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***“Our vision is to provide safe, high quality seamless service delivered with courtesy and respect. To achieve our vision we expect all our staff to uphold our Trust Values”***

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| **JOB DETAILS** | |
| **Job Title** | Oncology Specialist Dietitian (IP & ESC) |
| **Reports to** | Band 7Oncology Clinical Team Lead Dietitian |
| **Band** | 6 (option of band 5 development post) |
| **Department/Directorate** | Specialist Services |

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| **JOB PURPOSE** |
| * To provide a specialist dietetic service to medical oncology and haematology inpatients and outpatients clinics for the Enhanced Supportive Care (ESC) service at the Trust. * To work as part of a team of oncology dietitians and as an integral member of multidisciplinary teams to ensure a holistic approach to patient care. * Contribute to ward rounds and weekly multidisciplinary team meetings. * To be a source of expertise in the dietetic management of oncology and haematology patients within the Trust. * To support and supervise junior staff within the department as required and contribute to the training of students and other healthcare professionals. * This position is based at the Trust’s Eastern services main site, the Royal Devon & Exeter Hospital (Wonford). * To support the safe discharge of patients with specialist nutritional supplements or home enteral feeding. * The post holder is responsible for ensuring that systems are in place to prioritise and manage the caseload. They will keep updated to ensure the service has a strong evidence base and is delivered in line with national guidance. * To support and supervise junior staff within the department as required and contribute to the training of students and other healthcare professionals. * They will communicate with the Clinical Lead on a regular basis for example: to seek support with any problems/challenges; to share successes; and to provide regular performance feedback using a range of outcomes including patient satisfaction data. * Caseloads will be flexible and at times will involve the provision of service to other areas of the Trust. * The post also holds a requirement to participate in seven day per week cover as required. |
| **KEY WORKING RELATIONSHIPS** |
| * Enhanced Supportive Care Multidisciplinary Team * Consultant Oncology/Haematology and Medical Staff * Senior and Specialist Nurses in all areas of wards & clinics * Patients and Carers * Other members of the department of Nutrition and Dietetics * Wider colleagues across the organisation * General Practitioners and Community Staff involved with the ongoing management of patients after discharge. * Dietitians within the Peninsular and Region |
| **ORGANISATIONAL CHART** |
| Head of Nutrition & Dietetics  CF team  Specialist dietitians covering community & out-patient clinics, community hospitals  Specialist dietitians covering in and out patients; HEF  Specialist dietitians covering in-patient, clinics across north, east and south Devon  Specialist dietitians covering Head & Neck, Enhanced supportive care  Specialist dietitians covering gastro, eating disorders, acute medicine  Community  Paediatrics  Renal  Oncology  Acute Team Lead / Gastro  3.0 wte B5 posts  1.0 wte B5 post  Assistant Practitioner & Rehab Support worker  Rehab Support worker  Rehab Support worker |
| **KEY RESULT AREAS/PRINCIPAL DUTIES AND RESPONSIBILITIES** |
| * To work as an autonomous practitioner providing a service to patients and healthcare professionals in the specialist area oncology both in-patients on Yeo/Yarty wards and with the ESC team. * Manages a specialist clinical caseload of oncology and haematology patients providing a source of dietetic expertise within the Trust. * Advise on the prescription of dietary supplements and enteral feeds and order for in-patients within Trust protocol * Contribute to the multidisciplinary team. * Working as part of the dietetic oncology team. Caseloads will be flexible and at times will involve the provision of service to other areas of the Trust including providing support to Head and Neck and Upper GI oncology patients. * Manage a rotational Band 5 Dietitian and supervise bank staff and students as required. * To be responsible for their own workload within the designated clinical area; for the assessment and treatment of patients on a day-to-day basis. * To participate in seven day working as required. |
| **COMMUNICATION/RELATIONSHIP SKILLS** |
| * To maintain a close liaison with other members of the multidisciplinary team through effective communication regarding patient treatment aims, progress and discharge planning (providing written reports and referrals as appropriate). * To provide expert and timely information to all relevant members of the healthcare team regarding patients’ dietetic requirements and changes in progress through attendance and contribution to meetings. * To provide expert advice to patients on an inpatient or outpatient basis as required, and by telephone contact if appropriate to review management. * To provide expert advice, teaching and instruction to patients, relatives, and carers and other healthcare professionals to promote understanding of the aims of dietary treatment * Advice and liaise with catering staff on the dietary needs of patients within own caseload and on general dietary needs of patients as required. |
| **ANALYTICAL/JUDGEMENTAL SKILLS** |
| * To undertake comprehensive nutritional assessment of patients including those with a complex presentation using investigative and analytical skills and to formulate holistic individualised care plans for patients. * Analyse nutritional status using anthropometry, biochemistry, pharmacology, diet history, fluid balance and medical history as appropriate. * To liaise and co-ordinate with other professionals to ensure that 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. * To be responsible for reassessing patient nutritional status as treatment progresses, including any related side effects and alter treatment programmes as appropriate using clinical reasoning. |
| **PLANNING/ORGANISATIONAL SKILLS** |
| * Manage own time independently prioritising and managing an unpredictable workload to meet objectives within agreed timescale, and readjusting plans as situations change from interruptions i.e. telephone calls, pager and unforeseen deadlines. * To attend oncology ward rounds or board handovers as required and weekly MDT meetings. * To be responsible for setting realistic and attainable treatment goals for patients undertaking regular re-evaluation using appropriate outcome measures. |
| **PHYSICAL SKILLS** |
| * To be computer literate and able to use electronic systems, including documentation via EPIC. |
| **PATIENT/CLIENT CARE** |
| * To be responsible for reassessing patient status as treatment progresses and alter treatment programmes as appropriate using clinical reasoning. * To ensure safe and efficient discharge of patients requiring home nutritional support with specialist supplementation or home enteral feeding. * Advise on the prescription of dietary supplements and enteral feeds and order for in-patients within Trust protocol. * Advise medical staff and provide guidance on refeeding syndrome, including recommendations for replacement therapy with vitamins and minerals. * To contribute to end of life planning as required. * To provide advice and training to multidisciplinary team members, patients and carers as required. * To provide expert advice to patients on an inpatient or outpatient basis as required, and by telephone contact if appropriate to review management. * Develop and deliver education programmes as appropriate to patients, carers, medical and nursing staff, pharmacists, students from all disciplines, and evaluate delivery and content of education sessions, which may be formal and informal to groups of various sizes. * To attend weekly oncology ward rounds and MDT meetings * To contribute to and work within a safe working environment |
| **POLICY/SERVICE DEVELOPMENT** |
| * To keep updated of changes in care guidelines, protocols and evidence-base so as to inform practice. * To work to professional standards as set by the Trust, the HCPC and the British Dietetic Association (BDA). * Contribute to the review of quality within the dietetic service by development and review of standards of care and use of audit in area of practice. * Contribute to national, regional or peninsula quality and audit programmes as appropriate and agreed within Trust. * Contribute to the development of practice nationally, regionally and across peninsula as appropriate. * To ensure that all Trust policies and procedures and statutory requirements and regulations are known and implemented/adhered to as necessary/appropriate * 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** |
| * To be aware of budget for nutritional supplements appropriate to banding |
| **HUMAN RESOURCES** |
| * Manage a Band 5 Dietitian including undertaking Personal Development Review and dealing with any performance/workload concerns and contribute to the clinical supervision and support of Bank Dietetic staff within team. * Contribute to training of undergraduate dietetic students on placement within the service, planning experience within area of work, delivering tutorials, assessing students and giving constructive feedback. It will be expected that you will undertake the role of Key Worker as required, following appropriate training and development. * Contribute to the provision of Special Study Units for Peninsula Medical Schools students. * Participate in peninsula cancer network meetings as required or other working groups to share and develop practice * To assist in the recruitment of departmental staff (selection and interview) as necessary and induction of new staff to the team. * To take responsibility for own on-going clinical professional development (including attendance at post-registration courses - internal and external). * To actively assist in the smooth running of the whole dietetic service throughout the Royal Devon University Health NHS Foundation Trust (Eastern Services). * To keep Clinical Leads, Team Leads and the Head of Nutrition & Dietetics informed of any matters that could have relation to the effectiveness and efficiency of the service. |
| **INFORMATION RESOURCES** |
| * To undertake the keeping of accurate records of patient treatments and statistical data as required using EPIC and interfacing programmes. * To submit regular data about activity levels as required. * To participate in team and department audit activity and peer review to ensure best practice. |
| **RESEARCH AND DEVELOPMENT** |
| * Research, develop and produce evidence based departmental literature in area of specialism, consulting with patients and users as appropriate. * Review current literature within dietetic area of practice and disseminate relevant information across team to assist in the development of knowledge and skills |
| **FREEDOM TO ACT** |
| * To undertake any additional duties commensurate with this grade as required by the Nutrition & Dietetic service, working as an autonomous Practitioner. * To provide advice, direction and support to other wards as necessary. |
| **OTHER RESPONSIBILITIES** |
| To take part in regular performance appraisal.  To undertake any training required in order to maintain competency including mandatory training, e.g. Manual Handling  To contribute to and work within a safe working environment  The post holder is expected to comply with Trust Infection Control Policies and conduct themselves 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. |
| **APPLICABLE TO MANAGERS ONLY** |
| Evidence that supporting employee health and wellbeing is included in any documents outlining the skills and knowledge that line managers need.  Proportion of line managers whose job descriptions include supporting employee health and wellbeing.  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. |
| **THE TRUST- VISION AND VALUES** |
| Our vision is to provide safe, high quality seamless services delivered with courtesy and respect. To achieve our vision we expect all our staff to uphold our Trust values. Our Trust values are:  Compassion  Integrity  Inclusion  Empowerment  We recruit competent staff that 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.  We are committed to equal opportunity for all and encourage flexible working arrangements including job sharing.  We are committed to recruiting and supporting a diverse workforce and welcome applications from all sections of the community, regardless of age, disability, gender, race, religion, sexual orientation, maternity/pregnancy, marriage/civil partnership or transgender status. We expect all staff to behave in a way which recognises and respects this diversity, in line with the appropriate standards. |
| **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.  The RD&E is a totally smoke-free Trust. Smoking is not permitted anywhere on Trust property, including all buildings, grounds and car parks. For help to quit call: 01392 207462. |

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| **Band** | 6 (option of band 5 development post) |

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| **Requirements** | **Essential** | **Desirable** |
| **QUALIFICATION/ SPECIAL TRAINING**  Degree in Nutrition & Dietetics or Post Graduate Diploma in Nutrition & Dietetics  HCPC Registered  Postgraduate education in oncology/haematology/palliative care/liver disease / advanced dietetic practice  Teaching qualification  Clinical supervision training  Member of BDA  Member Specialist Oncology Group of BDA | **E**  **E** | **D**  **D**  **D**  **D**  **D** |
|  |  |  |
| **KNOWLEDGE/SKILLS:**  Organisational skills: prioritisation, time management  Able to communicate verbally and in writing with a range of individuals and groups including senior managers, patients, consultant medical staff, dietetic colleagues, translating the science of nutrition into practical treatment plans.  Advanced communication skills and ability to evoke behavioural change in complex cases.  Post registration dietetic experience and use of evidence-based practice especially in acute dietetic management of patients  Interpretation of complex clinical information including biochemistry, pharmacology, medical history to make clinical decisions about patient care  Calculation of nutritional needs in complex cases including artificial nutritional support.  Teaching and presentation skills including to large groups  Evidence of use of outcome measures  Understanding of how to apply and implement clinical governance into working practice.  Evidence of team leadership & team working skills  Accurate IT and keyboard skills.  Ability to work under pressure, unsupervised managing own caseload  Ability to make frequent judgements of a complex and sensitive nature. | **E**  **E**  **E**  **E**  **E**  **E**  **E**  **E**  **E**  **E**  **E**  **E**  **E** |  |
| **EXPERIENCE:**  Post-registration experience especially in acute management of patients with oncology & haematology conditions.  Experience of practice requiring complex nutritional support and evaluation  Planning, implementation and evaluation of clinical audit.  Planning and delivery of effective educational sessions to patients, general public or healthcare professionals  Education of patients, carers and healthcare professionals on safe and effective discharge of patients on home enteral feeding  Dietetic advocacy / representation within specialist or multidisciplinary team  Development of evidence based dietary literature, guidelines and protocols for complex needs.  Supervision of student dietitians in basic and advanced learning situations. |  | **D**  **D**  **D**  **D**  **D**  **D**  **D**  **D** |
| **PERSONAL ATTRIBUTES**  Ability to deal with emotionally demanding situations (e.g. anxious and distressed patients, terminal illness, physical disfigurement, aggressive behaviour)  Empathy with patients  Enthusiastic and self-motivated  Ability to concentrate for prolonged periods on complex issues and in situations where work patterns are unpredictable and frequently interrupted.  Able to deal with complaints and difficult situations and diffuse conflict  Ability to evaluate personal progress against agreed objectives and identify training needs.  Commitment and evidence of professional development  Reliable | **E**  **E**  **E**  **E**  **E**  **E**  **E** |  |
| **OTHER REQUIREMENTS:**  Flexibility to meet demands of service and reach a compromise with others including 7 day working  Car driver  Computer literate | **E**  **D**  **E** |  |

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