Position Summary:
The staff pharmacist is an important member of the pharmacy department. He/she works alongside the Director, Pharmacy Services to set and meet production goals and to ensure each prior authorization is completed on time and in accordance with the individual client’s prior authorization criteria. Staff pharmacists also serve as a drug information resource for MRLoA physicians and reviewers.

Roles:
1. To evaluate prior authorizations for drug appropriateness per formulary criteria
2. To provide cost effective, rational drug therapy and disease state management
3. To provide excellent customer service to health plan clients, practitioners and members
4. To serve as an educational resource regarding drug and clinical information for all internal and external customers
5. To serve as a member of client committees, as requested

Major Responsibilities or Assigned Duties:
1. Perform case reviews for prior authorizations
2. Complete Peer to Peer reviews with healthcare professionals regarding the outcomes of prior authorizations
3. Serve as an active member of client committees, as requested
4. Monitor prescription turnaround time so that internal standards and client performance guarantees are met
5. Serve as a resource for team members for clinical and drug information
6. Assist in implementing programs and process improvements to enhance the level of internal and external customer service provided
7. Recognize and recommend operational improvements
8. Other special projects and tasks as assigned
MEDICAL REVIEW INSTITUTE OF AMERICA, INC.
JOB DESCRIPTION

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Qualifications:

Skills:
1. Ability to work in a fast-paced and high-functioning environment and meet deadlines while managing multiple high priorities
2. Personal computer literacy and high competency in use of Microsoft Word and Excel
3. Strong organizational skills with attention to details
4. Strong oral and written communication skills
5. Well-developed training skills
6. Strong working knowledge of medical insurance terminology and processes
7. Excellent critical thinking capabilities with a strong attention to detail
8. Exceptional customer service skills

Experience:
1. Minimum three years of experience as a Pharmacist preferred
2. Pharmacy Benefit Management experience preferred
3. Medical D experience preferred

Requirements:
1. Pharm.D.
2. Pharmacist license in good standing
3. Texas pharmacist licensure preferred

Environment:
Office environment: Ability to sit at a desk, utilize computer, telephone and basic office equipment
Summary of Revisions

7/2015: Replaced “Lead Pharmacist” with “Director, Pharmacy Services” throughout, Roles, #5; Added; “To serve as a”, Major Responsibilities or Assigned Duties, #3; Added; “Participates as an”, #5; Added; “Serve as”, Experience; Added #3; “Medicare D experience preferred”, Requirements #3; Added; “preferred”.

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Job Description

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