State of Connecticut
JOB POSTING

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: June 18, 2012 **Closing Date: June 25, 2012**

The Department of Social Services is presently accepting applications to fill two (2) Pharmacy Consultant positions within the Division of Quality Assurance in our Hartford Central Office.

Open To:	**The Public and State Employees**
Position:	**Pharmacy Consultant** **Position Number # 101996 & 101997**
Schedule:	**40 Hours Per Week**
Salary Range:	**$77,241.00-103,636.00 – Annually (FP-28)**
Bargaining Unit:	**New England Health Care (1199)**
Location:	**25 Sigourney Street, Hartford, CT 06106**

DUTIES/RESPONSIBILITIES: Responsibilities will include the development of audit procedures and investigations regarding allegations of false or fraudulent claims by pharmacies; reviews drug reporting system audit reports; spot checks client profiles kept by pharmacies; audits propriety, reasonableness and timeliness of payments including payment of generic incentives; ensures that medical records are being maintained in accordance with DSS guidelines and provider type; 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; recommends drug policy and regulation changes for agency programs; acts as liaison with other pharmacy programs and associations; 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 (CT-HR-12). The CT-HR-12 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:

Maria L. Taylor, Principal Human Resources Specialist
Department of Social Services
25 Sigourney Street – 12th Floor
Hartford, CT 06106

Fax: (860) 951-2979

APPLICATIONS MUST BE RECEIVED BY MONDAY, JUNE 25, 2012 CLOSE OF BUSINESS

An Equal Opportunity / Affirmative Action Employer