**NHS GRAMPIAN**

# JOB DESCRIPTION

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| 1. **JOB IDENTIFICATION**   **Job Title: Dietitian**  **Department: Nutrition & Dietetics Department**  **Location: Dr Grays / Glass Green ,Elgin**  **Hours: 37.5 hours per week**  **Grade & Salary: Band 5 £24,670 - £30,742 per annum**  **Contract: Fixed Term - 9 months**  **Job Reference: MK005882** |

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| 1. **JOB PURPOSE**   To work within the standards set by the Professional Body and Health Professions Council to provide a nutrition and dietetic service to delegated areas across the Moray HSCP as part of 2 rotations across primary and secondary care settings.   * To identify the nutritional diagnosis, select, assess, plan and deliver nutritional care to patients who are in need of dietetic therapy as part of their treatment/condition. This will involve integration of acute and rehabilitation stages of care. Translate the science of nutrition into practical dietary advice, manage own caseload of patients and maintain associated clinical records. * To educate and train healthcare undergraduates (including dietetic students), nursing and auxiliary staff, other health care professionals, patients and the general public on nutritional issues. * To act as a source of expertise on nutritional therapy to patients, other health care professionals, GPs, Consultants, and the general public. * To participate in the delivery of nutrition health improvement projects which aim to improve the knowledge base of the public and the health status of the population. |
| Gastro  Specialist  **Organisational Chart**  Dietetic Manager  Senior Team Lead  Diabetes  Specialist  Paediatric  Specialist  Band 6  Band 5 x 2  HCSW  This post |
| **4. SCOPE AND RANGE**  Acute Rotation  Acute rotation provides a dietetic service to:  -medical wards  -surgical wards  -orthopaedics  -HDU  -Stroke Rehabilitation ward  -Maternity Unit  -Ward 4 ( mental health)  Participate in Multi-Disciplinary Team Meetings  The main conditions encountered include oncology, orthopaedics, neurological,  gastroentistinal and respiratory.  Community Rotation:-  This rotation provides a dietetic service to:-  Community hospitals (mainly care of the elderly, rehabilitation and neurological) within Moray.  Community dietetic clinics per month (obesity, gastrointestinal, food intolerance, nutritional support etc.)  Home visits and nursing home visits within locality (including patients on artifical tube feeding, nutrition support, diabetes, dysphagia etc)  Throughout each rotation, the post-holder will also be responsible for specific nutrition training events, clinical governance projects and health improvement projects, as delegated.  Dietetic Students – up to 6 per year (A, B and C placements).  Cover for dietetic colleagues including in and out patient work during periods of annual/study/sick leave as delegated. |
| **5. MAIN DUTIES/RESPONSIBILITIES**  Clinical/Practice responsibilities (75%)   * To be professionally and legally accountable and responsible for all aspects of own work including the management of patients. * To act as an autonomous practitioner selecting, managing, planning and delivering the most appropriate treatment programmes for patients, using appropriate nutritional assessment techniques and equipment, working within established protocols and structured supervision. * Participate in delegated health improvement initiatives with a nutrition component using the appropriate skills and methodologies to ensure positive behaviour change within groups and the general public with supervision from senior community dietitians. * To advise and recommend the use of “prescription only” and “ACBS” nutritional preparations and drugs for the treatment of patients, as appropriate. * To monitor and review nutritional care plans, against outcome measures and adjust care plan to facilitate achievement of treatment goals. * To ensure the safe and timely discharge of patients, including those receiving home enteral tube feeding and oral nutritional supplements, involving liaison with GPs, Community Dietitians, and other relevant health care staff and agencies. * To communicate and receive complex and sensitive information and present this is an understandable form to patients, which may include giving unwelcome or difficult to accept information. * To establish effective helping relationships with all patients, through the application of high level communication and interpersonal skills and use such skills to help patients to recognise and overcome barriers to change. In cases where there are significant barriers to understanding, the use of empathy, reassurance and analysis to uncover social/psychological factors will be required. * Liase with Catering Services to ensure appropriate provision of therapeutic diets, supplements and feeds and provide written guidance, advice, support and training to staff to ensure patient needs are met. * To keep accurate records of clinical interventions, advice given and the outcome of decisions taken as per professional code of conduct and departmental guidelines, undertaking collection of caseload/workload statistics as required. * Plan, conduct and evaluate group nutrition education sessions for specified patient groups e.g. cardiac rehabilitation and obesity management. * Provide cover for colleagues while they are on leave, including cover for senior staff (once training has been provided).   Professional responsibilities (10%)   * To work within the British Dietetic Association Code of Professional Conduct, HPC Standards and demonstrate relevant professional development activities and the maintenance of expertise, knowledge and skills, including CPD, journals clubs and maintain personal CPD portfolio. * Prioritise own work area, balancing clinical, health improvement, educational and professional demands in line with personal and department work plans and objectives. * Participate in clinical supervision at regular intervals with a delegated clinical supervisor * To contribute to the development and updating of departmental evidence based clinical standards/guidelines, policies, procedures and patient information which represent evidenced based dietetic practice. * To participate in audit and/or research projects and in the development and implementation of best practice * To attend multi-disciplinary team meetings and contribute effectively, representing the dietetic team, as required.   Education(10%)   * Assess the need for nutrition training within other staff groups and plan, organise, deliver and evaluate presentations and training events on nutrition related matters. * To contribute to the training of pre registration student dietitians, contributing to programme planning, providing clinical supervision and acting as a mentor to students as required  Other duties (5%)  * Be aware of and adhere to Department and Trust policies and procedures. * Attend and participate in departmental meetings. * Undertake any other duties as required and agreed with Nutrtion and Dietetic Services Manager to meet the needs of the service. |

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| 1. **SYSTEMS AND EQUIPMENT** | | | |
| **Equipment/System** | | **Use/Purpose** | |
| *IT:*   * Computers   *Telecommunications:*   * Telephone * Fax * Bleep   *Nutritional Assessment Equipment:*   * Scales * Stadiometer * Calculator * Skinfold Calipers * Tape Measure * Weight/Body Mass Index Ready Reckoners   *Administration:*   * Patient Record cards  Medical Notes/Nursing Notes/Care Plans  * Dietary Information Sheets * Documentation for patients dietary needs * Statistic sheets   *Reference Materials:*  Clinical research papers/journals  *Other:* Food Models  * Enteral Feeding Pumps * Oral Nutritional Supplements & Enteral Tube Feeds * Photocopier | | * Data Collection & Analysis [PAS] [Excel] [CDC] * Nutritional Analysis [COM PEAT] * Email Communication – Internal/external * Laboratory Results * Information Leaflet Development [Word/Publisher]  Clinical Presentation Development [PowerPoint]  * Internet for accessing clinical information * internal & external communication * internal & external communication * source of immediate contact * Weighing patients * Measuring Height * Measurement of Skinfold thickness * Recording dietetic intervention * Source of patient/clinical information and communication of treatment * Patient Education/Treatment Tool * To ensure appropriate meal provision for dietary treatment * To record patient contact * Information Source * Patient Education Tool * Administration of Nutritional Support * Nutrition Support * Copying information/literature | |
| **7. DECISIONS AND JUDGEMENTS**  As a member of the dietetic department the post holder will make decisions regarding dietetic conditions and diagnosis, patient care plans, caseload priority. In addition;   * Redirect continued/relevant patient care to appropriate clinician or service * Accept, assess, plan, undertake, complete and/or discontinue dietetic interventions as per presenting clinical condition of the patient * Problem solve within area of practice * Prioritise own workload, balancing clinical, health improvement, project and professional responsibilities. * Prioritise patient referrals based on clinical information * Work autonomously and independently making clinical decisions within standards of HPC, Professional Body and clinical frameworks set by Senior or Specialist Dietitians. * Seek advice and support when required via structured clinical supervision. * Makes decisions about outcomes of treatment and ongoing care of patients in partnership with multi-disciplinary team | | | |
| 1. **COMMUNICATIONS AND RELATIONSHIPS**   Clinical work requires high level communication skills which demand developed listening and questioning techniques to develop understanding and to elicit clear information/history. Work involves dealing with patients who are emotionally distressed some with multiple social and medical problems, which may require explanation and compassion. Some patients may have barriers to communication including, deafness, visual impairment, learning difficulties, literacy problems, mental health problems. | | | |
| **Individual/Group** | **Type of Communication** | | **Purpose of communication** |
| Patients  Relatives  Carers  Nursing/Auxillary Staff  Doctors/Consultants/GPs  Dietetic Colleagues  Other Allied Health Professionals  Catering | Verbal, written, case conference  Verbal, written, case conference  Verbal, written  Verbal, written, case conference  Verbal, written, case conference  Verbal, written  Verbal, written, case conference  Verbal, written | | Advise, educate, inform, counsel  Advise, educate and inform  Advise, educate and inform  Advise, educate, train, liase  Advise, inform, liase  Advise, liase, educate, train  Advise, liase, educate, train  Advise, liase, educate, train |
| **9. PHYSICAL DEMANDS OF THE JOB**   * Driving between different work settings (frequently within community rotation) * Occasional requirement to drive long distances out with Moray region e.g. conferences, study days * Frequent amount of walking, climbing stairs and standing * Carrying equipment and putting into car which is cumbersome e.g. flip chart easel, display boards, filled boxes of paper (clinic folders, leaflets, training packs), wheelchair scales, supplements * Frequent use of PC/keyboard for extended periods of time * Basic manual handling skills e.g. carrying of pumps, feeding equipment etc. * Clinical duties require post holder to concentrate for long periods of time in clinics etc. | | | |
| **10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB**   * Complex patients (due to medical conditions or ethical considerations): requires high level input, high concentration levels and detailed advice * Patients and other Health Care Professionals resistance to change. This often requires motivational and persuasive skills. * Dealing with distressed patients and their carers, including those with life limiting illness. * Working in isolation without direct access to supervisor at times. | | | |

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| **PERSON SPECIFICATION** | | |
| **ATTRIBUTES** | **ESSENTIAL** | **DESIRABLE** |
| Qualifications  Experience  Special Aptitude and Abilities  Disposition  Physical Requirements  Particular Requirements  of the Post | Degree or post graduate diploma in Dietetics  Current registration with HPC as a Dietitian  None  Good knowledge of up to date dietetic practice  Ability to work in a multidisciplinary team environment  Good verbal and written communication skills  Good time management skills  Ability to prioritise caseload/work  Flexible  Motivated, enthusiastic and forward thinking  Empathic personality  Good level of general health  Car driver/owner | Evidence of further training/CPD in dietetic practice.  Experience of dietetic work in acute and/or primary care settings  Experience of training other staff groups on nutrition  Evidence of involvement in projects/clinical effectiveness work  Knowledge of enteral and parenteral nutritional support.  Skills in group work  Knowledge and skills in nutritional aspects of chronic disease management  Knowledge of audit, standard development and supporting change in practice within teams  Interest and/or experience in student training  Networking skills  Ability to use initiative  IT Skills |
| Level of Disclosure | PVG |  |