

# Melanie Dorey R.Ph.T

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## Current Employment

### **CriticalPoint LLC**

*(Totowa, New Jersey, USA)*

Management Consultant

2015-Present

- Advise management on best practices for performing pharmacy compliance inspections
- Provide optimal suggestions for training at compounding facilities throughout the United States
- Write up report and verbally discuss with management the changes required in their compounding practice and training material for their employees
- Consult on e-learning curriculum and content for nonsterile and sterile compounding with Chief Development Officer
- Analyze e-lessons for accuracy and provide written feedback to Chief Development Officer and Instructional Design Technician

Reviewing Elesson content as a Subject Matter Expert

2015-

- Review mathematics equations for accuracy
- Work with Instructional Design personnel to identify glitches or content errors
- Review Post Test for correctness
- Work with other subject matter experts to verify accuracy of information
- Update content to reflect new regulatory requirements

Subject Matter Expert Aseptics

2015-

- Create aseptic manipulation exercises to mimic real life scenarios
- Create and edit aseptic videos for teaching purposes
- Create power points for elesson and lectures
- Create and review post test questions
- Create labs for in class teaching
- Review and update Standard Operating Procedures

Aseptic Technique Expert

2017-

- Travel to Critical Point Center for Training and Research in NJ for public speaking engagements on Aseptic Technique.

Nonsterile compounding Subject Matter Expert

2018-

- Develop content for 11 elessons on nonsterile compounding
- Work with the Instructional Designer on creating interactive elessons
- Create and Verify Post Tests

# CHEO (Children's Hospital of Eastern Ontario)

## Pharmacy Dept.

(Ottawa, Ontario, Canada)

Registered Pharmacy Technician

May 2006 –

### ➤ General Duties:

- CIVA Room: (sterile preparation room)
  - Follow cleaning processes and procedures for hoods and ISO Class 7 and 8 sterile room
  - Prepare unit dose IVs in ISO Class 5 PEC following all rules associated with proper aseptic technique and USP 797
  - Prepare sterile manufacturing (PFS, minibags, KCL solutions)
  - Participate in MFU and QA testing
  - Set up and work with BAXA pump EM2400
  - TPN order entry (Abacus)
  - TPN preparation
  - Prepare chemotherapy products in the oncology satellite (negative pressure clean room) in the biohazard vertical flow hood.
- Dispensary:
  - Part of the order entry team
    - EPIC Willow
    - RXWorks
    - GE Centricity 9.0
  - Fill prescription with Unit Dose system (oral solids and liquids)
  - Narcotic issuing and distribution
  - Delivery of medications to the inpatient and outpatient units
  - Produce non sterile recipes (powders, creams, suspensions, PreFilled oral syringes using a BAXA repeater pump)

### ➤ Specialized Teams:

- Epic Pharmacy Resource: 2017
  - Work under the supervision on BSA doing Data Entry
  - Medication Cabinet new inventory entries
  - Inventory medication pricing
  - Scanning Inventory into new pharmacy computer system
- Preceptor for New Employees in the Pharmacy Dept. 2011-2016
  - Create a training plan for new employee at CHEO
  - Ensure complete documentation of all training documents
  - Complete checklist with new employee to confirm all training is complete.
  - Work directly with Pharmacy Supervisor and Pharmacy Manager to follow up with new employee's progress and discuss further action.
- Junior Inventory Controller 2009-2017
  - Responsible for the Special Access Program (Forms and LOA)
  - Responsible for placing Purchase Orders
  - Responsible for active inventory control in the Pharmacy
  - Maintain the catalogue in our computer system

- Involved in Medbuy Contract renewals and updates
  - RXWorks Super User
  - Participate in yearly Physical Inventory Count
- CIVA Team Lead 2014- 2016
  - Staying up to date with the changing standards and guidelines
  - Updating Policy and Procedure Manuals
  - Preceptor for new employees in CIVA
  - Responsible of maintaining the quality of work in CIVA
  - Responsible for QA testing
- Pharmacy Billing Technician: 2012 - 2015
  - Responsible for preparing invoices for finance dept.
  - Data entry and book keeping for Pharmacy outpatient billing
  - Invoicing government funded medication programs
  - Applying for compassionate supply of medications for pediatric patients
- Medication Reconciliation Team 2008-2009
  - Responsible for obtaining the Best Possible Medication History for patients admitted at CHEO
  - Reconciling the medication history with the retail Pharmacy
  - Reviewing the completed Medication History with the clinical Pharmacist
- Research Technician 2008-2010
  - Work directly with the Research Pharmacist on active studies at CHEO Research Institute
  - Read and Interpret the research protocols
  - Create research documents for the Pharmacy Dept (working documents, estimates for the researchers, invoices)
  - Educate other Pharmacy team members on the new and upcoming studies.
- Critical Care Pharmacy Satellite 2010-2015
  - Prepare all stat oral and intra-venous medications for the PICU and NICU
  - Assist the pharmacist to codes and draw up all medications needed for the patient
  - Responsible for the function of the satellite pharmacy (checking exp dates, manage the Medselect cabinet on the PICU and NICU wards, stock the cabinets, stock the satellite, etc...)
- Pharmacy Social Team 2007 - 2015
  - Encourage Team Morale in the Pharmacy
  - Host multiple external and internal social events
  - In charge of the Tuck Shop
  - Social Team Treasurer
- Interview Team 2010-2015
  - Participate in a 3-step interview process to identify strengths and weaknesses of the potential candidates by making them participate in a sterile competency evaluation

## **La Cité Collégiale**

*(Ottawa, Ontario, Canada)*

Pharmaceutical Consultant

2013, 2018 and 2019

- Make recommendations for updates to curriculum based on National Standards and Best Practice Procedures through lectures and written documentation
- Analyze teaching materials and compounding documentation
- Indicate which procedures need to be reviewed and updated
- Review teaching materials and provide written data for required changes

Part-time teacher in the Pharmacy Technician Program

2010-2015

- Teach the students the Sterile Preparation Class over 2 semesters and how to follow USP 797 and 800 standards
- Teach the intricacies of aseptic manipulation
- Upgrade all course content (class notes and teaching PPTX slides) to match recent technologies and standards
- Work directly with the course coordinator on placing the students in hospital coop environments
- Correct all exams and homework
- Help students career plan and prepare for their licensing exam

## **Equine Canada Certified Horseback Riding Instructor**

**2010-**

*(Ottawa and surrounding areas)*

Freelance Instructor

2016 -

- Go to multiple facilities and clients to teach riding lessons
- Promote safe riding environment
- Teach Rider Level requirements to pass testing
- Teach men, women and children of all ages
- Promote positive bond between student and horse

Stone Meadows Equestrian Center

2010-2016

- Introduce the students to horses and the stable rules
- Promote safe riding environment
- Responsible for invoicing students
- Responsible for weekly schedule
- Teach men, women and children of all ages
- Promote positive bond between student and horse

## **Continuing Education**

Best Practice for Environmental Monitoring Critical Point Center for Training and Research Totowa, NJ	May 2019
Core Skills Training for Nonhazardous, Sterile to Sterile Compounding with Best Practice for Handling Hazardous Drugs Critical Point Center for Training and Research Totowa, NJ	Apr 2019
Critical Point QP503A Certification Critical Point Center for Training and Research Totowa, NJ	May 2018
Sterile Compounding Aseptics Refresher Course Critical Point Center for Training and Research Totowa, NJ	Apr 2017
Critical Point USP 797 Boot Camp and Best Practice for Handling Hazardous Drugs Critical Point Center for Training and Research Totowa, NJ	Nov 2016
Critical Point USP 797 Boot Camp Baxter Star Center (Denver (Parker), Colorado)	May 2014
Licensed Pharmacy Technician Ontario College of Pharmacist (Ottawa, Ontario)	Nov 2013
National Licensing Exam Pharmacy Examining Board of Canada (Ottawa, Ontario)	Nov 2013
Certificate Equine Instructor for Beginners Equine Canada and Ontario Equestrian Federation National Coaching Certification Program (Ottawa, Ontario)	May 2011
First Aide Certificate (Level A CPR) St. John Ambulance (Ottawa, Ontario)	Always up to date

Pharmacy Technician Conference (2 days) Feb 2009  
Humber College  
(Toronto, Ontario)

Certification Exam Oct 2008  
Ontario College of Pharmacist  
(Ottawa, Ontario)

Compliance Tools and Aseptic Certification for USP 797 Sept 2008  
Baxa Star Center  
(Denver, Colorado)

**Education:**

Pharmacy Technician Program (2 yr College Diploma) 2004-2006  
La Cite Collégiale  
(Ottawa, Ontario)

French Catholic Public High School Diploma 2000-2004  
Louis-Riel  
(Ottawa, Ontario)

**Languages:**

Bilingual (French and English)