

## JOB DESCRIPTION

*Opportunities for development into this role may be obtained if the candidate meets the entry level essential requirements detailed within the Person Specification. In order to successfully complete development into this role it will be necessary to fulfil a detailed development plan which will be designed on an individual bases following recruitment.*

*A candidate successful for development will be paid a band 5 Only on completion of the development plan will the successful applicant be confirmed into the position outlined in this Job Description.*

*If the development plan is not achieved within the timeframe stipulated in the development agreement, employment may be at risk.*

*CHCP reserves the right to retract the offer of progression to a higher banded role, if service provisions do not lend themselves to this model at the time the development agreement is achieved. CHCP will consult with the employee as soon as practicably possible should service provisions occur which affect the agreement.*

**JOB TITLE:** Specialist Dietitian (Development Role)

**BAND:** 5 - 6

**REPORTS TO:** Advanced Dietitian

**RESPONSIBLE TO:** Service Manager

**LOCATION:** Hull City Wide

### JOB PURPOSE

- To provide a critical role as a Specialist Dietitian within the Hull Tier 3 Specialist Weight management service for adults, families and children.
- To provide a dietetic service within a specialist area of dietetics, assessing and treating patients, translating scientific information about food and nutrition into practical everyday advice for weight management and maintaining associated records.
- Provide comprehensive assessment and provision of individual dietary advice, treatment and on-going support to patients including patient reviews and on-going case management in line with NICE guidance across Tier 3 to children, young people, adults and families in a group and 1-2-1 setting ng implementing skills and knowledge of behaviour change theories.
- In line with NICE Guidance, be responsible and accountable for the delivery of a high quality, evidenced based dietetic service for children and adults, for those seeking weight loss interventions within the Tier 3 Specialist Weight Management Service.
- To work supportively and collaboratively as part of a multi-disciplinary team (MDT) across the Tier 3 specialist weight management service, providing expert advice and support, to ensure excellent patient healthcare and contractual outcomes.

- To contribute effectively to work undertaken as part of a clinical MDT and provide professional advice and expertise to other health care professionals and the multidisciplinary team.
- To manage and clinically supervise a team of dietetic assistants, including annual performance and development reviews.

## **DUTIES & RESPONSIBILITIES**

### **Communication**

- Be able to communicate sensitively and effectively with patients, relatives and carers, including those with special needs and those who do not comprehend written and spoken English, to promote clinically beneficial dietary change.
- Frequently communicate with distressed and/or agitated patients/relatives/carers.
- Sensitively communicate bad news to patients, providing reassurance, and demonstrates perceptiveness in dealing with emotional issues relating to clients, students and staff.
- Be able to translate complex clinical and nutritional information into a format that is appropriate and understandable for patients to support compliance with dietetic intervention and advice.
- Promote dietetic practice that supports patient empowerment using advanced communication skills, which includes developed listening and questioning techniques required to elicit clear information/history upon which individual dietary management can be established, to initiate and sustain necessary lifestyle change.
- Use communication skills to motivate/encourage patients to follow treatment programmes, particularly where there are significant barriers to understanding. Use empathy, reassurance and analysis to uncover social/psychological factors which may affect a patient's ability to make positive changes in order to facilitate long term/permanent lifestyle changes.
- Work as a cohesive member of the MDT through regular communication liaising with community partners and referrers.
- Support integration and shared learning across the other tiers or weight management.
- Maintain accurate written clinical records, produce detailed patient care plans and written reports.
- Display excellent verbal and written communication skills in order to effectively communicate with a wide range of individuals including patients, colleagues and external partners.
- Utilise good presentation and group facilitation skills for effective delivery of education and training with both patients, partners and team members alike.

## Analytical Tasks

- Be able to exercise clinical judgement in assessing the nutritional status and required dietary change for patients with multiple pathologies.
- To act as an autonomous practitioner choosing, managing, planning and delivering appropriate treatment programmes for patients.
- Accept, assess, plan, undertake, evaluate, complete and/or discontinue dietetic interventions making judgements based on clinical condition of the patient on an individual and holistic basis.
- Exercise clinical judgement in assessing patient needs for appropriate treatment and adapt treatment to individual circumstances.
- Exercise clinical judgement in the development of local guidelines for the Tier 3 Specialist Weight Management Service specifically the nutrition element as required.
- Contribute to service development and delivery in a way which is responsive to users and carers. Assist in implementing changes to clinical practice and/or working practices and development of clinical guidelines/protocols as required.
- Evaluate patients' response to health care provision and the effectiveness of care.
- Demonstrate commitment to continuous service improvement with expert insight into patients' needs, ensuring all patients receive high quality care.
- Reflect on practice with peers and provide clinical supervision for fellow members of the team including dietetic assistants or other members of the team offering dietary advice.
- Act as an autonomous practitioner assessing and assisting the diagnosis of clinical conditions and providing relevant dietetic treatment programmes and monitoring as appropriate.
- Plan & deliver training to healthcare professionals and students, including dietetic students as required.
- Routinely work unsupervised with clinical support available from a senior clinical specialist.
- Monitor and review nutritional care plans against outcome measures and adjust care plan to facilitate achievement of treatment goals and ensure safe and timely discharge of patients involving liaison with MDT and other relevant healthcare staff and agencies.
- Be accountable for ensuring programme delivery is monitored using validated tools to collect and analyse patient performance outcome measures and evaluation, to ensure that the contractual KPI's are achieved, and an excellent service is demonstrated; critical and rigorous implementation of all validated.

## **Planning and Organisational Skills**

- Plan and prioritise clinical caseloads based on clinical information and overall workload balancing competing demands from both clinical & nonclinical responsibilities, to ensure effective service delivery.
- Manage own time within the Improving Working Lives initiative.
- Be able to organise, monitor and check work to ensure no element of a task is left unfinished.
- Work independently and manage own workload; able to work effectively and supportively as a multidisciplinary team member.
- Support administrative duties relating to the patients where necessary, for example letters to referrers, follow up phone calls and motivational text messages as required.
- Work flexibly and as part of the team to ensure that clinics operate at to meet patient demand. This may include evening and weekend working.
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## **Physical Skills**

- Have basic keyboard skills and demonstrates familiarity with relevant computer applications (e.g. SystmOne, Word, Outlook, PowerPoint, Excel and Publisher).
- Be competent in the use of weighing equipment.
- Be able to regularly undertake anthropometric measurements involving patient physical contact e.g. waist/hip measurement. Assist patients onto scales to obtain weight.
- Work within manual handling guidelines moving tables / chairs to position for a group setting ng. Lifting patient files/paperwork/visual aids in and out of the car when attending a clinic.
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## **Responsibility for Patient Care**

- Assess, develop and implement programmes of care and treatment, to meet the needs of a specified patient group, including those with highly complex and conflicting needs requiring specialist packages of care.
- Take the lead in generating strategies for personal caseload management.
- Be professionally and legally accountable and responsible for all aspects of own work, including the management of patients.
- Take responsibility as part of clinical team, for dietetic service delivery within the Tier 3 Specialist

Weight Management Service. This involves undertaking tasks and duties within an agreed clinical caseload and developing specialist knowledge and clinical skills for effective service deliver.

- Ensure that commitment to equality and diversity is reflected at all stages of project planning, delivery and evaluation, in line with agreed service standards.

### **Policy and Service Development Implementation**

- Develop effective working relationships with line manager, members of the MDT and other healthcare professionals to enable an integrated approach to service provision and development.
- Contribute to the development, implementation and audit of protocols/pathways by the MDT.
- Lead on the generating and implementing of nutritional guidelines for the nutritional management of patients within the Tier 3 Specialist Weight Management Service.
- Promote consistency of approach across organisations by working in line with national and professional guidelines.

*Be an active member of the Tier 3 Specialist Weight Management Service, contributing to the future strategic direction of the organisation and the implementation of its objectives. In addition, participate in team development, attend team meetings and assist in the day-to-day running of the service.*

- Embrace and implement change to provide high quality health outcomes.

### **Responsibilities for Financial and Physical Resources**

- Be accountable for the health and safety of students whilst engaged in training if required.
- Be responsible for the safe use of equipment, including that used by others.
- Ensure the safety of all patients by undertaking: risk assessments, health and safety checks, equipment checks etc., as directed by the Contract Manger and Clinical Lead. Respond to any relevant clinical / colleague issues / incidences to manage and mitigate risk and maintain best practice.
- Utilise dietetic resources appropriately and effectively (including awareness of cost) e.g. dietary information sheets & dietary products and be responsible for the safe use of equipment used within the service.

### **Responsibilities for Human Resources**

- Be responsible for the clinical supervision of dietetic assistants, student dietitians during clinical placement or anyone in the team offering dietary advice.

- In line with the organisations training and development strategy, be responsible for personal continuing education and mandatory training.
- This post involves working with adults, children / young people / vulnerable adults and as such the post holder will be required to apply for a disclosure of criminal records at an enhanced level (DBS).

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### **Responsibilities for Human Resources**

- Accountable for own professional actions, having significant discretion to work within a set of parameters, seeking advice and support from peers locally and regionally when needed.
- Interprets national and local policy/guidelines within and across local organisations.
- Operate independently within the statutory frameworks.
- 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.

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### **Responsibilities for Information Resources**

- Undertake timely and accurate data collection to support monitoring and performance management requirements.
- Maintain clinical records in line with CHCP Policies and professional requirements.
- Work with SystmOne database and input data in a timely manner in line with record keeping policy.

### **Responsibilities for Research and Development**

- Participate in the service's clinical audit programme and contribute to MDT audits.
- Contribute to the development and implementation of evidence based best dietetic practice through involvement in clinical audit and research and contribute to the development and updating of evidence based clinical standards/guidelines, policies, procedures and patient information in response to new research/best practice.
- As part of a team, input into the development and delivery of training courses for health professionals and others in obesity management. This will include establishing and organising courses, preparing content and materials, and facilitating their delivery if required.

### **Freedom to Act**

- Work within the professional code of conduct.
- Adhere to HCPC standards and registration.
- Manages caseload in an independent manner, recognising the need for supervision for cases

outside personal competencies.

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## EFFORT AND ENVIRONMENT

**Effort criteria – the frequency with which the post holder is expected to deal with the following areas should be indicated e.g. average over a day, a week, a month or a year.**

### Physical Effort

- Work within manual handling guidelines.
- Work at keyboard daily
- Driving daily
- Combination of sitting and standing and walking daily

Some physical effort required with lifting scales / height charts and setting up a room for group work including moving tables and chairs.

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### Mental Effort

- Required to maintain concentration for all aspects of patient management daily.
- Required to analyse and synthesise data whilst working through interruptions daily.
- Frequently required to multitask.
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### Emotional Effort

- Required to use counselling and motivation skills dealing with client issues.
- Occasionally required to manage highly emotional situations with clients.
- Able to resolve conflict within patient/staff relationships.
- Can be required to deliver bad news and be required to manage the emotional consequences of such.
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### Working Conditions

- May work in unpleasant conditions relating to client contact, occasionally.
- Occasional verbal abuse may be encountered.
- Some lone working
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## PERSON SPECIFICATION

### Specialist Dietician (Development Role)

*Candidates applying for a development opportunity must meet the entry level essential requirements. If successful, a detailed development plan will describe the development pathway enabling progression to the higher band. If the development plan is not achieved within the timeframe stipulated in the development agreement, employment may be at risk.*

*Should a formal qualification be identified as part of the development plan, it is essential that the successful candidate meets the specific entry requirements to enable entry onto the course(s). Being unable to access the necessary course(s) for this reason may result in the offer of development being withdrawn and employment may be at risk.*

*CHCP reserves the right to retract the offer of progression to a higher banded role, if service provisions do not lend themselves to this model at the time the development agreement is achieved. CHCP will consult with the employee as soon as practicably possible should service provisions occur which affect the agreement.*

*A successful candidate who obtains the higher-level essential requirements at the point of recruitment will commence at band 6*

	Entry Level Essential Requirements (Band 5)	Higher Level Essential Requirements (Band 6)	How will candidate achieve the Higher Level Requirements (university course, competency framework, etc)
<b>Qualifications</b>			
Degree or post-degree course in Dietetics leading to registration with HCPC.	X		
Behaviour change levels 1 & 2 (or equivalent qualification)		X	Behaviour change course as available
Specialist post registration qualification in obesity management, motivational interviewing, behaviour change		X	Motivational interviewing training
Clinical supervisory skills (basic) (or equivalent qualification)		X	Undertake clinical supervisory skills training
<b>KNOWLEDGE</b>			
Interest in working with weight management clients	X		
Basic IT skills	X	X	Becoming competent using all required electronic systems
Able to use weighing equipment safely	X		
Reflective practice	X	X	Evidence of reflection both at PADR and requirements for

			HCPC revalidation
Advanced critical appraisal skills		X	Awareness of quality improvement
Motivational interviewing skills		X	Undertaking motivational interviewing training
Negotiating skills	X		
Group work skills	X		
Awareness of student training requirements	X	X	Be actively involved in student training in the service
Able to prioritise effectively and balance workload to meet the needs of the service	X	X	Be able to supervise others undertaking supervision training
Contributes to peer support	X		
Time management skills	X		
<b>EXPERIENCE</b>			
Clinical dietetics in acute or primary care setting	X	X	Undertaking CPD opportunities in post
experience of complex patients		X	Working in post and CPD
Managing dietetic caseload	X		
Participation in training of other health professionals	X		
Developing practice of other dietitians		X	Active participation at group clinical supervision and undertaking a service development
Participation in peer support and clinical supervision	X		
Able to contribute to effective multi-disciplinary working across agencies	X		
Clinical training of dietetic students		X	After training to be actively involved in student training
Clinical audit		X	To be involved in a quality improvement initiative
Working within Tier 2, 3 or 4 weight management services.		X	Experience of working in a

			specilast service
PERSONAL ATTRIBUTES			
Conversant in the 7 C's – Care, Compassion, Competence, Communication, Courage, Commitment and Candour and the values of the organisation.	X		
Client centred	X		
Good written and verbal communication skills	X		
Professional attitude, including confidentiality	X		
Good team-worker	X		
Recognise own limitations	X		
Interest in promoting and developing dietetics		X	Actively involved in an initiative to promote the service
Willing to continue to learn and develop and able to identify learning needs	X		
Able to prioritise effectively and balance workload to meet the needs of the service	X		
Contributes to peer support	X		
Shows initiative	X		
Time management skills	X		
PERSONAL CIRCUMSTANCES			
Can physically move tables / chairs to set up a room for a clinic / group	X		
Works flexibly to meet the needs of the service which may include evening and weekend working if required	X		
Works safely	X		
Ability to commute and carry equipment.	X		

Job Holder Signature ..... Date .....

***CHCP is an equal opportunities employer, and we will consider reasonable adjustments to the requirements set out above if you are unable to fulfil the requirements because of a disability or other protected characteristic.***