

Pharmacy Professionals Task Matrix

Roles Defined

- **Pharmacist:** Registered healthcare professional working under their own clinical competency.
- **Pharmacy Technician:** Also registered, working under their own clinical competency.
- **Pharmacy Assistants/ Support Staff:** Non-registered staff assisting in administrative or supportive roles.

Clinical Tasks

Task	Pharmacist	Pharmacy Technician	Pharmacy Assistants
Audits – Build & Undertake	✓	✓	✗
Clinics e.g. Blood Pressure	✓	✓	✗
Dealing with medicines shortages	✓	✓	✓
Discharge Management (DMR)	✓	✓	✗
Dispensing medications	✓	✓	✓
DOAC Review	✓	✓	✗
Final Accuracy Checking	✓	✓	✗
Health Promotion	✓	✓	✓
Implementation of Local Decisions (medicines)	✓	✓	✗
Independent Prescribing	✓	✗	✗
Issue Prescriptions	✓	✗	✗
Medication Advice to Healthcare Professionals	✓	✓	✗
Medication Advice/ Device counselling to patients	✓	✓	✗
Medicines Reconciliation	✓	✓	✗
Optimise Medication	✓	✓	✗
Preliminary SMRs	✓	✓	✗
Full Structured Medication Review (SMR)	✓	✗	✗

Working Under a PGD (Patient Group Direction)

Task	Pharmacist	Pharmacy Technician	Pharmacy Assistants
Emergency Contraception	✓	✓	✗
Flu/COVID Vaccination Clinics	✓	✓	✗
Minor Injuries	✓	✓	✗
Sexual Health	✓	✓	✗
Smoking Cessation	✓	✓	✗
UTI Treatment	✓	✓	✗

Administrative & Collaborative Tasks

Task	Pharmacist	Pharmacy Technician	Pharmacy Assistants
Care home support	✓	✓	✗
Community Pharmacy Liaison	✓	✓	✓
Education for Practice Staff (medicines-related)	✓	✓	✗
Manage Admin/Reception Team (Repeat Dispensing)	✓	✓	✓
Promotion of Local Projects e.g. Medicines Wastage	✓	✓	✓
Supervise Pharmacy Trainees	✓	✓	✗

Principles Highlighted

- Pharmacists and Pharmacy Technicians are **registered professionals**.
- Both should be **accountable to a professional line manager** in a clinical supervisory role.
- It is essential to **understand the skill mix** and **recognize the limits of individual training and competence**.