional information on this opportunity, please contact Tiffany Savary, Professional Accountability Manager at 902-422-8528 Ext. 234 or tsavary@nspharmacists.ca.