

1 Overview

To provide technical and medical information to healthcare professionals, consumers and internal staff on a wide range of products and therapeutic areas.

2 Qualifications

Tertiary qualification in Pharmacy or the Life Sciences, preferably with a major in pharmacology, microbiology or biochemistry. Science/law degrees may be considered

3 Salary Range

Permanent \$50 000 - \$110 000 pa

Contract \$45.00 - \$65.00 ph

4 Previous Positions

- MIA
- Pharmacist
- Drug Information Pharmacist in a hospital
- PhD graduate for entry level role

7 Typical Responsibilities

- Provide technical/medical information to doctors, pharmacists and other healthcare professionals
- Liaise with patients/consumers to ensure the optimal use of company products
- Provide technical advice and information within the company on new and existing products
- Maintain the enquiry database and reference databases
- Review literature and disseminate information
- Develop and maintain a current knowledge of products and disease states
- Medical Inquiries/Complaints and Pharmacovigilance
 - Assist with compliance for reporting adverse events to regulatory authorities in Australia and New Zealand. Responsible for reporting adverse events Respond to and maintain records of all medical inquiries, adverse event reports and other medical complaints in a timely fashion
 - Keep Scientific Affairs management and Marketing personnel informed of medical complaints, adverse reactions etc. which may have regulatory/medical implications.
- Medical Information
 - Conduct literature searches for Sales & Marketing, Clinical Research, Regulatory Affairs and specific KOL's. Develop specialist knowledge regarding the body of medical/scientific information for all company and competitor products. Face to face meetings with key accounts to support the sales team as required.
 - Establish and maintain Medical Information library. Disseminate medical / scientific information in a timely manner.
 - Continually review current administrative systems used within medical information and implement upgrades if increase efficiency and improved data management can be achieved. Identify the nature of information from the database that would be useful for marketing and scientific affairs in monthly reports.
 - Medical writing support for sales and marketing promotional material.
 - Sales team training: assist sales and marketing groups in training new sales representatives; develop training material sales teams. Attendance of sales conferences as required to provide ongoing training.
- Product Information, Data Sheets, Consumer Medicine Information and Corporate Data Sheets

Skills Dictionary: Medical Information Assoc, (Pharmacist) + Pharmaceutical + *Career Progression*

5 Industry Background

- Retail pharmacy
- Hospital pharmacy
- Pharmaceutical company
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6 Career Progression

- Senior MIA
- Medical Marketing
- Medical Science Liaison
- Medical Affairs Associate
- Medical Communication
- Medical Information Manager

Medical Information Associate (MIA)



- Maintain currency of products listed in medical compendia i.e. MIMS, PPGuide, New Ethicals, A-Z Dex as well as supervise the electronic distribution of these documents.
- Promotional Material
 - Assist Marketing and Scientific Affairs departments in review of promotional material to ensure compliance with relevant Codes of Conduct (APMA, PMAA, TGA, RMI, NMA) and legislation.