

Job Description

Post Title	Advanced Dietitian
Band	7
Directorate	Central Nursing and Governance Team
Location/Base	Trustwide
Responsible to	Lead Professional for Physical Healthcare
Accountable to	Head of Nursing Practice

Job Summary/Purpose

This job description, summary/purpose is not exhaustive, but is intended to give an overall picture of the role and associated responsibilities.

To provide clinical leadership and professional management of Dietitians Trustwide. To ensure that the highest professional standards and attitudes are maintained at all times so that care is delivered in accordance with evidence-based practice/research.

The post holder will be professionally accountable for their own complex caseload and also responsible for overseeing an effective/high quality specialist Dietetic Service across the Trust. The post holder will work flexibly across a range of services providing input into both district and specialist mental health services using evidence based and person-centred principles, to assess, plan, implement and evaluate treatment.

To be professionally and legally accountable for all aspects of professional and clinical work, working to agreed local, national and professional standards.

In addition to this the post holder will provide specialist advice to the Trust and support the organisation to deliver its food and nutrition policies through the provision of specialist advice, resources, training and education.

The post holder will be responsible for ensuring that the Dietitians receive supervision and support appropriate to their role and ensure that Personal Development Plans (PDP's) are in place.

The post holder will also contribute towards business planning associated with the Dietetic Service.

Main Duties & Responsibilities

Heading	Duty/Responsibility
Clinical Responsibilities	<ul style="list-style-type: none"> • Manage a highly specialist caseload from referral to discharge such as complex NG/PEG feeding, eating disorders and physical health conditions requiring specialist dietetic input. • Lead role in ensuring that the highest professional standards and attitudes towards the care of patients and their carers are maintained at all times. • Lead in the provision of highly specialist nutrition advice to patients and carers with regards to their conditions using

	<p>evidence-based practice.</p> <ul style="list-style-type: none"> • Provide specialist advice to the Dietitians and other members of the multi-disciplinary team, including formal supervision, training and education. • To play an active role in the implementation of the Trust AHP Strategy (2019). • To support the implementation of the Trust Nutrition and Hydration Policy. • To support the Trust with the Diabetes agenda. • To support the delivery of the Trust's Physical Health and Wellbeing Policy. • To ensure that the Dietetic Service is up-to-date with best practice guidance and standards, demonstrating clinical credibility. • To participate in the development and evaluation of nutrition and dietetic resources ensuring that the information is current and consistent with the diverse range of patients in the Trust. • To work collaboratively with other members of the Central Nursing and Governance Team to develop services. • To contribute towards the development of operational guidance and the delivery of identified Key Performance Indicators (KPI's) and CQUIN's. • To ensure high visibility and access to patients, carers and staff. • To contribute to the achievement of the PLACE benchmarking processes upon request.
Administrative Responsibilities	<ul style="list-style-type: none"> • Undertake administrative tasks in relation to own portfolio. • Ability to use Microsoft Office on a daily basis and the clinical information system; Paris. • Lead on the preparation and delivery of teaching materials, presentations as required.
Responsibility for Information Systems and Documentation	<ul style="list-style-type: none"> • Responsible for maintaining accurate and contemporaneous clinical records. • Use Paris in accordance with Trust policy and professional record keeping standards. • Record information required for statistical purposes. • To be responsible for promoting an understanding within the workforce for the need to provide timely and relevant information that supports the Trust's reporting requirements.
Responsibility for Planning, Organising and Development	<ul style="list-style-type: none"> • Plans own workload and delegate within the team. • To ensure that all referrals are reviewed and progressed according to clinical need. • Undertake project management tasks with support from the Central Nursing and Governance Team. • Make recommendations to management on new models or alternative ways of working. • To provide line management and clinical supervision to the

	<p>Trust wide Dietitians.</p> <ul style="list-style-type: none"> • To support new starters and students within the Dietetic service.
Policy Development	<ul style="list-style-type: none"> • Responsible for the development of policies and procedures which require nutrition and dietetic input.
Education Training and Health Promotion	<ul style="list-style-type: none"> • Provide education and training to health and social care professionals through both formal and informal training. • To assess the learning needs of specific patients and provide either group or individual education/health promotion sessions where appropriate. • Deliver appropriate nutrition and education training programmes where appropriate/when capacity permits. • To participate in health promotion events across the Trust. • To provide specialist knowledge and learning opportunities in the workplace. • To support the learning programme of Student Dietitians on clinical placement within the Trust. • To promote the role of the mental health Dietitian within student training programmes.
Research and Audit	<ul style="list-style-type: none"> • Lead on the development of professional practice in Nutrition and Dietetics. • Attend and participate in Trust development and quality groups relevant to role.
Human Resources and Learning and Development	<ul style="list-style-type: none"> • Participate in the annual appraisal and PDP process and agree objectives with Line Manager. • Attend and participate in Clinical and Management supervision as per Trust Policy. • Provide line management and clinical supervision and mentorship to junior staff and Dietetic students as required. • Participate in any agreed projects, service developments as agreed with the Lead Professional for Physical Healthcare. • Maintain registration as a Dietitian and the professional requirements and standards for the Health Care Professionals Council. • Provide evidence of CPD and a professional portfolio. • Develop and maintain links with other Dietitians in mental health services utilising local, regional and national networks.
Communication	<ul style="list-style-type: none"> • Use of appropriate verbal and non-verbal communication methods to ensure therapeutic engagement with service users. • To understand and promote the Trust core values. • Communicate complex, information regarding patient needs in a sensitive and timely manner. • Present structured and objective information to the MDT as required. • To represent the service at a range of meetings and professional forums as required.

	<ul style="list-style-type: none"> To communicate with Dietitians from neighbouring Trusts to ensure a smooth transition of patients with Dietetic needs across our services.
Analysis and Judgement	<ul style="list-style-type: none"> Uses specialist clinical skills and reasoning to identify the needs of patients. Ability to formulate dietetic intervention and risk assessments. Modify treatment plans and interventions to maximise clinical effectiveness. Responsible for maintaining personal and professional boundaries.
Freedom to Act	<ul style="list-style-type: none"> Work within the scope of the (HCPC) Code of Professional Conduct and Professional Standards, accountable for own professional practice. Participate in regular supervision and ensuring that junior staff also receive it.
Governance	<ul style="list-style-type: none"> To support the achievement of agreed quality/performance measures. Support the continuing professional development of self and staff. In consultation with other Clinical Leads, ensure all practice is in accordance with the professional Codes of Conduct and other relevant advisory documents/legislation.
Trust Mandatory On-Going Requirements	<p>To be met by the candidate after commencing in post, these will not be assessed at the recruitment stage.</p> <ul style="list-style-type: none"> To undertake any other <i>reasonable</i> duty, when requested to do so by an appropriate Trust Manager. To understand and comply with all Trust policies, procedures, protocols and guidelines. To understand the Trust's strategic goals and how you can support them. To understand the need to Safeguarding children and vulnerable adults and adhere to all principles in effective safeguarding. To carry out all duties and responsibilities of the post in accordance with Equal Opportunities, Equality and Diversity and dignity in care/work policies and principles. To avoid unlawful discriminatory behaviour and actions when dealing with the colleagues, patients, members of the public and all stakeholders. To access only information, where paper, electronic, or, in another media, which is authorised to you as part of the duties of your role. Not to communicate to anyone or inside or outside the NHS, information relating to patients, services users, staff, contractors or any information of a commercially sensitive nature, unless done in the normal course of carrying out the duties of the post and with appropriate permission.

	<ul style="list-style-type: none"> • To maintain high standards of quality in corporate and clinical record keeping ensuring information is always recorded accurately, appropriately and kept up to date. • To ensure their day to day activities embrace sustainability and reduce the impact upon the environment by minimising waste and maximising recycling; saving energy; minimising water usage and reporting electrical faults, water leakages or other environmental concerns to the facilities department or their line manager. • Take reasonable care of the health and safety of yourself and other persons. • To contribute to the control of risk and to report any incident, accident or near miss. • To protect service users, visitors and employees against the risk of acquiring health care associated infections. • To take responsibility for your own learning and development by recognising and taking advantage of all opportunities to learn in line with appraisal and supervision.
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Further Information for Post holder

This job description, summary/purpose is not exhaustive, but is intended to give an overall picture of the role and associated responsibilities. Other duties within the general scope of the post may be required from time to time. The duties of the post and job description can be reviewed through the agreed process. All information obtained or held during the post holder's period of employment that relates to the business of the Trust and its service users and employees will remain the property of the Trust. Information may be subject to disclosure under legislation at the Trust's discretion and in line with national rules on exemption.

All Trust sites have been designated a no smoking area. The post holder is therefore advised smoking is not permitted within the hospital premises or grounds or whilst representing the Trust in the course of their duty. While the Trust will not discriminate against employing smokers, all prospective employees should be aware of this policy.

Person Specification

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*NB the above is a summary.

Essential Criteria - The qualities without which a post holder could not be appointed.	Desirable Criteria - Extra qualities which can be used to choose between candidates who meet all the essential criteria	How Assessed – AP = Application form IN = Interview OA = Other Assessment
Education / Qualifications- to be able to complete the duties as laid out on the Job Description		
BSc in Dietetics or Post Graduate Diploma in Dietetics.	Education to Masters Level (or equivalent in relevant area).	Application Form
British Dietetic Association accredited course.	Management/Leadership qualification.	

Registration with the HCPC. Certificate in Food Hygiene or willingness to undertake within agreed timescales.	Other relevant qualification.	
Experience - to be able to complete the duties as laid out on the Job Description		
<p>The post holder should:</p> <p>Significant demonstrable post registration experience in various clinical settings and age groups relevant to the post.</p> <p>Ability to work effectively as a member of a multidisciplinary team.</p> <p>Extensive clinical experience in a range of mental health settings.</p> <p>Participation in service development.</p> <p>Experience of managing/supervising a team.</p>	<p>Experience of assessing and managing the nutritional needs of mental health service users, including: dementia, forensic, adolescent, alcohol and drugs and general adults.</p> <p>Collaborative and partnership working.</p> <p>Experience of facilitating health promotion sessions.</p> <p>Developing service user leaflets and training resources.</p> <p>Liaison with catering services.</p> <p>Supervising dietetic students.</p>	Application and Interview
Knowledge - to be able to complete the duties as laid out on the Job Description		
<p>Specialist knowledge and application of current best practice in both physical and mental health settings.</p> <p>Ability to contribute towards strategic planning.</p> <p>Effective leadership skills and the willingness to develop.</p> <p>Planning and decision-making skills.</p> <p>Ability to maintain professional and personal boundaries.</p> <p>Presentation and training skills.</p> <p>Ability to communicate effectively.</p>	Project management skills.	Application and Interview

<p>Ability to reflect on and critically appraise own performance and that of others.</p> <p>Demonstrate a knowledge of the potential nutritional needs associated with mental health service users and their effective management</p> <p>Demonstrate an understanding of the professional/legal issues e.g. confidentiality, consent and best interests.</p> <p>Knowledge of clinical governance and its application.</p> <p>Awareness of equal opportunity and diversity.</p>		
Skills and Abilities - to be able to complete the duties as laid out on the Job Description		
<p>The post holder should:</p> <p>Demonstrate effective Communication skills.</p> <p>Effective assessment and care planning skills.</p> <p>Good decision making, problem solving and negotiating skills.</p> <p>Ability to manage and prioritise own clinical case load.</p> <p>Experience of managing others.</p> <p>Demonstrate organisational skills and ability to manage time effectively.</p> <p>Ability to work flexibly and cooperatively as part of a team.</p> <p>Commitment to promoting a positive image of the Dietetic Service.</p> <p>Self-aware and committed to</p>	<p>Excellent presentation skills.</p> <p>Report writing.</p> <p>Audit.</p> <p>Research.</p>	<p>Application, Interview and References</p>

professional and personal development.		
Other Requirements - to be able to complete the duties as laid out on the Job Description		
<p>Member of the British Dietetic Association</p> <p>Willingness to work flexibly in accordance with the service needs.</p> <p>There is a frequent requirement to travel extensively across the wide footprint of the Trust.</p>	<p>Innovative and self-directing</p> <p>Membership of BDA specialist groups: mental health, diabetes, obesity, later life, public health</p>	<p>Application form</p> <p>Interview</p> <p>References</p>

The Trust will consider any reasonable adjustments to the recruitment and selection process and to employment for applicants who have protected characteristics under the Equality Act 2010.

Reviewed by: Samantha Stansfield

Designation: Lead Professional for Physical Healthcare

Date: 02.09.21