

# HEATHER D. SMITH

## PERSONAL INFORMATION

---

17503 214<sup>th</sup> St., Tonganoxie, Ks 66086

913-850-2410

## EXPERIENCE

---

2013 – Present    Lawrence Memorial Hospital                      Lawrence, KS

*Pharmacy IT Coordinator*

- Oversee yearend inventory and development of spreadsheets and final numbers for the year.
- Work closely with the wholesaler and GPO to verify contract compliance and price verification. Maintain contracts and Market share reports to receive maximum rebates. Attend all GPO meetings. GPO provides four main reports for clients to work with daily, (Price Verification, Failure to Supply, Market Share, and Contract Compliance).
- Oversee all pyxis changes and upgrades.
- Maintain Formulary in all Pharmacy systems to include NDC updates and the build of new products into Cerner and Star.
- Work closely with the IT Pharmacist to update Price Schedules and Multum updates.
- Oversee charge Audits for Oncology, Pain Clinic, TPC and other areas as needed.
- Oversee Employee Pharmacy financials and Inventory

2003 – 2013    Lawrence Memorial Hospital                      Lawrence, KS

*Pharmacy Buyer*

- Oversee all drug inventory for inpatient, & outpatient services for progressive 176 bed hospital, busy oncology center as well as twenty outsource clinics. Assure drug inventory, par levels, and order quantities are set and maintained. Order drugs and supplies from wholesaler and other suppliers; receive orders using electronic barcode scanner and match orders with invoices. Approve and sign off for payment of invoices totaling over \$13 million per year. Manage controlled substance inventory and ordering, including all CII orders. Oversee year end inventory and development of spreadsheets and final numbers for the year. Oversee all product recalls and notification. Work on formulary issues with P & T and upper management, developed new process for non-formulary needs.
- Work closely with the wholesaler and GPO to verify contract compliance and price verification. Maintain contracts and Market share reports to receive maximum rebates. Attend all GPO meetings. GPO

provides four main reports for clients to work with daily, (Price Verification, Failure to Supply, Market Share, and Contract Compliance). First in the GPO region to use all of these appropriately and by doing so saved this facility \$250, 000 the first year.

- Involved in hiring and training of new technicians. Developed and taught sections of Skills day training for pharmacy staff, and training of new employees (nurses) on the pyxis stations. Involved in development of a new technician rotation.
- Implemented ParX on all Pyxis machines located throughout Hospital. This included scanning all products into Pyxis console, cleaning up formulary, training pharmacy personnel, and restructuring of pyxis machines.
- Helped to oversee that the Pharmacy became barcode ready. This was put into place May 2006.
- Implementation of new upgraded 4000 Pyxis Med stations. This included review of all medications in current machines, unload and load of all medications, training on new machines for pharmacy personnel. Review of all invoices and contracts involved with this upgrade.

2002 - 2003      Lawrence Memorial Hospital      Lawrence, KS  
*Certified Pharmacy Technician II*

- Verify pharmacist order entry, fill patient orders and deliver meds to patient floors, IV production including assisting with intrathecal preparations, internal unit dose package production, unit-dose cart fill and secondary checking of cart fill and CUBIE refills, maintain outdates and oversee anesthesia drug control.
- Tech check Tech certified and State registered

*Prior Work experience:*

Certified Pharmacy Technician

2002-2002      Dillon's Pharmacy      Olathe, KS  
2001-2002      Dillon's Pharmacy      Garden City, KS

- Enter patient prescriptions, verify pharmacist order entry, fill and receive prescriptions from patients, verify patient insurance and handle all questions from patients with insurance companies.

*Accounts Receivable Supervisor*

1999-2001      Presta Oil      Garden City, KS

- In charge of maintaining all customer accounts and payments. Oversee 11 individual convenience stores, verify gas transactions and receipts, daily ledgers, and inventory. Maintained and filed monthly the state sales tax reports for all 26 stores.

## EDUCATION

---

Garden City Community College	Garden City, KS
■ Received Associate of Science Degree	
Johnson County Community College	Overland Park, KS
■ Pre-Pharmacy required classes completed	

## ADDITIONAL PROFESSIONAL ACTIVITIES

---

Completed the following courses thru Cerner

Cerner Millennium: Fundamentals 07/13

Cerner Millennium: Building and Maintaining PharmNet 11/13

Cerner Millennium: Building and Maintaining PowerOrders 03/14

Received National Technician Certification November 1998, current

Registered Pharmacy Technician with the state of Kansas since 2005

Attended 9<sup>th</sup> Annual Pharmacy Purchasing Conference in Las Vegas 2005.

Attended 10<sup>th</sup> Annual Pharmacy Purchasing Conference in Las Vegas 2006.

Attended the Cerner Conference in Orlando Florida in 2006, where I gave a presentation on Bar-coding in Small Hospitals.

Attended 11<sup>th</sup> Annual Pharmacy Purchasing Conference in Las Vegas 2007.

Received CII Safe Certification for Pyxis in 2007.

Attended the Strategic National Stockpile Mobil Preparedness Course in 06/07.

Attended KCHP yearly meetings from 2009 – 2013

Attend all Vizient (GPO) meetings annually

## PROFESSIONAL MEMBERSHIPS

---

APhA member since 1999

KSHP board member since 2007- 2008

KCHP board member 2008 – 2012

INTERESTS

---

I love to travel, read and spend time with family.

REFERENCES

---

Upon request