

# Paediatric Diabetes Dietitian

## Allied Health Professions

### Job Description and Person Specification



## About Us

Under the leadership of our Chair Jacqui Smith and Matthew Trainer, our Chief Executive, we provide care for the residents of three of the most diverse London boroughs. More than half of our 7,500 strong workforce are from black, Asian and minority ethnic groups and most live in Barking and Dagenham, Havering and Redbridge. We also provide healthcare services to people in south west Essex, and specialist neurosciences services to the whole of the county.

Our services include all the major specialties of large acute hospitals, operating from two main sites - King George Hospital in Goodmayes and Queen's Hospital in Romford. We also provide outpatient services at Brentwood Community Hospital, Barking Hospital, Loxford Polyclinic, and Harold Wood Polyclinic. We have two of the busiest emergency departments in London.

As we recover from Covid-19, we're proud to be leading the way nationally in reducing the time our patients wait to get the treatment they need. The pandemic provided the drive for [our teams to innovate and change](#).

We know we have more work to do to improve waiting times for urgent and emergency care, and our performance against the four-hour emergency access standard remains challenged, in comparison to many other London trusts.

We are particularly proud of our regional Neurosciences Centre; Radiotherapy Centre; Hyper Acute Stroke Unit; and dedicated breast care service at King George Hospital. We're also pleased to be part of the NEL Cancer Alliance.

**OUR VISION:** TO PROVIDE OUTSTANDING HEALTHCARE  
TO OUR COMMUNITY, DELIVERED WITH PRIDE

## OUR PRIDE VALUES

PASSION

RESPONSIBILITY

INNOVATION

DRIVE

EMPOWERMENT

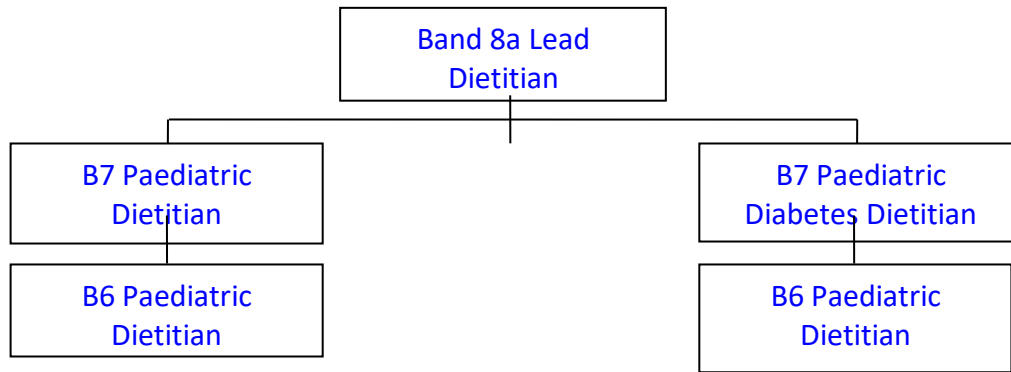
## Job Description

<b>Job title:</b>	<b>Paediatric Diabetes Dietitian</b>
<b>Band:</b>	<b>6</b>
<b>Hours of work:</b>	<b>18.75</b>
<b>Location:</b>	<b>Queen's Hospital and King George Hospital</b>
<b>Specialty/department:</b>	<b>Nutrition and Dietetics /Therapies</b>
<b>Accountable to:</b>	<b>Head of Therapies</b>
<b>Responsible to:</b>	<b>Therapy Service Manager</b>

### 1. Job purpose

- To deliver a high quality, evidence-based Nutrition and Dietetic Service to paediatric inpatients and outpatients with diabetes, for Barking Havering and Redbridge University Hospitals NHS Trust (BHRUT). The post holder will be expected to work across site if necessary (Queen's Hospital, King George Hospital).
- To be responsible for providing specialist nutritional care, including assessment, intervention and monitoring, for paediatric patients with diabetes; and their carers.
- To work as an integral part of the Paediatric Dietetic Team and to act as an expert resource on paediatric diabetes, providing education and training to dietetic students and other health care professionals across the organisation.
- To contribute to the Trust clinical governance programme by participating in continuing professional development, audits, service development and implementation of evidence-based guidelines/protocols/policies.

## Organisational Position



## **2. Relationships**

The post holder is expected to establish and maintain positive interpersonal relationships with other staff members characterised by trust, mutual respect, and open, honest communication.

### **Internal Relationships**

Own Team  
Line Manager  
MDT members  
Consultants/Paediatricians  
Specialist Nursing  
Ward staff  
Therapists  
Child Protection Service

### **External Relationships**

GPs  
Collaborative Care  
Social Services  
Schools  
Other Hospitals  
Community Dietetic Services

## **3. Clinical / operational responsibilities**

- To be responsible for providing specialist clinical assessments and treatments including appropriate dietary counselling to paediatric patients in a variety settings.
- To work autonomously to provide expert advice to patients, family members and clinicians. This will involve nutritional diagnosis and assessment (interpretation of biochemistry, anthropometrics, clinical condition, diet history and social history) using evidence based guidelines.
- To use professional judgment and clinical expertise to independently interpret and analyse situations and information to formulate treatment plans according to evidence based practice and modify according to changes in clinical condition.
- To contribute to the dietetic service to children and young people with diabetes and represent the department in paediatric diabetes trust-wide
- To be able to communicate complex patient related information facilitating positive outcomes and ensuring collaborative working.
- To communicate, motivate and negotiate with children and young people (including parents, guardians, carers and staff) in different settings regarding appropriate treatment plans. Including exploring complex issues with patients, carers and other

health care professionals; helping to make complex decisions and come to terms with diagnosis.

- To communicate highly complex nutritional and/or medical information effectively to ensure patient understanding of their condition and treatment, especially where there are significant barriers to acceptance which need to be overcome, using the highest level of interpersonal and communication skills. To tailor communication to the needs of different groups and use available resources to meet the differing needs of the population e.g. ethnic minorities, hearing and visually impaired and physical disabilities
- To maintain sensitivity at all times to the emotional needs of patients and their carers in particular when imparting potentially distressing information regarding the nature of their condition and implications of the same.
- To facilitate lifestyle change and health behaviour modification using highly advanced interpersonal communication skills, using a variety of techniques including motivational interviewing and cognitive behavioural techniques.
- To be able to discuss blood results with children and young people with diabetes and adjustment of dietetic requirements as necessary.
- To arrange appropriate outpatient follow up for patients discharged from the paediatric wards, this may include home visits.
- In conjunction with the paediatric diabetes specialist nurses, to contribute to the education programme for newly diagnosed children and young people and provide on-going updates throughout the child or young person's attendance at the outpatient clinics.
- To undertake teaching to patient and carer groups within a community setting using a variety of teaching methods and resources.
- To maintain good communication with hospital and community departments and services and ensure safe discharge into the community.
- To ensure the seamless transfer of dietetic care between children and young persons and adult services, internally as well as external to the organisation.
- Maintain accurate, comprehensive and up-to-date documentation, in line with legal and departmental requirements and communicate assessment and treatment results to the appropriate disciplines in the form of reports and letters. Confidentiality must be maintained at all times.
- To work closely with ward staff to ensure patients nutritional needs are met through ward and catering provision of meals.

- To act as a resource for other members of the multidisciplinary team on nutritional management of paediatric diabetes.
- To communicate effectively and work collaboratively with medical, nursing and therapy colleagues to ensure delivery of a co-ordinated multidisciplinary service, attending meetings and leading the MDT where necessary.
- To participate in and provide clinical supervision to dietetic students and more junior members of the team for whom you have direct responsibility. This will include use of formal appraisal documentation where appropriate.
- Ensure students are actively supported to enable them to achieve their learning needs.
- To participate in and provide spontaneous and planned advice and training to patients, carers, colleagues and other healthcare professionals to promote an understanding of the aims of dietetic treatment to ensure a consistent approach to patient care. Training may be undertaken in both acute and community settings.
- To support new staff and their integration within the team.
- To be involved in the development and production of new educational resources where required, and regularly review diet sheets and other written information provided to patients and alter in line with evidence based practice.
- To document patient activity data in accordance with Trust and professional standards and to meet the best practice paediatric diabetes commissioning requirements.
- To work as part of the paediatric multidisciplinary teams communicating the dietetic treatment plans using appropriate verbal and written forms of communication.
- To be able to effectively communicate with colleagues, peers, senior managers and clinical leads within the Trust.
- To be part of the London and South East Coast Paediatric Diabetes Network Clinical Pathway groups
- To be able to travel and carry (or organise the movement of) equipment required for education sessions and other ad hoc activities i.e. paediatric scales, weighing scales, food models / mats, display boards, etc.

#### **4. Policy, service, organisational and professional responsibilities**

- To be actively involved in the planning and organisation of the specialist paediatric diabetes service in liaison with the Head of Service.
- To contribute to the development and updating of evidence based clinical guidelines, policies, procedures and patient information, particularly for those required for use in the designated specialty.
- To ensure continued professional development, proposing changes to own working practices and practices relating to nutrition across the designated specialty, based on current evidence and best practice.
- To work as an autonomous practitioner working within the BDA Code of Professional Conduct and HCPC Standards of Conduct, Performance and Ethics and Standards of Proficiency (Dietitians).
- To contribute to the development and maintenance of the profile of the dietetic profession.
- To participate in the audit process, linking in with the clinical governance agenda.
- To undertake, and assist, in the planning of own mandatory training and workshops.
- Prepare for and participate in 1:1 appraisals and Personal Performance Reviews and to achieve agreed set objectives.
- To accept clinical responsibility for a designated caseload of paediatric inpatients and outpatients with diabetes, and to organise this effectively and efficiently with regard to clinical priorities and use of time.

#### **5. General**

- All staff are responsible for the continual compliance with CQC standards and outcomes.
- The postholder must be aware of, and work in line with, our Trust's Safeguarding Adults and Children procedures.
- To be computer literate and encourage implementation of the Trust's IM&T Strategy.
- To access and operate a variety of computer databases and information systems daily, for purposes including electronic communication with an extensive range of staff and relevant professional bodies, researching specialised information, extracting patient information and creating documents for presentations, letters and audits.



- To be competent in the use of information technology including the formulation of databases for research and audit purposes as well as the use of nutritional packages for assessment of patients nutritional requirements and dietary adequacy.
- To recognise and appropriately manage the emotional effort of being involved in the care of paediatric patients managing a long term condition.
- To manage the physical effort of working across hospital sites, frequently moving between wards and floors, standing for long periods of time, carrying heavy folders and equipment such as weighing scales, food models, mats and display boards.
- To manage working in unpleasant conditions such as environments where there may be unpleasant sights, smells, noises and temperature fluctuations e.g. hospital wards, on a daily basis.
- To undertake any other duties commensurate with the post, as requested by the Clinical Lead Dietitian or Band 7 Paediatric Diabetes Dietitian.

## **6. Personal development**

All staff are required to be appraised by their line managers at least once a year at a personal development review meeting where progress made over the last year is discussed and agreed. Focus on the following year's departmental and personal objectives will be identified, discussed and agreed. Where necessary, help and support will be provided and development opportunities agreed in line with service provision and knowledge and skills competency framework.

## **7. Mandatory Trust responsibilities**

### **Amending the job description**

This is a newly created role and it is expected that as the organisation develops and changes, it may be necessary to vary the tasks and/or the responsibilities of the postholder. This will be done in consultation with the postholder and it is hoped that agreement can be reached to any reasonable changes.

### **Confidentiality**

The post holder must at all times maintain a complete confidentiality of the material and information that they handle. Any matters of a confidential nature, or in particular, information relating to diagnoses and treatment of patients and individual staff records must not, under any circumstances, be divulged or passed on to any unauthorised person or persons. The postholder must respect patient named confidentiality in keeping with “Caldicott principles”.

### **Data protection**

The Trust relies on special provisions under data protection legislation to process personal information. Personal information includes name, address, national insurance number and date of birth as well as anything else confidential or sensitive. For example, racial or ethnic origin, trade union membership, health and the commission or alleged commission of any criminal or civil offences.

The Trust’s fair processing notice is on our [website](#) details what personal information the trust uses, why this is required, the lawful basis for processing (legitimate reasons for collection, storage, usage and sharing), how the Trust processes (uses, stores, retains, disposes and protects) personal information, retention periods, who we share personal information with, confirmation of your information rights and the process for reporting a complaint or concern.

The Trust will lawfully process your personal information in compliance with data protection legislation.

### **Leaders’ agreement**

If the post holder has leadership and/or line management responsibility, then they are responsible for demonstrating, and developing in line with, the standard of behaviour as outlined in our Trust ‘Leaders’ Agreement’.

### **Policies and procedures**

The post holder will be expected to comply with all statutory legislation, Trust Financial Framework Guidance and approved national and local policy. The postholder is also expected to be aware of our Trust’s Risk Management Strategy which includes the responsibilities placed on them by the Health and Safety at Work etc Act (1974) and the Clinical Governance Framework. All employees are expected to comply with all Trust Policies and Procedures.

### **Safeguarding children and vulnerable adults**

Safeguarding and promoting the welfare of children, young people and adults is central to the care provided by our Trust and the post holder must be aware of their responsibilities and work in line with our Trust's Safeguarding Adult and Children Procedures.

### **Health and safety**

Under the Health & Safety at Work etc. Act (1974), it is the responsibility of individual employees at every level to take care of their own health and safety and that of others who may be affected by their acts or omissions at work. This includes co-operating with management in complying with health and safety obligations, commensurate with their role, to maintain a safe environment and particularly by reporting promptly any incidents, defects, risks or potential hazards.

You must co-operate with Management in discharging its responsibilities under the Health and Safety at Work etc Act 1974 and ensure the agreed safety procedures are carried out to maintain a safe environment for patients, employees, others and visitors.

### **Sustainable development and our health and wellbeing**

The Trust is committed to UK Climate Change Act and NHS Sustainable Development Unit strategy to reduce its business activity related carbon emissions and its impact on the environment. Our Sustainability vision is to "continually sustain, retain and enhance the savings and culture change to meet our sustainability commitments."

All staff are required to support the Trust's Sustainability vision, which aims to minimise environmental and healthcare impacts by developing preventative approaches. This will help improve the internal and external environment, reduce impact on natural and energy resources, reduce air pollution, prevent infection, provide financial savings and improve the health and wellbeing of staff, patient and the public.

All Managers Band 7 and above are required to take appropriate responsibility in their departments. They are expected to support in raising awareness, encouraging staff on waste segregation, energy savings, promoting active and healthy modes of travel, help reduce waste and embed sustainability by completing a Sustainability Impact Assessment on their local activity and business cases.

### **Infection control**

Employees must be aware of the responsibilities placed upon them by The Health Act (2007) to ensure they maintain a safe, infection free environment. This includes the knowledge and understanding of the management of infected patients and the principles of Standard Infection Control Precautions including the correct technique for Hand Washing and the appropriate use of Personal Protective Equipment (PPE).

### **Smoke free**

Our Trust buildings and grounds became fully Smoke Free on National No Smoking Day 11th March 2015. Our Trust expects all staff to promote healthy living and to set good examples in their own behaviour. Those not ready to quit smoking must remain smoke free during working hours, and will not be able to smoke in Trust uniform, in Trust grounds including car parks, while driving on Trust business or take smoking breaks. Second hand smoke causes

heart and lung disease, and is harmful to young children. However, disposable or rechargeable e-cigarettes (“vaping”) may be used outside hospital buildings.

### **General**

The post holder will be expected to comply with all statutory legislation, Trust Financial Framework Guidance and approved national and local policy.

The postholder will be expected to be responsible for his/her continuing professional development and to take a proactive approach to maintaining personal and professional effectiveness in an evolving role.

The duties and responsibilities described in this Job Description are intended to be indicative but not exhaustive of the responsibilities of the postholder. As our Trust develops, the requirements of the job may change and the postholder is expected to adapt to these changes.

### **Equal opportunities policy**

Our Trust operates in a multi-ethnic area. All members of staff are expected to take into account equalities in all areas of work.

All employees are expected to abide by our Trust’s equal opportunities policy, failure to do so could result in disciplinary action up to and including dismissal.

### **Behavioural Qualities**

- To be inclusive, promote equality and diversity, and challenge discrimination.
- To be kind and treat people with compassion, courtesy and respect.
- Be empowered to make improvements to the way care is delivered and the way services are run.
- Foster strong teamwork and take care to understand what matters to patients, service users, residents and staff.
- To be optimistic and ambitious and are not afraid to step out of our comfort zone when working with others.

**Date: 04.03.24**

**Prepared By: *Lindsay Newell***

## Person Specification

Selection Criteria	Essential Criteria	Desirable Criteria	Means of Assessment
<b>Education/Qualifications</b>	<ul style="list-style-type: none"> <li>Degree in Nutrition &amp; Dietetics or equivalent</li> <li>Registered as a Dietitian with the HCPC</li> <li>Evidence of a range of CPD activities</li> <li>Minimum 2 years of experience working as Dietitian</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of further postgraduate study e.g. paediatric course</li> <li>Membership of BDA and specialist group</li> <li>Carbohydrate counting and insulin pump training</li> </ul>	Application/Interview
<b>Skills/Abilities</b>	<ul style="list-style-type: none"> <li>Able to communicate with clients using dietary counselling, motivational and negotiation skills</li> <li>Experience of communicating with parents, guardians and carers, translating complex issues into manageable information</li> <li>Basic awareness of IT and IT skills</li> <li>Knowledge of Clinical Governance</li> <li>Good time management skills</li> <li>Good interpersonal skills</li> <li>Ability to work effectively as part of a team and independently</li> <li>Able to analyse information and to make judgements on dietetic issues</li> <li>Able to learn and develop new skills</li> <li>Demonstrate excellent presentation skills</li> </ul>	<ul style="list-style-type: none"> <li>Clinical supervision skills</li> <li>IT skills to support clinical practice (e.g. patient information systems, e-mail, internet, literature search, dietary analysis, word processing, presentation packages)</li> </ul>	Application/Interview
<b>Experience/Knowledge</b>	<ul style="list-style-type: none"> <li>Relevant clinical dietetic experience including paediatric dietetics</li> <li>Knowledge and experience of working</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working with insulin pumps</li> <li>Experience of delivering training to health care professionals.</li> </ul>	Application/Interview

	<p>with patients with diabetes</p> <ul style="list-style-type: none"> <li>• Delivering training sessions</li> <li>• Involvement in audit, research and development</li> <li>• Experience of providing support to junior dietetic staff &amp; student training</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working with multi-disciplinary teams</li> </ul>	
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Putting people first</li> <li>• Prioritising quality</li> <li>• Enthusiastic</li> <li>• Being professional and honest</li> <li>• Ability to work under pressure</li> </ul>		Application/ Interview