



**University
Hospitals Sussex**
NHS Foundation Trust

Job Description and Person Specification

Job Description

Job Title	Specialist Diabetes Dietitian– Royal Sussex County Hospital & Princess Royal Hospital
Band	Band 6 (agenda for change)
Hours	30 hours per week
Department	Nutrition and dietetics
Division	Clinical Support Services
Location / Hospital Site	Royal Sussex County Hospital & Princess Royal Hospital
Responsible to	Advanced Diabetes dietitians – day to day
Accountable to	Principal Dietitian – Renal, diabetes & community
DBS Level	Enhanced
DBS Barring	Adults
DBS Workforce	Adults

Role Summary

Working as part of the dietetic team, assess, treat and manage patients referred for diabetic dietetic advice.

Provide dietetic advice to outpatients with diabetes in outpatient clinics.

To lead on the dietetic service for gestational diabetes.

Work with the diabetes MDT to support diabetic patients and provide education.

Provide training to student dietitians and supervise their clinical placements.

Undertake relevant audit to further best practice.

Provide cover for dietitians during periods of leave.

Key Working Relationships

Internal:

- Other dietitians in the team and the wider department and Trust
- Dietetic administration staff
- Wider MDT: Consultants, nurses, specialist nurses, palliative care teams, physiotherapists, speech and language therapists, occupational therapists, pharmacists and social workers
- Patients and their carers and relatives

External:

- GPs, community nurses, dietetic or multi-professional networks relevant to clinical area.
- Physiotherapists, speech and language therapists, occupational therapists, pharmacists and social workers
- Dietitians from other hospitals when transferring patients
- Patients and their carers

Main Duties and Responsibilities

Communication

- Communicate effectively with all staff, patients, carers and students both in writing and verbally.
- Effectively manage communication barriers.
- Liaise with patients, carers, nurses, GPs, dietetic colleagues and other relevant health and social care staff and agencies to plan and facilitate the review of patients.
- Be contactable via phone/email during working hours.
- Report regularly to senior/principal dietitians on affairs relating to the job role.

Service Delivery and Improvement

- Manage unexpected/emergency situations on a daily basis and have the ability to prioritise workload in response to unpredictable working pattern.
- To decide priorities for own work area balancing other patient-related and professional demands.
- Analyse and interpret biochemical data and make treatment recommendations.

- Contribute to operational and strategic planning of the dietetic service within the Trust.
- Participate in multi-disciplinary initiatives which have a nutritional component.
- Regularly use equipment such as scales, length measure and occasionally skinfold callipers and demonstrate their correct use to others.
- Be able to use software packages such as Microsoft Word, Powerpoint and Excel and to use the patient management system (Careflow/System One)
- To record and submit clinical activity data according to department, Trust and professional procedures.
- Follow and respond to national recommendations and local policies and adapt practice and advice accordingly.
- Research, develop and write relevant literature for patients, carers and trained professionals.
- Audit an aspect of the service each year.

People Management and Development

- Provide training, assessment and supervision of undergraduate/student dietitians.
- Develop, deliver, and evaluate up-to-date training to health care professionals and catering staff and patients.
- Participate in the Trust Appraisal scheme.
- Be professionally and legally accountable for all aspects of own work, including the management of patient caseload working autonomously with access to guidance and support from senior team member if required.
- Maintain Continuing Professional Development and contribute to the continuing professional development of the department.

Patient Care Delivery

- Undertake dietetic assessments of referred patients taking into account medical, social, cultural and psychological factors. Calculate nutritional requirements based on the interpretation of anthropometry, biochemistry, clinical condition and other physical parameters.

- Determine and prescribe the appropriate dietetic treatment and develop treatment plans.
- Advise on the prescription of borderline substances such as nutritional supplements, tube feeds and vitamin and mineral supplements and liaise with appropriate agencies about monitoring.
- Provide nutrition and dietary advice which is based on current evidence and is appropriate to the patient's medical, social, cultural and psychological factors.
- Negotiate change with patients to enable them to achieve targets, overcoming barriers to change including dietary, environmental, social and psychological factors.
- Communicate complex information in an understandable form to patients who may have barriers to communication and understanding.
- Monitor and review dietetic care plans against outcomes and adjust care plans to facilitate achievement of goals.
- Communicate the outcomes of assessments to carers and to other healthcare professionals / the MDT and ensure dietetic interventions can be implemented through interdisciplinary working.
- Make recommendations to medical colleagues regarding the adaptation of medication that may interfere with nutrient or drug absorption.
- Act as an expert resource to other health professionals, within and outside the trust, requiring specialist advice in all aspects of nutrition.
- Practice clinical excellence by carrying out evidence based practice and the development of standards, policies and guidelines within this area of work.

Learning and Development

- Attend mandatory training updates as required.
- Undertake training as necessary in line with the development of the post and as agreed with the line manager as part of the personal development process.
- Achieve and demonstrate agreed standards of personal and professional development within agreed timescales.
- Identify own learning needs and jointly plan training requirements with your line manager.

- Participate in the Trust's appraisal process to discuss how your role will help deliver the best possible care to our patients and help to deliver any changes in service.

This job description is an outline of the role and responsibilities. From time to time due to the needs of the service, we may ask you to flexibly undertake other duties that are consistent with your role and banding, including project work, internal job rotation and absence cover.

The job description and person specification may be reviewed on an ongoing basis in accordance with the changing needs of the department and the organisation.

Mission and values

The mission of University Hospitals Sussex – what we are striving to achieve – is to provide:

'excellent care every time'

All our efforts to do this put the interests of our patients first and foremost, and are underpinned by our values:

- Compassion
- Communication
- Teamwork
- Respect
- Professionalism
- Inclusion

These values were selected by our staff, patients and public when we were talking about the merger and the sort of organisation we want University Hospitals Sussex to be.

Our mission and values are extremely important to us and we expect everyone who works at University Hospitals Sussex in any capacity to share and uphold them.

Patient First

- Patient First is our Trust-wide approach to improving the quality of care for patients and to build and embed a culture where staff can be confident that their views matter and will be heard.
- The aim is to empower all staff to lead change, raise issues, concerns, identify and implement areas for improvement within the workplace and find solutions collectively as part of a team.
- Staff will be equipped with skills to identify improvement opportunities and supported to see those through
- It encourages all staff to be innovative and drive forward quality improvement and positive changes in their areas.
- The philosophy behind this is centred on:
 - Standardisation, system redesign and the improvement of patient pathways to eliminate error and waste and improve quality

- The patient being at the heart of every element of change
- Embedding cultural change across the organisation, where everyone is passionate about delivering exceptional quality every time and “where better never stops”.
- Continuous improvement of our services through small steps of change
- Constantly testing the patient pathway to see how we can develop
- Encouraging frontline staff to lead the redesign processes
- Equal voices for all
- Engagement of staff is a big factor in job performance.
- Good engagement leads to improved quality, mortality and safety measures

Safeguarding Children and vulnerable adults

UHSussex is committed to safeguarding and promoting the welfare of children and adults and to protecting them from the risks of harm. The Trust recognises its responsibility to ensure that safe working conditions and systems are in place for staff working with children, adults, and families in their care. Staff are required to comply with Trust policies on Safeguarding and to undertake the appropriate level of mandatory in-service training in this area.

Equality, Diversity and Inclusion

Inclusion and respect are core values at UHSussex, and we are committed to diversity and equality. This means treating colleagues and patients with professionalism, ensuring everyone feels welcome and included, valuing different backgrounds and experiences, and challenging inequalities.

Having all our staff feel safe, supported, included and valued will lead to better care and outcomes for our patients – our True North Objective.

All staff have a duty to report any behaviours which contravene this to their managers.

Workplace and Environmental Factors

Physical	Keyboard skills Good level of general health, able to undertake duties of the post
Emotional	Dealing with patients, parents/carers with complex medical conditions Dealing with people with challenging behaviour Deal with people with life limiting conditions
Mental	Prepare reports Analyse statistics to present information on which decisions can be made. Analyse complex clinical information

Working Conditions	<p>Work in clinical areas</p> <p>Work and consult patients via computer and colleagues via teams meetings and other virtual platforms</p> <p>Travel to various sites including GP surgeries</p>
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Person Specification

Requirements	Level required	How assessed	Level required	How assessed
	Essential	Application form (AF) Selection interview (I) Assessment (A)	Desirable	Application form (AF) Selection interview (I) Assessment (A)
Professional Registration	State registered Dietitian Member of the British Dietetic Association Current registration with Health Care Professions Council (HCPC)	AF	Member of the BDA diabetes specialist group	AF
Experience/Qualifications	<p>Degree or Post-Graduate Diploma Dietetics</p> <p>Evidence of clinical supervision of student dietitians</p> <p>Evidence of recent and relevant CPD</p> <p>Substantial post-graduate clinical dietetic experience with a range of acute inpatients and outpatient specialities.</p> <p>Experience of working in the nutritional management of patients in this speciality</p>	AF/I	<p>Post registration training in cognitive behavioural therapy.</p> <p>Advanced diploma/masters in dietetics.</p> <p>Post registration course(s) in relevant areas of motivation / counselling skills</p>	AF/I

<p>Skills</p>	<p>Good and up to date clinical dietetic skills and knowledge</p> <p>Experience of multi-disciplinary working</p> <p>Good written, verbal communication and presentation skills with people from a wide variety of backgrounds</p> <p>Ability to work as a team member</p> <p>Ability to motivate self and others</p> <p>Understand complex clinical information</p> <p>Formulate treatment plans</p> <p>Ability to manage patients with complex needs</p> <p>Time management and self organisational skills</p> <p>Ability to prioritise own workload</p> <p>Evidence of having undertaken own development to improve understanding of equalities issues</p>	<p>AF/I</p>	<p>Experience of working with challenging client groups, for example those with chronic disease, those ambivalent to change, or those with communication difficulties.</p> <p>Able to present complex information or results to other professional groups.</p> <p>Use motivational interviewing techniques.</p>	<p>AF/I</p>
<p>People Management and Development</p>	<p>Excellent verbal and written communication skills</p> <p>Excellent interpersonal skills</p>	<p>AF/I</p>	<p>Attended student training course</p> <p>Experience supervising students</p>	<p>AF/I</p>

	<p>Ability to establish and maintain communication on complex information</p> <p>Supervisory skills</p> <p>Proven presentation and training skills</p> <p>Contributing to policy and service development</p> <p>Experience of Multi-disciplinary and partnership working with other professions/ teams agencies</p> <p>Experience of developing and delivering training</p>			
Equality, Diversity, and Inclusion	Evidence of having championed diversity in previous roles (as appropriate to role).	I		
Specific Requirements	Able to work across 2 hospital sites	AF/I	Car driver	AF/I
Freedom to Act	Work within broad occupational policies	AF/I		