

Job Description

Job Information	
Job Title:	Senior Dietitian - Highly Specialist
Directorate / Service:	AHP
AfC Band:	7
Accountable to:	Head of Service
Reports to:	Line Manager
Base Location:	As directed
AFC Job Code:	AHP.DI.R0004
ESR Position Number:	

Job Summary

Philosophy of Nutrition & Dietetics

To provide factually accurate, unbiased evidence based nutritional advice appropriate to the needs of individual. Advice will be provided using a patient-centred approach, in the context of multidisciplinary, multiagency delivery plans.

Job Purpose

To provide the clinical lead in the Trust for nutrition and dietetic service to your own specialist area. This involves:-

1. Personally providing the dietetic service to in-patients and out-patients
2. Educating/training other members of the multi-disciplinary team in specialist area.
3. Clinical supervision of newly qualified staff and basic grade/senior II dietitians on rotation.
4. Training of Student Dietitians
5. Development and implementation of policies, protocols and guidelines relevant to clinical speciality.

Key responsibilities

Clinical

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1. For each patient, collect all relevant medical, social, biochemical and pharmacological information required to inform practice.
2. Undertake detailed nutritional assessment – using, weight, height, mid upper arm circumference and skin-fold measurements as appropriate.
3. Undertake dietary assessment, estimating intake of macro and micronutrients as appropriate based on disease state.
4. Using all information gathered, compile and agree with patient and/or carers a nutritional care plan.
5. Inform all relevant health care professionals of main aims and objectives of care plan by completing relevant documentation or writing report in medical notes.
6. Monitor progress on the nutritional care plan according to local standards, amending as necessary to ensure improvement in health is achieved, and informing other health care professionals of any changes.
7. Establish and maintain effective communication when giving nutrition and dietetic advice to individuals and groups, ensuring technical information is given in a way that is understood.
8. Communicate with patients and carers to explain principles of nutrition management and its effect on disease progression and outcomes.
9. Undertake supervision and training of student dietitians in your specialist clinical area.
10. Attend ward rounds, case conferences and ward meetings as required to reinforce importance of good nutrition in patient care and role of Dietitian in multidisciplinary team.
11. Where appropriate, use advanced communication and counselling skills to assess motivation and overcome barriers to change.
12. Liaise with relevant staff and contract caterers regarding provision of suitable meals for in-patients. Advise on restrictions and nutritional adequacy as appropriate.
13. Ensure continuity of patient care by liaising with primary care colleagues and other agencies involved in care of patients at home for example patients discharged on enteral feeding.
14. Provide cover for absent colleagues thus, requiring knowledge in other areas of dietetics.
15. Assist wards in maintaining stock of enteral feeds and supplement drinks.
16. Plan and prioritise own workload using clinical judgement.

Clinical Governance

1. Participate in regional and national specialist interest groups to assist in maintenance of evidence based care.
2. Always work in accordance with national and local standards, best practice and clinical guidelines when providing the dietetic service.
3. Lead for own clinical area, regular review, and updating of local standards and guidelines to ensure they always comply with current evidence, best practice or professional consensus.
4. Lead regular review of resources such as diet sheets, lectures and presentations, to ensure they are always based on current evidence, best practice or professional consensus.

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5. Follow Trust Guidelines when creating new written resources to ensure all patients' needs are best met.
6. Ensure availability of resources in appropriate languages other than English.
7. Always act in accordance with Trust policy when using interpreting and translation services.
8. Keep all patient records in accordance with Caldicott, Trust and local standards.
9. Keep measures of workload as directed by Trust Chief Dietitian to assist in future planning.
10. Participate in performance review according to Trust policy, identify own training needs and actively assisting in the creation of your personal development plan.
11. Take part in the development and implementation of multidisciplinary care pathways for own specialist area.
12. Lead on audit in own clinical area. This involves identifying audits required and drawing up audit outline, evaluating findings and implementing changes as required, in order to improve service delivery.
13. Always work in accordance with Trust Health & Safety, Equality & Diversity and all Personnel policies and procedures.
14. Undertake Mandatory, CPR and any other training requested by the trust.
15. Work within legislation and trust policies on risk management.
16. Identify, assess and determine how best to manage risks on own clinical areas and work activities.
17. Always inform departmental head of any risks, which could compromise the safety of other staff, patients or other visitors to the site.
18. All actions must be taken in accordance with the Health Professions Council "Standards of Conduct, Performance & Ethics" and "Standards of Proficiency".

Training & Development

1. Keep a personal professional portfolio, including evidence of reflection, to prove continuing competence to practice, and provide proof of development of knowledge and skills.
2. Plan, implement and evaluate programme for student dietitians on placement.
3. Take part in assessment of student dietitians on placement.
4. Provide expert focus for other health professionals, including dietetic colleagues, on diet and nutrition relating to own clinical area.
5. Identify training needs of other health professionals including doctors, nurses and dietetic colleagues and develop programmes to meet these needs.
6. Educate at local, regional or national events health professionals, such as doctors, nurses, dietitians on changes in evidence base and best practice in your own specialist area.
7. Lecture to undergraduate and post-graduate courses at higher education establishments e.g. medical students, nursing students.

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8. Facilitate other trust dietitians to maintain basic knowledge of current practice in your specialist area, by organising and delivering clinical update sessions.
9. Plan, deliver and evaluate training/education sessions for patients in groups.

Managerial & Leadership

1. Organise cover for absence of members of your team by responsibility taking for prioritising and allocating work as necessary.
2. Regularly review clinical supervision guidelines for own specialist area.
3. Undertake clinical supervision of dietitians on rotation in your specialist area according to guidelines.
4. Organise and lead departmental updates once a year, relating to own specialist area.
5. Actively influence, by attending and contributing to multidisciplinary team meetings, the knowledge, ideas and clinical work practices of the trust relating to your own specialist area.
6. Ensure continuity of patient care by sharing resources and knowledge with primary care colleagues.
7. If required, help with recruitment process for your clinical speciality – this will involve assisting with short listing and sitting on interview panel.
8. In absence of Chief Dietitian, attend managers’ meetings as appropriate

* The post holder shall as necessary provide cover for and undertake duties of absent colleagues.

* The post holder shall follow all the policies and procedures of the organisation.

***THIS POST IS SUBJECT TO AN ENHANCED DBS DISCLOSURE**

Clinical Governance / Quality

Education and training development

Trains other in own discipline

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Equality and Diversity

It is the responsibility of every member of staff to understand our equality and diversity commitments and statutory obligations under current equality legislation (the Equality Act 2010) and to:

Act in ways that support equality and diversity and recognises the importance of people's rights in accordance with legislation, policies, procedures and good practice.

Valuing people as individuals and treating everyone with dignity and respect, consideration and without prejudice, respecting diversity and recognising peoples expressed beliefs, preferences and choices in working with others and delivering appropriate services.

- Recognise and report behaviour that undermines equality under Trust policy.
- Be consciously aware of own behaviour and encourage the same levels of behaviour in colleagues.
- Acknowledge others' different perspectives and recognise the diverse needs and experiences of everyone they come into contact with.
- With the support of managers develop an equality and diversity objective through the personal development review process.

Values and Behaviours

We are Caring

We are kind to each other and always show compassion to ourselves and others.

We know we are doing this when:

- We are always **kind** and **compassionate** to ourselves, our patients, families and colleagues;
- We **recognise** and **appreciate** each other, taking pride in working here and our contribution to success;
- We are **professional** and always seek to deliver the best standards of care.

We are Fair

We treat people equitably and value their differences.

We know we are doing this when:

- We value **everyone** for their unique contribution and we embrace diversity;

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- We are confident in **speaking up** and we support all our colleagues to do the same;
- We are **open and honest**.

We Are Innovative

We work as a team to continuously improve the way we deliver and transform health care.

We know we are doing this when:

- We **continuously improve** the services we deliver and pioneer new ways of doing things;
- We **learn from mistakes**, striving to ensure we get things right first time;
- We **create and share knowledge** with each other, patients and our professional communities.

Infection Prevention & Control

All staff will adhere to infection control policies and procedures at all times and carry out role specific duties as per roles and responsibilities.

Confidentiality

Confidentiality/Data Protection regarding all personal information and Trust activity must be maintained at all times (both in and out of working hours). All staff should ensure that they are familiar with and adhere to all Trust privacy, confidentiality and security policies and procedures. Any breach of confidentiality will be taken seriously and appropriate disciplinary action taken.

Freedom of Information

In accordance with Freedom of Information and other associated legislation, the Trust may be required to make public recorded information available upon a request, or do this as part of a publication scheme. Please note, that in your public role, your name or job role may be contained in a document that is published in accordance with such legislation.

Health and Safety

All employees have a duty to take reasonable care to avoid injury to themselves or to others and to co-operate with the Trust in meeting its statutory requirements.

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Safeguarding Children and Vulnerable Adults
All trust employees are required to act in such a way that at all times safeguards the health and well being of children and vulnerable adults. Familiarisation with and adherence to trust Safeguarding policies is an essential requirement of all employees, as is participation in related mandatory/statutory training.
IT Skills
All staff are expected to have or to gain a minimum of basic level IT skills to enable them to use the Trust IT systems to support Trust services and needs. All staff should be familiar with relevant IT systems and security policies and procedures.
Records Management
All staff are personally responsible for record keeping. A record is anything that contains information in any medium e.g. paper, tapes, computer information, etc. which have been created or gathered as a result of any NHS activity. All individuals within the Trust are responsible for any records they create or use. Please ensure that records are retained in accordance with the Records Management Policy and are stored in a manner that allows them to be easily located in the event of a Freedom of Information (FOI) request.
Information Quality
All staff must ensure complete and accurate data is collected to the highest standard at all times. Data collection should be supported by adequate documentation and processes should be regularly reviewed. Staff should ensure that processes conform to national standards and are fit for purpose. All staff should comply with the Information Quality Policy.
Professional Responsibility
As per any required registration & LUHFT policy.
Clinical Responsibility
Provide specialist dietetic advice for patients.
Administration Responsibility
n/a
Research
Participates in surveys and audits

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Strategic role
n/a
HR Management
First line manager
Financial Responsibility
Orders stocks and supplies as necessary
Change of Job Description
The duties outlined above are not intended to be exhaustive and may change as the needs of the department alter in line with current agendas. This job description will be subject to periodic review and amendment in accordance with the needs of the Trust.

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Liverpool University Hospitals

NHS Foundation Trust

Person Specification

Job Title:	Senior Dietitian - Highly Specialist		
AfC Band:	7	AfC Job Code:	AHP.DI.R0004

Person Specification				
	Qualifications	Essential	Desirable	Assessment
1	BSc in Nutrition and Dietetics/PhD Nutrition and Dietetics.	Y		
2	Current registration with HCPC.	Y		
3	Membership of BDA or equivalent professional indemnity insurance.	Y		
4	Post registration validated training in specialist area – (BDA validated or MSc equivalent	Y		
5	Supervisory Skills training, minimum introductory level.	Y		
6	Supervisory Skills training advanced level..		Y	
7	Member of specialist interest group.		Y	
8	Educated to masters level or equivalent		Y	
9	Attended leadership/management training.		Y	
	Experience	Essential	Desirable	Assessment
10	Broad clinical experience, including post registration experience in speciality.	Y		
11	Evidence of multidisciplinary team working.	Y		
12	Experience of supporting learning of other	Y		

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	healthcare professionals.			
13	Experience and evidence of continuing personal and professional development in practice.	Y		
14	Experience in the training of student dietitians	Y		
15	Previous experience of conducting audits and or research.	Y		
16	Evidence of service review/development.		Y	
17	Experience of clinical supervision of others.		Y	
18	Experience of influencing others to improve patient care.		Y	
	Knowledge	Essential	Desirable	Assessment
19	Establish effective communication methods to convey specialist knowledge to patients individually and in groups in a variety of settings.	Y		
20	Post registration credited learning in enhanced communication skills.		Y	
	Skills	Essential	Desirable	Assessment
21	Demonstrates good presentation skills.	Y		
22	Accurate anthropometry skills.	Y		
23	Implements behavioural/counselling techniques to constructively overcome barriers to change.	Y		
24	Able to work autonomously within area of specialism using critical thinking and expert practitioner level judgement.	Y		
25	Ability to meet deadlines, prioritise tasks and support others to do the same.	Y		
26	Demonstrates confidence and motivation to work autonomously using clinical judgement in environments with little direct support.	Y		
27	I.T. skills – keyboard, email, Powerpoint		Y	
	Other	Essential	Desirable	Assessment
28	Demonstrates holistic patient centred approach.	Y		
29	Commitment to maintain dietetic profile within the multidisciplinary team.	Y		
30	Self-reliant and self-motivated but willing to seek advice and support of others.	Y		
31	Supportive approach to learners.	Y		
32	Ability to respond to unpredictable work patterns	Y		

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33	Enhanced CRB Disclosure	Y		
34	Collaborative and constructive		Y	

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