

JOB DESCRIPTION

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

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| **JOB PURPOSE** |
| **K**  To work as a member of the dietetic team.  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.  To participate in training of student Dietitians from the University of Plymouth while on placement with the trust.  To provide regular education sessions.  To work with all grades of healthcare staff.  To participate in the development of the dietetic department and service. |
| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES** |
| The **Dietitian** will be based at North Devon District Hospital.  They will have responsibility for inpatients on several wards and/or outpatient clinics dependant on the rotation.  Education sessions: groups of patients and/or staff  Student Training: The department takes approximately 6 students per year on clinical placements of 3 or 12 weeks.  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. |
| **KEY WORKING RELATIONSHIPS** |
| To work as part of the dietetic team, under supervision of Band 7 dietitian.  To liaise with the Catering Department to ensure that appropriate nutrition support is provided – particularly for patients receiving prescribed therapeutic diets.  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.    Of particular importance are working relationships with:   |  |  | | --- | --- | | **Internal to the Trust** | **External to the Trust** | | * Wider MDT | * Wider MDT | | * Catering department | * GP’s | | * Carers |  | |  |  | |
| **ORGANISATIONAL CHART** |
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| **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, liasing 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 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.  T*his i* |

PERSON SPECIFICATION

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| **Job Title** | Rotational Band 5 Dietitian |

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| **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 NHS experience gained during dietetic training or practise.  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

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|  | | **FREQUENCY**  **(Rare/ Occasional/ Moderate/ Frequent)** | | | |
| **WORKING CONDITIONS/HAZARDS** | | **R** | **O** | **M** | **F** |
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| **Hazards/ Risks requiring Immunisation Screening** | |  |  |  |  |
| Laboratory specimens | **Y** | x |  |  |  |
| Contact with patients | Y |  |  |  | x |
| Exposure Prone Procedures | N |  |  |  |  |
| Blood/body fluids | Y |  | x |  |  |
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| **Hazard/Risks requiring Respiratory Health Surveillance** |  |  |  |  |  |
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| 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 |  |  |  |  |
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| **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 |  |  |  |  |
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| **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 |  |