

JOB DESCRIPTION

JOB DETAILS	
Job Title	Rotational Dietitian
Reports to	Band 7 Nutrition Team Dietitian
Band	5
Department/Directorate	Dietetics / Specialist & Support Services

JOB PURPOSE
<p>To work as a member of the dietetic team.</p> <p>To provide a professional, high quality dietetic service to patients of Royal Devon University Healthcare NHS Foundation Trust. This includes in-patients across several specialities such as general medicine, general surgery, stroke rehabilitation, and orthopaedics. Also, this includes regular outpatient sessions.</p> <p>To participate in training of student Dietitians from the University of Plymouth while on placement with the trust.</p> <p>To provide regular education sessions.</p> <p>To work with all grades of healthcare staff.</p> <p>To participate in the development of the dietetic department and service.</p>

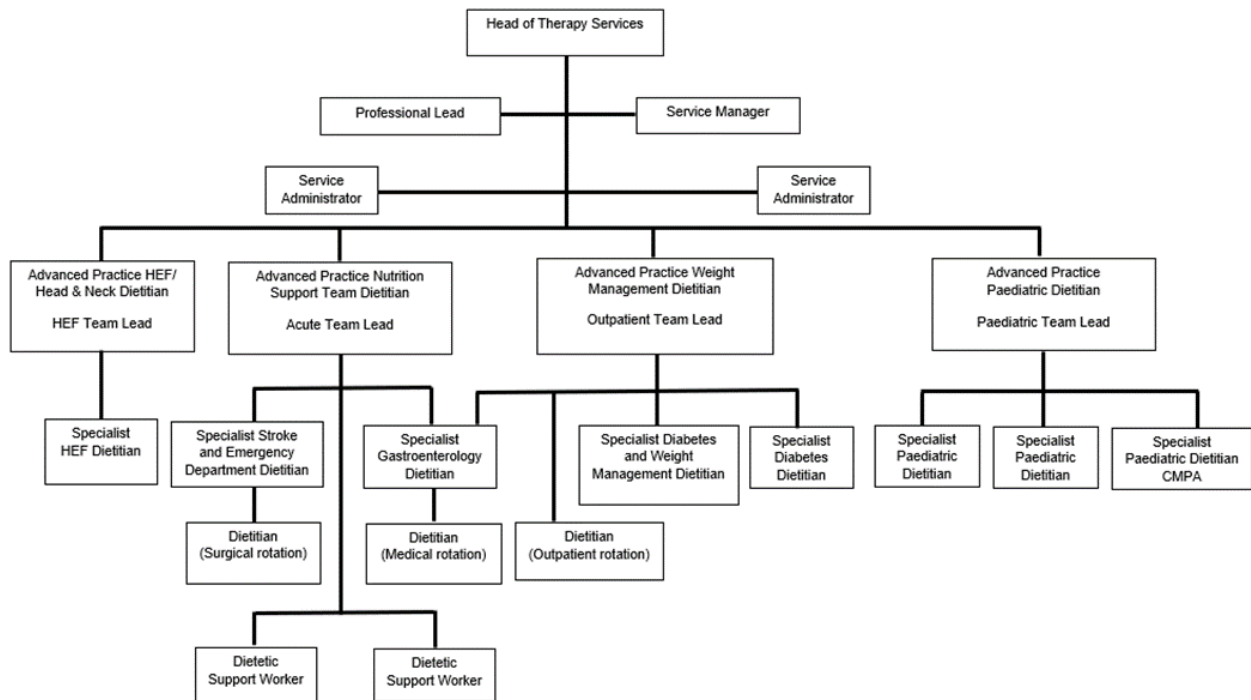
KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES
<p>The Dietitian will be based at North Devon District Hospital.</p> <p>They will have responsibility for inpatients on several wards and/or outpatient clinics dependant on the rotation.</p> <p>Education sessions: groups of patients and/or staff</p> <p>Student Training: The department takes approximately 6 students per year on clinical placements of 3 or 12 weeks.</p> <p>The post holder will fulfil all tasks and work as part of a team to meet the needs of the service, the post holder may be required to work in other areas as appropriate as directed by the line manager.</p>

KEY WORKING RELATIONSHIPS
<p>To work as part of the dietetic team, under supervision of Band 7 dietitian.</p> <p>To liaise with the Catering Department to ensure that appropriate nutrition support is provided – particularly for patients receiving prescribed therapeutic diets.</p> <p>To deal effectively with staff of all levels throughout the Trust, the wider Healthcare community, external organisations and the public. This will include verbal, written and electronic media.</p>

Of particular importance are working relationships with:

Internal to the Trust	External to the Trust
<ul style="list-style-type: none"> • Wider MDT • Catering department • Carers 	<ul style="list-style-type: none"> • Wider MDT • GP's •

ORGANISATIONAL CHART



FREEDOM TO ACT

To manage time effectively in order to meet the requirements of the dietetic service.

To work as an autonomous practitioner in order to provide a high-quality service to an agreed standard for allocated patients, which may involve complex nutritional therapy.

To recognise professional limitations and seek assistance on a second opinion on a timely basis.

COMMUNICATION/RELATIONSHIP SKILLS

To impart information to patients that may be sensitive and in situations that could be challenging and psychologically disturbing and may involve overcoming a range of barriers to communication.

To have the negotiation skills needed to motivate and negotiate dietary change.

To educate, support and direct patients by prescribing and advising on therapeutic dietary regimens, which may involve significant and continuous lifestyle changes. To develop the appropriate supporting resource materials to support this.

To ensure that there is continuing understanding by using a variety of evaluation strategies and adapting communication techniques if necessary.

To communicate effectively with all levels of health professionals regarding the nutritional care of individual patients.

To have the understanding and the ability to translate nutritional concepts into practical everyday terms for patients, staff and professional colleagues of all levels.

To liaise with the Catering Department to ensure that appropriate nutrition support is provided – particularly for patients receiving prescribed therapeutic diets.

To work on a dynamic and collaborative basis with all grades of healthcare staff to ensure timely, consistent and appropriate nutrition and dietetic service provision for patients.

ANALYTICAL/JUDGEMENTAL SKILLS

To review and interpret blood biochemistry results in order to monitor the safety and efficacy of enteral feed in hospital, and facilitate amendments to the feed prescription where appropriate.

PLANNING/ORGANISATIONAL SKILLS

To organise, manage and prioritise an identified clinical workload which includes:

- Managing individual patient caseload safely and effectively.
- Undertaking nutritional assessment using specialist equipment if necessary.
- Estimating nutritional requirements.
- Considering the range of nutritional treatment options.
- Formulating a safe nutritional treatment plan.
- Negotiating implementation of the prescribed treatment.
- Monitoring the effects of the prescribed treatment making any necessary changes.
- Reviewing and discharging / handing over care of the patient following local guidelines and procedures.
- Organising follow-up arrangements according to agreed guidelines and procedures.
- Managing and responsible for any risks inherent in clinical decision making.
- Maintaining all patient records in line with local and national standards.
- Evaluating critically any developments in practice and bring these to the attention of dietetic colleagues and the line manager.
- Providing detailed information for legal purposes if required to do so.

PATIENT/CLIENT CARE

To provide high quality and comprehensive dietetic assessment and advice to appropriately referred inpatients on allocated wards at NDDH, notably general medical, general surgery, care of the elderly and orthopaedics when on an inpatient rotation.

This involves receiving and interpreting a variety of complex and non-complex information whilst using own initiative and judgement to decide on the most suitable dietetic intervention for a patient, which can change on a regular basis. There may be barriers to overcome such as communicating with distressed patients and relatives, mentally ill and deaf patients, using persuasive and motivational skills to ensure patients follow their dietetic care plan. This work can also involve dealing with emotional circumstances e.g. terminally ill patients and their relatives. This also involves having to regularly show empathy.

To provide general out-patient clinics for the assessment and review of adults referred with chronic conditions including obesity, hypercholesterolaemia, diabetes mellitus or oral nutrition support. And gastroenterology triage clinics to newly diagnosed Irritable bowel syndrome, coeliac disease and stable inflammatory bowel disease when on outpatient rotation.

This involves educating and supporting patients by using persuasive and negotiating skills to advise on therapeutic dietary regimens, which may involve significant and continuous lifestyle changes.

To be flexible and to undertake any similar or related duties, which do not fall within the work outlined, as reasonably requested by the Head of Service. To participate in providing cover for other members of staff (non-clinical and clinical) during periods of staff absence or leave, or during workload pressures

POLICY/SERVICE DEVELOPMENT

To adhere to relevant Trust, Departmental and other appropriate policies, standards, guidelines and protocols.

To comment on policy development which impinges on own area of work.

To manage a self-directed programme (related to the post) of CPD by undertaking peer review, liaising with colleagues, attending agreed and appropriate meetings and reviewing the current literature.

To record evidence of CPD in personal portfolio.

To undertake regular reflective practice.

To attend and contribute to regular professional development meetings held with the department.

To participate in the development and review process to identify progress and future professional needs.

To contribute to professional dietetic meetings and other forums at local, regional and national level as appropriate.

To act as an ambassador for the dietetic profession on all occasions.

To raise the dietetic profile within the Trust by contributing to organisational initiatives outside the profession and report dietetic successes and achievements.

To participate in the development of the Nutrition and Dietetic Department and its service. As well as regularly attend and participate in departmental staff meetings

Responsibility for Financial and Physical Resources

To participate in the ordering of enteral feeding products/associated disposable plastics if required.

HUMAN RESOURCES

To undertake formal and informal education sessions to patients and other health professionals.

Robust education/training programmes should be provided. This includes discussing, ascertaining and advising about the education/training needs of a range of clients including patient groups, students and other healthcare professionals. Learning Outcomes and other programme requirements are specified and tailored to meet identified needs. The content and delivery of the identified programme is planned, co-ordinated and delivered using a wide range of teaching strategies appropriate to the clients' needs. The outcome of the programme is evaluated in consultation with the attendees and their supervisors / managers. Any ongoing programme is monitored and reviewed.

To complete the Clinical Supervisory Skills course and then to be actively involved in and contribute to the training of student dietitians during their clinical placement within the dietetic department. This includes planning student's timetable for the time supervising.

To undertake and support others in clinical supervision.

INFORMATION RESOURCES

To review, update and develop patient resources (e.g. dietary information leaflets) using current evidence-based information.

To collect data to conform to local and national requirements.

To use basic IT applications for patient data/ clinic management. Word processing and PowerPoint skills for correspondence, the production of educational resources and presentations.

Computer ordering of enteral feeding stock.

RESEARCH AND DEVELOPMENT

To participate in any research/ audit projects undertaken within the department of Nutrition and Dietetics and in conjunction with other departments.

PHYSICAL SKILLS

Ability to attend wards and/or clinical areas and use a computer to type assessment notes.

PHYSICAL EFFORT

Sitting at desk for long periods, at computer or in clinic.

Standing for extended periods during the day (clinic or ward)

Reaching items from high shelves in office.

MENTAL EFFORT

To carry a hospital bleep at all times whilst at work, and respond promptly to any calls.
Calculate patient's requirements

Work in busy surroundings- shared office/ward.

Ability to manage a workload, which can be intense, varied, and unpredictable requiring concurrent concentration.

Maintain professional and emotional safety.

EMOTIONAL EFFORT

To deal with patients who are distressed, have received bad news or are terminally ill, on a regular basis.

To motivate people who need to make lifelong behavioural changes.

WORKING CONDITIONS

Minimises risk to self and others by having an understanding of and observing Trust-wide Health and Safety procedures and protocols. Minimises risk of opportunistic infections / exposure to bodily fluids generated through the clinical workload.

Frequent exposure to unpleasant smells on wards

OTHER RESPONSIBILITIES

Take part in regular performance appraisal.

Undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling

Contribute to and work within a safe working environment

You are expected to comply with Trust Infection Control Policies and conduct him/herself at all times in such a manner as to minimise the risk of healthcare associated infection

As an employee of the Trust, it is a contractual duty that you abide by any relevant code of professional conduct and/or practice applicable to you. A breach of this requirement may result in action being taken against you (in accordance with the Trust's disciplinary policy) up to and including dismissal.

You must also take responsibility for your workplace health and wellbeing:

- When required, gain support from Occupational Health, Human Resources or other sources.
- Familiarise yourself with the health and wellbeing support available from policies and/or Occupational Health.
- Follow the Trust's health and wellbeing vision of healthy body, healthy mind, healthy you.
- Undertake a Display Screen Equipment assessment (DES) if appropriate to role.

DISCLOSURE AND BARRING SERVICE CHECKS

This post has been identified as involving access to vulnerable adults and/or children and in line with Trust policy successful applicants will be required to undertake a Disclosure & Barring Service Disclosure Check.

GENERAL

- This is a description of the job as it is at present constituted. It is the practice of this organisation periodically to examine employees' job descriptions and to update them to ensure that they relate to the job as then being performed, or to incorporate whatever changes are being proposed. This procedure is jointly conducted by each manager in consultation with those working directly to him or her. You will, therefore, be expected to participate fully in such discussions. It is the organisations' aim to reach agreement to reasonable changes, but if agreement is not possible management reserves the right to insist on changes to your job description after consultation with you.
- We are committed to serving our community. We aim to co-ordinate our services with secondary and acute care.

- We aim to make all our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so. We will share our knowledge with neighbouring healthcare agencies and professionals.
- We recruit competent staff whom we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will pay staff fairly and recognise the whole staff's commitment to meeting the needs of our patients.
- The Trust operates a 'non smoking' policy. Employees are not able to smoke anywhere within the premises of the Trust or when outside on official business.
- All employees must demonstrate a positive attitude to The Trust's equality policies and Equality Scheme. Employees must not discriminate on the grounds of sex, colour, race, ethnic or national beliefs, marital status, age, disability, sexual orientation, religion or belief and will treat patients, colleagues and members of the public with dignity and respect.
- If the postholder is required to travel to meet the needs of the job, we will make reasonable adjustments, if required, as defined by the Disability Discrimination Act.

STAFF HEALTH AND WELLBEING

You must take responsibility for your workplace health and wellbeing:

- Be physically active at work (i.e. take breaks away from your desk, taking the stairs where possible)
- When required, gain support from Occupational Health, Human Resources or other sources.
- Familiarise yourself with the health and wellbeing support available from policies and/or Occupational Health.
- Follow the Trust's health and wellbeing vision of healthy body, healthy mind, healthy you.

If you are a line manager, in addition to the above, it is expected you will:

- Champion health and wellbeing.
- Encourage and support staff engagement in delivery of the service.
- Encourage staff to comment on development and delivery of the service.
- Ensure during 1:1's / supervision with employees you always check how they are.

HEALTH AND SAFETY AT WORK

The employer will take all reasonably practical steps to ensure your health, safety and welfare while at work. You must familiarise yourself with the employer's Health & Safety policy, and its safety and fire rules. It is your legal duty to take care for your own health and safety as well as that of your colleagues.

INFECTION CONTROL - ROLE OF ALL STAFF

It is the responsibility of all members of staff to provide a high standard of care to patients they are involved with. This includes good infection prevention practice.

All staff have a responsibility to comply with Infection Prevention and Control policies and procedures, this includes:

- Attending mandatory and role specific infection prevention education and training.
- Challenging poor infection prevention and control practices.
- Ensuring their own compliance with Trust Infection Prevention and Control policies and procedures for example, standard precautions, hand hygiene, prevention & management of inoculation incidents

CONFIDENTIALITY

You may not process or disclose any information of a confidential or personal nature relating to the employer or in respect of which the employer has a duty of confidence to any third party other than where you are obliged to disclose such information in the proper course of your employment or as required by law. Any failure to comply with this term of your employment will be treated as an act of misconduct under the employer's disciplinary procedure.

SAFEGUARDING

To be fully aware of and understand the duties and responsibilities arising from the Children's Act 2004 in relation to child protection and safeguarding children and young people as this applies to the worker's role within the organisation.

To also be fully aware of the principles and practice of safeguarding applies to adults, in line with The Care Act 2014, in relation to the worker's role, which will include recognising the types and signs of abuse and neglect.

The worker's line manager should be made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding adults and/or child protection.

Everyone within Northern Devon Healthcare Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of adults, at risk of abuse / neglect, and children and young people ensuring that they are protected from harm.

Northern Devon Healthcare Trust ensures that the Trusts Safeguarding Children Policy, Child Protection and Safeguarding Adult policies and procedures are promoted within the Trust and adhered to by all members of staff.

JOB DESCRIPTION AGREEMENT

Job holder's Signature:.....

Date:.....

Manager's Signature:.....

Date:.....

PERSON SPECIFICATION

Job Title	Rotational Band 5 Dietitian
------------------	-----------------------------

Requirements	Essential	Desirable
QUALIFICATION/ SPECIAL TRAINING		
Degree in Nutrition & Dietetics or Post Graduate Diploma in Nutrition & Dietetics	√	
Health Care Professions Council (HCPC) registration as a Dietitian	√	
To undertake Clinical Supervisory Skills training for supervision of student Dietitians within first 6 months in post.	√	
Comply with Standards of Conduct, Performance and Ethics identified by the Health Care Professions Council as pre-requisites for autonomous practice.	√	
Adhere to the Standards of Proficiency for Dietitians identified by the Health Care Professionals Council as pre-requisites for autonomous practice.	√	
To be guided by the Professional Standards for Dietitians identified by the British Dietetic Association.	√	
To be aware of and comply with current legislation and local employment regulations relating to the post. This includes Health and Safety at Work requirements.	√	
KNOWLEDGE/SKILLS		
Evidence of Continuing Professional Development maintained in a Portfolio including evidence based practice.	√	
EXPERIENCE		
Clinical experience gained during dietetic training.	√	
Ability to reflect on practice.	√	
Ability to use a computer based nutritional analysis database and food tables to assess dietary intakes.	√	
PERSONAL ATTRIBUTES		
Ability to communicate information (verbal & written) effectively with patients and carers in individual settings.	√	
Requires motivational, persuasive and negotiating skills, empathy and reassurance.	√	
Ability to communicate information (verbal & written) effectively with patients and carers in group settings. This can include presenting to groups.	√	
Ability to communicate effectively with all grades of healthcare staff. To include sensitive issues concerning a patient's condition.	√	

Ability to organise personal workload and manage time effectively.	√	
Demonstrate professionalism, enthusiasm and ability to work as part of the team.	√	
Demonstrate maintenance and advancement of clinical competence and professional knowledge.	√	
OTHER REQUIREMENTS		
The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust.	√	
Ability to travel to other locations as required	√	

Complete the table below as appropriate

WORKING CONDITIONS/HAZARDS		FREQUENCY			
		(Rare/ Occasional/ Moderate/ Frequent)			
		R	O	M	F
Hazards/ Risks requiring Immunisation Screening					
Laboratory specimens	Y	x			
Contact with patients	Y				x
Exposure Prone Procedures	N				
Blood/body fluids	Y		x		
Hazard/Risks requiring Respiratory Health Surveillance					
Solvents (e.g. toluene, xylene, white spirit, acetone, formaldehyde and ethyl acetate)	N				
Respiratory sensitisers (e.g isocyanates)	N				
Chlorine based cleaning solutions (e.g. Chlorclean, Actichlor, Tristel)	N				
Animals	N				
Cytotoxic drugs	N				
Risks requiring Other Health Surveillance					
Radiation (>6mSv)	N				
Laser (Class 3R, 3B, 4)	N				
Dusty environment (>4mg/m3)	N				
Noise (over 80dBA)	N				
Hand held vibration tools (=>2.5 m/s2)	N				
Other General Hazards/ Risks					
VDU use (> 1 hour daily)	Y				x
Heavy manual handling (>10kg)	Y	x			
Driving	Y	x			
Food handling	Y	x			
Night working	N				
Electrical work	N				
Physical Effort	Y		x		
Mental Effort	Y				x
Emotional Effort	Y				x
Working in isolation	Y			x	
Challenging behaviour	Y			x	