

JOB DESCRIPTION

JOB DETAILS	
Job Title	Cystic Fibrosis Highly Specialist Dietitian
Reports to	Head of Nutrition and Dietetics
Band	Band 7
Department/Directorate	Nutrition and Dietetics, Specialist Services

JOB PURPOSE
The postholder will provide a highly specialist dietetic clinical role in nutrition for patients within the Trust Cystic Fibrosis Service, based at the Wonford Hospital (Eastern). They will be required to deliver a high quality, evidence-based nutrition and dietetic service to paediatric and adult patients within the Trust service for Cystic Fibrosis (CF). The post holder will hold a specialist caseload which may include but not limited to providing dietetic care to inpatients, outpatients, telephone or video consultations and structured patient education sessions. Training of healthcare professionals on nutrition and diet matters is also required. The postholder will lead, manage and develop this specialist caseload within the Cystic Fibrosis speciality. They will also contribute to the wider development of the dietetic service and nutritional provision within the RDUH Trust, working closely with the Nutrition and Dietetic Service Manager and the dietetic team. They may be required to deputise for the Nutrition and Dietetic Service Manager in their absence. The postholder will be responsible for overseeing the implementation of service developments and formulations of policies, guidelines and procedure development in their specialist caseload area. This will include maintaining, updating and developing nutrition and diet literature and resources in a non-biased and evidence based / best practice manner. They will be a source of expertise in the nutritional management of Cystic Fibrosis patients within the Trust.

KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES
The Cystic Fibrosis Highly Specialist Dietitian will have the following key duties and responsibilities: • Plan, manage, and prioritise, own specialist clinical caseload as a high-level autonomous practitioner. Provide expert CF clinical decision making underpinned by a high level of theoretical and practical knowledge. Demonstrate expert CF knowledge and advise on marker of condition progression and range of treatment available at each stage of disorder or condition. • Holistically assess nutritional requirements, current nutritional status and factors affecting the nutritional intake of Cystic Fibrosis patients, including ability to change, by interpreting biochemistry, anthropometrics, clinical condition, medication and diet histories. Liaise with clinicians regarding blood tests required to assist in patient's nutritional treatment. • Provide practical, expert, evidence based dietary advice, enteral feeding regimens and treatment plans, including both verbal and written information, tailored to meet patient needs, which reflect diagnosis, prognosis and individual circumstances. • Negotiate complex dietary change through using appropriate counselling, motivational and behavioural change techniques and skills. • Have an integral role in consultant led clinics and advanced clinics; giving expert dietetic advice and contributing to the planning of future treatment needs of patients. Participate in, and contribute to, the daily board/ward rounds and multidisciplinary meetings as required. • Recommend and advise on the prescription of suitable cost effective ACBS products including oral nutritional supplements, enteral feeding products, vitamins and minerals to service users within speciality, in line with local prescribing guidelines. Advise medical staff and provide guidance on

refeeding syndrome, including recommendations for replacement therapy with vitamins and minerals.

- Provide specialist advice in relation to specific complications and nutritional intervention e.g. CF liver disease, CF-related diabetes (CFRD), gastrostomy or naso-gastric feeding
- Initiate and plan the discharge of patients on home enteral feeding, educating patients (and/or carers) on the use of the equipment and how to administer the liquid enteral feed and flush regimen. Register patient with homecare company and arrange ongoing support and follow up.
- Advise and liaise with the catering staff concerning the dietary needs for service users and to assist in instructing chefs on preparation of special meals as required. To adapt and analyse the menu cycle to ensure suitability for the service users and make recommendations to the site Catering Manager.
- Educate others in the healthcare team of the nutritional management of the specialist area including teaching for medical, nursing, therapies and community staff within the trust. Evaluate the effectiveness of any training and refine training programmes based on feedback.
- Take an active role in the planning and delivery of training and clinical supervision of student dietitians during clinical placements, including delivering tutorials, and giving constructive feedback and supporting underperformance.
- Ensure flexible service delivery and provide clinical cover for colleagues during periods of absence.
- Any other duties as required by Line Manager / Nutrition and Dietetic Service Manager.

KEY WORKING RELATIONSHIPS

Areas of Responsibility:

The post holder will be responsible for providing a dietetic service to a specialist caseload of Cystic Fibrosis patients requiring all forms of nutrition advice and support; following evidence-based practice, being an active multidisciplinary team member, educator, developing nutrition policies and guidelines, participating in audit and research in order to improve health outcomes and develop the role and service. To provide line management to dietitians B6 and B5 and dietetic practitioners (B4) or support workers (B3). To share clinical expertise with colleagues working within Cystic Fibrosis at RDUH (Northern). Wards situated within the Royal Devon University Healthcare (Eastern) Wonford Hospital with in-patient and out-patient roles.

No. of Staff reporting to this role: any B5, B4 or B3 as required by Team lead

The post holder is required to deal effectively with staff of all levels throughout the Trust as and when they encounter on a day to day basis. In addition, the post holder will deal with the wider healthcare community, external organisations and the public. This will include verbal, written and electronic media.

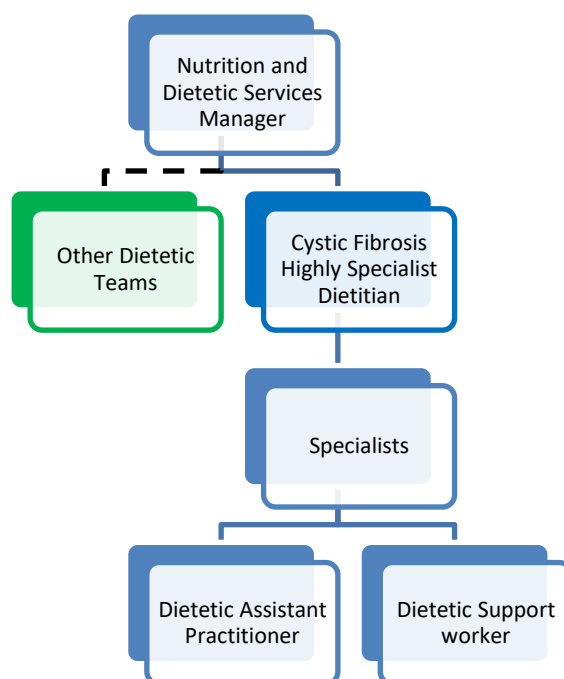
Of particular importance are working relationships with:

Internal to the Trust	External to the Trust
• Dietetic team • Admin teams • Cluster managers for Respiratory and Therapies • Catering Department • Safeguarding teams • Members of multi-disciplinary teams • Biochemistry/Pathology • Patients and carers • Ward staff • Graphics Team • RDUH Research and Development Unit, Audit Department, CF research	• Home feeding company nurses and team • Peers working in same field in other NHS Trusts • Primary care staff in the community e.g. GPs • Staff in other community care facilities, e.g. Social Services • Schools, mainstream and special schools • Hospice and respite services • Specialist Commissioning Groups

nurses and external multicentre trial teams.	
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ORGANISATIONAL CHART

The 30 strong Nutrition and Dietetic Team have 6 sub teams including Acute, Cystic Fibrosis (CF), Community, Oncology, Paediatric and Renal teams. The post holder will reside in the **Cystic Fibrosis Team**



FREEDOM TO ACT

- The postholder will plan, manage, and prioritise, their own clinical caseload as an expert autonomous practitioner.
- They will have significant discretion to decide the best treatment plan for their specialist caseload and is guided by broad occupational policies and regulations.
- Guidance is provided by peers or external reference points.

COMMUNICATION/RELATIONSHIP SKILLS

- Utilise highly developed verbal and non-verbal communication skills to negotiate change with patients, parents and their carers and to gain cooperation and consent. Provide highly complex and highly sensitive information in an empathic, negotiating, motivating and persuasive manner as patients may have significant barriers in understanding their diagnosis or have problems communicating, have high levels of anxiety, frustration, depression and aggression.
- Educate patients, parents and carers on complex dietary needs, involving assessment of nutritional status and the manipulation of multiple elements of the diet to produce an individual care plan, also addressing lifestyle and 'healthy eating' requirements. Evaluate their effectiveness.
- Identify strategies to motivate patients, parents and carers who are complex, have learning disabilities, neurodiversity or have limited communication to comply with their treatment plan.
- Deal effectively and efficiently with issues of conflict, complaint and concern with the ability to resolve sensitive or contentious issues.
- Communicate complex information to a range of individuals and groups across a variety of personnel, professional groups and organisations.

- Present complex nutritional information internally and externally to large groups of staff or members of the public (e.g. regional network meetings, regional and national conferences)
- Act as a resource for health care professionals working within the Trust and primary care, providing expert advice and support concerning the assessment and management of patients with eating disorders and other severely restricted eating patterns.
- Provide clinical leadership to the Cystic Fibrosis service ensuring good networks of communication beyond the Trust.
- Motivate and negotiate with staff using highly developed listening and persuasive skills to implement change within the service and manage any other impact on other service areas. Use complex clinical leadership skills to support decision making and resolve conflict
- Challenge inequality at all levels.
- Gain valid informed consent.

ANALYTICAL/JUDGEMENTAL SKILLS

- The postholder will analyse complex, conflicting and multi-component clinical, social and psychological factors to establish a nutritional diagnosis within their specialist field. This will include assessment of nutritional requirements, identifying factors affecting nutritional intake, fluid intake, biochemistry, anthropometrics, clinical condition, medication and diet histories.
- There will be a multitude of options for treatment (oral diet therapy, nasogastric, gastric or jejunal tube feeding or dietary modifications) based on the findings of the nutritional diagnosis. The postholder will be required to adapt the plan based on acceptability to the patient, complex changes in the clinical condition and progression of the disease process.

PLANNING/ORGANISATIONAL SKILLS

- The postholder will prioritise, allocate and re-allocate their own and others' workload, responding to the conflicting needs of the service and balancing the demands of patient care, support and guidance of carers and professionals across the service.
- Collaboratively contribute to and take responsibility for specific projects involving planning and implementation of new service developments; to develop protocols and pathways. To maintain up to date knowledge of legislation, national and local policies and issues in relation to evidenced-based patient management.
- Provide representation, as appropriate, at various meetings, providing feedback to the organisation on clinical and professional issues which have an impact on care and standards of practice within their sphere of responsibility.
- Ensure the development, maintenance and dissemination of the highest professional standards of practice through active participation in internal and external CPD training, audit and development programmes.
- Liaise and co-ordinate with other professionals to ensure that complex dietetic interventions are an integral component of the patients' multidisciplinary package and ensure safe and efficient discharge of patients requiring home nutritional support with specialist supplementation or home enteral feeding.

PATIENT/CLIENT CARE

- The postholder will provide highly specialised dietary advice to a patient, or group of patients, taking into consideration their individualised requirements, for their specialist area and a range of other conditions.

POLICY/SERVICE DEVELOPMENT

- Contribute to the improvement of the dietetic service by evaluation of own work, and make constructive suggestions as to service improvements.
- Implement changes to own work based on new and revised policies.
- Develop policies for own speciality of Cystic Fibrosis nutrition and contribute to policies under development within the varying specialities.
- Contribute to national, regional or peninsula quality and audit programmes as appropriate and agreed within Trust.

- Maintain personal safety by following lone working policy and respect property and equipment within the working environment in accordance with Trust and team guidelines

FINANCIAL/PHYSICAL RESOURCES

- The post holder will work within agreed budgetary limitations and will be responsible for using resources in an efficient and effective way highlighting service and development needs.
- Lead and oversee the education of team members and other healthcare professionals on the correct use of nutritional monitoring equipment such as stadiometers, scales, handgrip dynamometers, body composition monitors and tape measures. To ensure staff attain relevant competency regarding the use of standard and specialist equipment
- Ensure the relevant team members are managing appropriate stock levels of nutritional supplements for outpatient use,
- Ensure the relevant team members are managing appropriate stock levels of dietetic diet sheets and other written patient resources are kept up-to-date and ordered in a cost effective and timely manner.
- Responsible for the safe and competent use of resources and equipment by patients and staff through teaching, training and supervision of practice.
- Provide patients with required equipment and devices working within the budget restraints in line with Trust Policy.

HUMAN RESOURCES

- Allocate and re-allocate areas of activity within the Cystic Fibrosis dietetics service ensure day to day service is maintained across RDUH.
- Work closely with clinical leads, division managers and commissioners to develop the dietetic service to Cystic Fibrosis patients further to ensure delivery of high-quality, equitable patient care.
- Support with delegated line management duties including managing recruitment, attendance, appraisal, performance and the initial stages of disciplinary aspects of the team members in line with Trust policy.
- Ensure that a robust system of CPD is in place for staff at every level in order that professional registration within the HCPC can be maintained within the legal requirements for practice. To take appropriate action if any member of staff falls below this standard.
- Be actively involved in the multidisciplinary training programme of the wider team and others through planning, delivering and attending of presentations and training sessions. This may include formal training, staff meetings, tutorials, in-service training sessions and promotion of the profession to the public.
- Act as a positive role model, employ professional behaviour that encourages and coaches' others to challenge their current competencies, whilst seeking opportunities to expand their roles.

INFORMATION RESOURCES

- Accurately record all assessments and interventions in MyCare, or where needed other hospital record systems, in line with Health and Care Professions Council (HCPC), Trust and department standards.
- Assess food records using dietary assessment computer packages and carry out accurate nutritional assessments and macronutrient analysis.
- Provide required information for annual review of each of the patients within the network, the numbers of which will vary from year to year.
- Research, develop, produce and publish evidence-based departmental literature in the area of specialisation, including use of patient forums, in line with British Dietetic Association guidelines and those of other relevant expert organisations.
- Maintain department social media pages and lead on social media support pages and services for patients.

RESEARCH AND DEVELOPMENT

- Undertake and plan ongoing clinical governance activities to include measurement and evaluation of work in area of responsibility through evidence-based audit and outcome measures to further clinical practice.
- Seek out new knowledge by reading, enquiring and participating in continuing education and attend relevant clinical / professional meetings, seminars and conferences.
- Review and disseminate new information to relevant staff.
- Evaluate clinical practice in relation to its evidence base and clinical effectiveness.
- Participate in continued professional development, including attendance at national and regional meetings and collaboration with expert colleague's nationwide.

PHYSICAL SKILLS

- Frequent use of advanced keyboard and mouse skills for typing, data entry/manipulation, and text processing in a variety of systems; accuracy is particularly important.
- Maintain patient records, prepare reports, prepare and deliver presentations, clinical audit, research and to support other organisational need and clinical practice.
- Obtain accurate and reproducible anthropometric measurements e.g. height, weight, body mass index (BMI), occipitofrontal circumference measurements required for monitoring of patients' progress.
- Manual dexterity is required when educating other healthcare professionals to use equipment such as enteral feeding equipment or measuring scoops and ensuring their competence.

PHYSICAL EFFORT

- The postholder will frequently sit and stand in restricted positions at the patients' bedside, during administrative tasks and when taking clinical measurements or educating (enteral feed pumps, glucose meters, food/supplement preparation). This is a substantial proportion of the working day.
- The post holder will occasionally exert moderate physical effort in a shift with lifting and handling objects (diet sheets, nutritional supplements; enteral feeding pump, with stand and feed) that weigh up to 15kg.
- There may be an occasion where the post holder will manoeuvre people to complete anthropometric measurements such as weight and height.

MENTAL EFFORT

- The postholder will have a frequent requirement for concentration where the work pattern is unpredictable.
- There will be a need to adjust priorities for caseload based on service requirements.

EMOTIONAL EFFORT

- The postholder will have moderate exposure to distressing emotional circumstances such as those with mental health crisis or after a life changing diagnosis.
- There may be occasional direct exposure to highly challenging behaviour from young people with a mental health crisis or parents/carers who are distressed about their child's care.
- There will be indirect exposure to distressing emotional circumstances such as death of a patient or details of a safeguarding incident.

WORKING CONDITIONS

- Frequent VDU use.
- The post holder may have occasional exposure to verbal aggression from patients with learning disabilities or mental health crisis.
- There may be incidental exposure to uncontained bodily fluids such as vomit, sputum or urine but would not be required to deal with these fluids.
- There may be exposure to animals during home visits.
- There is an occasional requirement to use road transportation to schools and home visits.
- There may be rare exposure to loud noises (over 80 decibels) when exposed to distressed and crying young children.

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 (DSE) if appropriate to role.

APPLICABLE TO MANAGERS ONLY

Leading the team effectively and supporting their wellbeing by:

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

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 now. We periodically examine employees' job descriptions and update them to ensure that they reflect the job as it is then being performed, or to incorporate any changes being proposed. This procedure is conducted by the manager in consultation with the jobholder. You will, therefore, be expected to participate fully in such discussions. We aim to reach agreement on reasonable changes, but if agreement is not possible, we reserve the right to insist on changes to your job description after consultation with you.

Everyone within the Trust has a responsibility for, and is committed to, safeguarding and promoting the welfare of vulnerable adults, children and young people and for ensuring that they are protected from harm, ensuring that the Trusts Child Protection and Safeguarding Adult policies and procedures are promoted and adhered to by all members of staff.

At the Royal Devon, we are committed to reducing our carbon emissions and minimising the impact of healthcare on the environment, as outlined in our Green Plan available on our website. We actively promote sustainable practices and encourage colleagues to explore and implement greener ways of working within their roles.

PERSON SPECIFICATION

Job Title	Cystic Fibrosis Highly Specialist Dietitian
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Requirements	Essential	Desirable
QUALIFICATION/ SPECIAL TRAINING		
• Degree or equivalent in Nutrition and Dietetics	E	
• Registration with HCPC	E	
• MSc level qualification in specialist area or equivalent experience	E	
• Experience in area of speciality	E	
• Teaching and Presentation skills qualification or demonstrable experience	E	
• Postgraduate management qualification / short course attendance	E	
• Clinical supervisory skills training	E	
• Leadership qualification		D
• Food Handling certificate		D
• Non-medical prescribing course or willing to undertake this		D
KNOWLEDGE/SKILLS		
• Clinical knowledge of dietetic management across range of medical conditions	E	
• Advanced communication skills – ability to communicate sensitive, highly complex information to patients, healthcare professionals and team and to overcome barriers to communication posed e.g. by clinical condition, disability, language	E	
• Ability to communicate effectively in writing and keep accurate records	E	
• Ability to assess complex medical requirements and use analytical skills to make decisions on treatment options	E	
• Good time management and clinical prioritisation skills with ability to respond to urgent demands as required	E	
• Information technology skills to enter data accurately, prepare presentations, search literature	E	
• Able to demonstrate ability to lead on projects / effect change in practice	E	
• Negotiating skills in resolving contentious issues	E	
• Leadership skills	E	
• Ability to communicate effectively and present complex information to large groups HCP or peers for education or in presentation of research / new evidence	E	
EXPERIENCE		
• Experience of dietetic practice across range of clinical specialities	E	
• Experience of working with Cystic Fibrosis		D
• Experience of dietetic working both adult and paediatric care		D
• Evidence of continuing professional development and advancement of knowledge	E	
• Experience of clinical audit or research	E	
• Experience of presenting complex information to groups	E	
• Experience of policy development and advancement of practice	E	
• Contribution to management of staff i.e. supervision/ development of staff, recruitment, skill mix review	E	
• Multi-professional team working	E	
• Demonstration of effective resource management		D

PERSONAL ATTRIBUTES		
• Ability to deal with emotionally demanding situations and communicating sensitive information as part of clinical care or in management of staff	E	
• Ability to deal with own stress in busy working environment	E	
• Commitment to provide quality dietetic service, personally and by team	E	
• Ability to manage unpredictable workload	E	
• Ability to work under pressure and meet tight deadlines	E	
• Self-motivated	E	
• Evidence of effective multi-professional working	E	
• Enthusiastic and hardworking	E	
• Empathy with patients and staff	E	
OTHER REQUIREMENTS		
• Flexibility to meet demands of service including 7-day working	E	
• Member of British Dietetic Association (BDA)		D
• Member of a specialist group of BDA		D
• The post holder must demonstrate a positive commitment to uphold diversity and equality policies approved by the Trust.	E	
• Ability to travel to other locations as required.	E	

WORKING CONDITIONS/HAZARDS		FREQUENCY (Rare/ Occasional/ Moderate/ Frequent)			
		R	O	M	F
Hazards/ Risks requiring Immunisation Screening					
Laboratory specimens	N				
Contact with patients	Y				
Exposure Prone Procedures	N				
Blood/body fluids	Y	✓			
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	Y	✓			
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)	Y		✓		
Hand held vibration tools (=>2.5 m/s2)	N				
Other General Hazards/ Risks					
VDU use (> 1 hour daily)	Y				✓
Heavy manual handling (>10kg)	Y		✓		
Driving	Y	✓			
Food handling	Y	✓			
Night working	N				
Electrical work	N				
Physical Effort	Y				✓
Mental Effort	Y			✓	
Emotional Effort	Y				✓
Working in isolation	Y		✓		
Challenging behaviour	Y			✓	