

Looking for Suitable Pharmacists to Join US

Criteria to be a PSS Volunteer:

- Must be a PSS Member
- Committed
- Responsible
- Enthusiastic
- Innovative and Creative
- Frequency of meeting : 4 to 6 times yearly
- Requirement on attendance of meeting : Min. 80%
- Terms of commitment : Min. 2 years

PSS Media And Communications Committee

Objectives of PSS Media And Communications Committee

- The PSS Media and Communications Committee (MCC) is responsible for promoting PSS and the pharmacy profession to the general public and key stakeholders through omni-channel publicity, social and mainstream media in order to:
- Build PSS / Pharmacist's image as a provider of trusted source of current, relevant and accurate medication related information.
- Position PSS as the society which brings the best out of the profession.

Responsibilities of PSS Media And Communications Committee (Members)

- Coordinate media invites and media releases for all PSS events and initiatives.
- Handle media personnel on day of PSS events (where applicable).
- Initiate and coordinate responses to media queries relating to PSS or Pharmacy profession related issues as highlighted by the media.
- Support internal and public outreach through social media, the PSS website, Ebulletin, and the planning of engagement programmes.

PSS Community Chapter

Objectives of PSS Community Chapter

- To establish the professional practice of community pharmacist.
- To improve health outcomes for patients by increasing access to preventive care by community pharmacist in the management of minor ailments, as well as chronic conditions.
- To enhance and promote the role of community pharmacist as the trusted and accessible healthcare professional of choice, fostering collaborative care to promote health.

Responsibilities of PSS Community Chapter (Chairperson / Vice-Chairperson)

- Develop the work plan for the chapter/committee. The work plan shall be aligned with the PSS strategic plans and priorities
- Prepare the budget for the financial year
- Manage and monitor the schedule and progress for projects and deliverables
- Routinely provide updates to the PSS ex-officio

Responsibilities of PSS Community Chapter (Members)

- Provide and share their expertise and experience;
- Review project materials and provide comments promptly;
- Accord priority to attend all meetings and be appropriately prepared;
- Complete all necessary assignments prior to each meeting; and
- Disseminate relevant information to their institutions after each meeting and gather information/feedback as practicable prior to the next meeting.

PSS Deprescribing Work Group

Objectives of PSS Deprescribing Work Group

- Promote sharing of best practices and collaborate and/or support research initiatives that aim to reduce the negative impact of polypharmacy.
- Drive and coordinate deprescribing initiatives as appropriate nationwide
- Consolidate outcomes from various deprescribing initiatives and feature these at the national level.
- Provide a platform for networking amongst different institutions.
- Create awareness of polypharmacy issues and support inter-professional education on safe deprescribing.

Responsibilities of PSS Deprescribing Work Group (Chairperson)

- Be the liaison between the workgroup and PSS Exco
- Update PSS Exco and produce briefing materials and reports.
- Request for funding from the PSS Exco for proposed deprescribing initiatives/activities.
- Conduct public events in collaboration with the Pharmacy Week Committee or Public Education Committee; if necessary, to engage the community.
- Effectively manage the scope and schedule of the work group.

Responsibilities of PSS Deprescribing Work Group (Members)

- Provide and share their expertise and experience;
- Review project materials and provide comments promptly;
- Accord priority to attend all meetings and be appropriately prepared;
- Complete all necessary assignments prior to each meeting; and
- Disseminate relevant information to their institutions after each meeting and gather information/feedback as practicable prior to the next meeting.

PSS Infectious Diseases – Special Interest Group (ID-SIG)

Objectives of PSS Infectious Diseases – Special Interest Group (ID-SIG)

- Engage ID pharmacists in Singapore to promote collaboration and as a networking platform
- Showcase role model ID pharmacists to inspire junior pharmacists
- Be the resource channel for ID related matters and enquiries

Responsibilities of PSS Infectious Diseases – Special Interest Group (ID-SIG) (Chairperson / Co-Chairperson)

- Develop the work plan / initiatives for ID-SIG. The work plan should be aligned with the PSS strategic plans and priorities
- Prepare the budget for the financial year
- Manage and monitor the schedule and progress for projects and deliverables
- Provide regular updates to the PSS ex-officio or as requested

Responsibilities of PSS Infectious Diseases – Special Interest Group (ID-SIG) (Members)

- Provide and share their expertise and experience;
- Review project materials and provide comments promptly;
- Accord priority to attend all meetings and be appropriately prepared;
- Complete all necessary assignments prior to each meeting; and
- Disseminate relevant information to their institutions after each meeting and gather information/feedback prior to the next meeting.

PSS ILTC Pharmacists Workgroup

Objectives of PSS ILTC Pharmacists Workgroup

1. Standardising pharmaceutical care practices within the workgroup by
 - (a) Acting as a platform for health information and pharmaceutical care knowledge exchange
 - (b) Creating and sharing standard operating procedures
 - (c) Offering standardised training framework for workgroup members
 - (d) Upskill team members on their capability to deliver best pharmaceutical practices

2. Drive pharmaceutical care initiative / practice standards in ILTC sector through
 - (a) Promoting collaboration with various stakeholders to develop quality or improvement projects
 - (b) Providing medication related training to the ILTC healthcare professionals and care staff
 - (c) Providing advisory support to ILTC partners

Responsibilities of PSS ILTC Pharmacists Workgroup (Chairperson / Co-Chairperson)

- Develop the work plan for the workgroup. The work plan shall be aligned with the PSS strategic plans and priorities
- Prepare the budget for the financial year
- Manage and monitor the schedule and progress for projects and deliverables
- Routinely provide updates to the PSS ex-officio
- Represent the workgroup at the request of PSS (eg: local and overseas congress)

Responsibilities of PSS ILTC Pharmacists Workgroup (Members)

- Provide and share their expertise and experience;
- Review project/CE materials and provide comments promptly;
- Accord priority to attend all meetings and be appropriately prepared;
- Complete all necessary assignments prior to each meeting; and
- Assist with administrative tasks and other activities for the workgroup
- Disseminate relevant information to their institutions after each meeting and gather information/feedback as practicable prior to the next meeting. (unless otherwise stated, the intellectual property of the workgroup is not to be disseminated to non-members of the workgroup)

PSS Industry Chapter

Objectives of PSS Industry Chapter

- To reach out and engage pharmacists working in the industry.
- To be the professional platform for continual education talks, skills upgrade modules and mentorship pairing.
- To cultivate a sense of belonging to pharmacists working in the industry.

Responsibilities of PSS Industry Chapter (Chairperson)

- Develop the work plan for the chapter/committee. The work plan shall be aligned with the PSS strategic plans and priorities
- Prepare the budget for the financial year
- Manage and monitor the schedule and progress for projects and deliverables
- Routinely provide updates to the PSS ex-officio

Responsibilities of PSS Industry Chapter (Members)

- Provide and share their expertise and experience;
- Review project materials and provide comments promptly;
- Accord priority to attend all meetings and be appropriately prepared;
- Complete all necessary assignments prior to each meeting; and
- Disseminate relevant information to their institutions after each meeting and gather information/feedback as practicable prior to the next meeting.

PSS Membership Committee

Objectives of PSS Membership Committee

- Encourage all registered pharmacists in Singapore to become members of PSS, enabling the society to be an active voice for the Pharmacy profession
- Organize activities to engage PSS members and provide networking opportunities for our members

Responsibilities of PSS Membership Committee

- Develop the work plan for the membership committee. The work plan should be aligned with the PSS strategic plans and priorities and focus on membership recruitment
- Prepare the budget for the financial year for membership activities
- Manage and monitor the schedule and progress for projects and deliverables
- Provide regular updates to the PSS ex-officio or as requested

PSS Pharmacy Week Organizing Committee

Objectives of PSS Pharmacy Week Organizing Committee

- Ensure that the event provides a high-quality patient education programme, produces suitable promotional materials, maintains financial security and promote the awareness of the pharmacy profession.
- Ensure the event meets the requirements and success criteria as determined by the Pharmaceutical Society of Singapore.

Responsibilities of PSS Pharmacy Week Organizing Committee (Chairperson / Co-Chairperson)

- Develop the work plan for Pharmacy Week. The work plan should be aligned with the PSS strategic plans and priorities
- Prepare the budget for the financial year
- Manage and monitor the schedule and progress for projects and deliverables
- Provide regular updates to the PSS ex-officio or as requested

Responsibilities of PSS Pharmacy Week Organizing Committee (Members)

- Provide and share their expertise and experience;
- Review project materials and provide comments promptly;
- Accord priority to attend all meetings and be appropriately prepared;
- Complete all necessary assignments prior to each meeting; and
- Disseminate relevant information to their institutions after each meeting and gather information/feedback prior to the next meeting.

PSS Professional Education Chapter

Objectives of PSS Professional Education Chapter

- To organise quality Continuing Pharmacist Education (CPE) as well as training programmes for Pharmacists in Singapore
- To develop and provide comprehensive Continuing Pharmacist Education programmes or events (along with other PSS chapters) suited for pharmacists from various sectors of practice

Responsibilities of PSS Professional Education Chapter (Chairperson / Co-Chairperson)

- Develop the work plan for the chapter/committee. The work plan shall be aligned with the PSS strategic plans and priorities
- Prepare the budget for the financial year
- Manage and monitor the schedule and progress for projects and deliverables
- Routinely provide updates to the PSS ex-officio

Responsibilities of PSS Professional Education Chapter (Members)

- Provide and share their expertise and experience;
- Review project materials and provide comments promptly;
- Accord priority to attend all meetings and be appropriately prepared;
- Complete all necessary assignments prior to each meeting; and
- Disseminate relevant information to their institutions after each meeting and gather information/feedback as practicable prior to the next meeting.

PSS Public Education Chapter

Objectives / Responsibilities of PSS Public Education Chapter

- Empower members of the public with appropriate information to be better informed about their own health management (including medication use, disease control and prevention).
- Establish pharmacists' role in public health promotion including promotion of health awareness and well-being, disease prevention and identification of ill health.
- Promote and encourage the public to practice safe and effective self-care in the area of self-medication for minor ailments and playing an active role in the management of chronic diseases.
- To organize events and other nation-wide pharmacy campaigns to promote the above goals.

Responsibilities of PSS Public Education Chapter (Chairperson / Vice Chairperson)

- Develop the work plan for the chapter. The work plan shall be aligned with the PSS strategic plans and priorities.
- Liaise with external parties to coordinate public outreach events
- Manage and monitor the schedule and progress for projects and deliverables
- Routinely provide updates to the PSS ex-officio

Responsibilities of PSS Public Education Chapter (Members)

- Be present at the meetings and contribute ideas/opinions;
- Accord priority to attend all meetings and be appropriately prepared;
- Provide and share their expertise and experience;
- Create and review public outreach event materials, and provide comments promptly;
- Be able to commit to attending public outreach events, and take up the role of leading a team of pharmacists and/or pharmacy student volunteers at public outreach events

PSS Singapore Pharmacy Congress

Objectives of PSS Singapore Pharmacy Congress

- Ensure that the event provides a high-quality scientific programme, produces suitable promotional materials, maintains financial security and meets the needs and comforts of its participants.
- Ensure the event meets the requirements and success criteria as determined by the Pharmaceutical Society of Singapore.

Responsibilities of PSS Singapore Pharmacy Congress (Chairperson)

- Coordinate and manage the committee to ensure success of the event;
- Obtain quotes and present the professional conference organizers to PSS council for selection;
- Prepare the budget and break even analysis for the congress;
- Decide and determine important dates (e.g. registration and abstract opening etc);
- Manage and monitor the schedule and progress;
- Provide regular updates to the PSS Council or as requested.

Responsibilities of PSS Singapore Pharmacy Congress (Members)

- Be present at the meetings and contribute ideas/opinions;
- Provide and share their expertise and experience;
- Review project materials and provide comments promptly;
- Accord priority to attend all meetings and be appropriately prepared;
- Complete all necessary assignments prior to each meeting;
- Disseminate relevant information to their institutions after each meeting and gather information/feedback prior to the next meeting.

PSS Young Pharmacist Chapter

Objectives of PSS Young Pharmacist Chapter

- Encourage young pharmacists to become active PSS members
- Be the resource channel for young pharmacist related matters and enquiries
- Promote collaboration amongst young pharmacists in Singapore and in the region

Responsibilities of PSS Young Pharmacist Chapter (Chairperson)

- Develop the work plan for the Young Pharmacist Chapter. The work plan should be aligned with the PSS strategic plans and priorities
- Prepare the budget for the financial year
- Manage and monitor the schedule and progress for projects and deliverables
- Provide regular updates to the PSS ex-officio or as requested

Responsibilities of PSS Young Pharmacist Chapter (Members)

- Provide and share their expertise and experience;
- Review project materials and provide comments promptly;
- Accord priority to attend all meetings and be appropriately prepared;
- Complete all necessary assignments prior to each meeting; and
- Disseminate relevant information to their institutions after each meeting and gather information/feedback prior to the next meeting.

PSS Hospital Chapter

Objectives of PSS Hospital Chapter

- Engage hospital pharmacists in Singapore to promote collaboration and as a networking platform
- Showcase role model hospital pharmacists to inspire junior pharmacists
- Be the resource channel for hospital pharmacist related matters and enquiries

Responsibilities of PSS Hospital Chapter (Chairperson / Vice Chairperson)

- Develop the work plan for the hospital chapter in alignment with PSS Strategic Plans & Priorities
- Prepare the budget for the financial year
- Manage & monitor the schedule & progress for projects & deliverables of the Hospital Chapter
- Provide regular updates to PSS ex-officio &/or Council as requested

Responsibilities of PSS Hospital Chapter (Members)

- Provide and share their expertise and experience;
- Review project materials and provide comments promptly;
- Accord priority to attend all meetings and be appropriately prepared;
- Complete all necessary assignments prior to each meeting; and
- Disseminate relevant information to their institutions after each meeting and gather information/feedback prior to the next meeting.

**MEDICATION THERAPY
MANAGEMENT (MTM)
TRAINING PROGRAMME /
WORKGROUP**

Objectives of MTM Training Programme / Workgroup

- Advance public health and patient care through improved medication use
- Provide clinical and skills training to pharmacists to enhance the provision of MTM services
- Encourage public education and engagement in the prevention and management of medical conditions through pharmacological and non-pharmacological measures
- Share best practices and available national platforms in the provision of MTM services

Responsibilities of MTM Training Programme / Workgroup (Members)

- Conduct training or facilitation for workshops on MTM, for a minimum of one run per year or as scheduled based on training needs.
- Conduct assessment of program participants in the provision of MTM services according to assessment frameworks.
- Conduct analysis of program participants' pre and/or post-training evaluation of learning needs and course contents.
- Develop and/or validate training and/ or learning resources used in the delivery of training, which may include but is not limited to the training curriculum, assessment frameworks, course materials, and e-resources, as specified to you by PSS.
- Review and refine existing training documents, which may include but is not limited to the training curriculum, assessment frameworks, course materials, and e-resources, as specified to you by PSS