

Candidate Pack

For

Community Dietitian



Follow us on social media



Our
values

We are
caring



We are
fair



We are
open



The North Middlesex University Hospital NHS Trust is a medium-sized acute and community trust with over 525 beds and over 600 community staff, serving more than 600,000 people living across Enfield and Haringey and the surrounding areas, including Barnet and Waltham Forest.

The hospital has been on its present site for over 100 years and was established as an NHS trust by statute in December 1990. The Trust's services are provided on the North Middlesex University Hospital site as well as a range of community sites across the London Borough of Enfield, including at partner hospitals. They provide services in collaboration with a range of partners, including local GPs, acute, mental health and other community health service providers across North Central London.

In the year ending 31 March 2022, the Trust reported a turnover of £419.7m and employed almost 4,000 staff. Following the transfer of Enfield Community Services on 1st April 2023, this has increased as we have welcomed over 600 new staff including District Nurses, Community Matrons, Community Physiotherapists, Psychologists and many more across a wide range of adult and children's community services in Enfield. It is an exciting time to join North Mid as we continue our journey to become an integrated care organisation to deliver high quality, seamless care in our local communities, with a focus on tackling health inequalities.

North Mid is part of North Central London integrated care system – consisting of the NHS and Local authority organisations in Camden, Islington, Barnet, Enfield, and Haringey. As with other ICS's, we are working increasingly closely with partners and indeed many of our financial and performance objectives are measured at this system level. Whilst all organisations remain as standalone, statutory bodies we have an ICS infrastructure for making shared decisions and agreeing shared approaches.

We are proud of our staff and want to ensure their training allows them to provide excellent clinical care. We are also a training unit for medical students from UCL and St George's University Grenada, and for nursing and midwifery students from Middlesex and City Universities.

Our Vision

At North Mid, we've set out sights on Trust North: a set of five clear ambitions which describe our vision for our Trust.





Additional Information

Location

Situated in North London with a multi-cultural community, the area provides a wide range of facilities and is close to the heart of London. Central London is easily accessible, with Liverpool Street and Kings Cross approximately 30 minutes away by public transport.

Benefits

We want to attract the best and brightest people to work at NMUH and that means looking after you from the moment you apply for a role at the Trust and throughout your career with us. Our staff are our most valuable asset and we believe that investing in colleagues is crucial if we want to enable everyone to reach their full potential.

Learning and Development

As a University Trust, we recognise the importance of investing in our workforce to continue to deliver the right care in the most effective way, based on a sound evidence base and continuing professional development. We offer:

- ✦ A structured leadership and management development programme
- ✦ Core skills statutory and mandatory training programmes
- ✦ A 'one-stop' induction programme for all new staff – introducing you to the Trust, our values and our services
- ✦ A structured programme of learning for trainee doctors, student nurses and students across allied health professions
- ✦ A coaching network where trained coaches throughout the Trust are matched with staff of all disciplines to provide a powerful development opportunity
- ✦ A wide range of Continued Professional Development (CPD) opportunities, working with

- ✦ partners – such as Middlesex University and University of Hertfordshire, to deliver training and development programmes and support

Health and Wellbeing

We offer a Health Hub which helps improve staff health and wellbeing across the Trust – encouraging staff to step away from their work and think about their own health. This includes:

- ✦ Workshops, challenges and social events throughout the year
- ✦ Confidential and safe forums where staff can talk about the emotional impact of their work
- ✦ An equality and diversity staff network providing support to all staff
- ✦ Mindfulness bite size taster sessions
- ✦ Mini health checks
- ✦ Free, confidential counselling services 24/7
- ✦ Reduced gym rates at a number of local health clubs/gyms

Pay and Annual Leave

- ✦ Generous annual leave: starting at 27 days and increasing after five and 10 years
- ✦ Maternity/paternity and shared parental leave schemes
- ✦ Sick pay for all substantive and permanent staff
- ✦ Range of flexible working options across the Trust including compressed hours, term time contracts, part-time working etc.
- ✦ One of the best pension schemes in the UK

Road Access and Public Transport

North Middlesex University Hospital NHS Trust is situated on the North Circular Road, the hospital is within very easy reach of the M25, M1, A1, A10 and A12. The hospital is situated close to the residential districts of North London including Enfield and Winchmore Hill, which all have an excellent environment and schools. Silver Street main line railway station is a 5-minute walk away, with services direct to Liverpool Street Station and Seven Sisters underground Station.

Our community services are based in a various locations around Enfield including:

St Michael's Primary Care Centre, Gater Drive, Enfield, EN2 0JB
 Lucas House, 305-309 Fore Street, Edmonton, N9 0PD
 Forest Primary Care Centre, 308A Hertford Road, Edmonton, N9 7HD
 Chase Farm Hospital and the Skye Unit, The Ridgeway, Enfield, EN2 8JL
 Eagle House Surgery, 291 High Street, Enfield, EN3 4DN
 Highlands Health Centre, 3 Florey Square, Winchmore Hill, N21 1UJ
 Bowes Road Clinic, 269 Bowes road, Enfield, N11 1BD
 George Marsha Centre, St Ann's Hospital Site
 Bay Tree House, Enfield

For more information about the services available at these locations click [here](#)

Our Values and Expected Behaviours

You are part of Team North Mid, a workforce over 4,000 strong. A big part of working here is having a culture and values that help us to achieve our vision of delivering outstanding care to local people.

We are caring:

What it means	Our behaviours
<ul style="list-style-type: none"> We are compassionate and take time out to check on colleagues and patients We are understanding and recognise each other as individuals We are committed to improving our community for colleagues, patients and carers 	<ul style="list-style-type: none"> Showing empathy Being curious Showing humility Listening to others

We are fair:

What it means	Our behaviours
<ul style="list-style-type: none"> We respect and understand each other's differences and backgrounds We are consistent with providing realistic, clear expectations and constructive feedback We are always looking for opportunities to develop all our staff and our services 	<ul style="list-style-type: none"> Being consistent Listening to others Supporting each other

We are open:

What it means	Our behaviours
<ul style="list-style-type: none"> We embrace change and continuously challenge ourselves and colleagues to create meaningful improvement We ask for help when we need it; we offer help when we see a colleague struggling and we are always open to challenge We actively look for new ways of working and explore new partnerships across teams, divisions and organisations 	<ul style="list-style-type: none"> Speaking up Being curious Learning from mistakes

These values are extremely important to us and we expect everyone who works at the Trust in any capacity to share and uphold these values. Further information on the Trust's values is available on our website.

Our
values



Care and Compassion

Ensure that any escalation of care concerns or safeguarding escalations are made robustly through the appropriate channel. Undertake audits and where appropriate cooperate with the corporate nursing team to maintain Trust standards of care.

Job Description

Position:	Community specialist Dietitian
Salary/Band:	Band 6 (fixed term 12 months)
Department:	North Mid Enfield Adult Community dietetic Service

Location and mobility: North Mid Enfield Community dietetic Service. Your normal place of work will be Pine Lodge, St Michael's Site, Enfield. However, you may be required to work at any other location of the Trusts interests or carry out home visit or nursing home visits. The dietetic Service is delivered on a weekday basis excluding Bank Holidays.

Hours: 37.5hrs

Responsible to: Dietetic Manager and Lead Dietitian

Accountable to: Dietetic Manager and Lead Dietitian

Annual Leave: 27 days per annum increasing to 29 days after 5 years NHS service and 33 days after 10 years NHS service

DBS checks: DBS - enhanced

Key roles are:

- To work as part of Enfield primary care dietitian team.
- To provide a specialist community dietetic service providing patient centered, therapy led nutrition support to all primary care adults resident in Enfield both in primary care clinics, Care Homes and patient's home.
- To treat and advise patients referred into the service from health professionals needing primary care dietetic input.
- To be able to supervise the Dietetic Assistants if required.

Job Statement:

To perform comprehensive dietetic assessment of patients with diverse presentations and complex physical and psychological conditions in their home or in primary care clinics or nursing homes.

To provide advice, treatment and ongoing monitoring to patients with diverse presentation living in Enfield allocated as case load.

To have excellent communication skills to work closely with GPs, hospitals and community teams.

To provide training for dietitians, students and other health professionals.

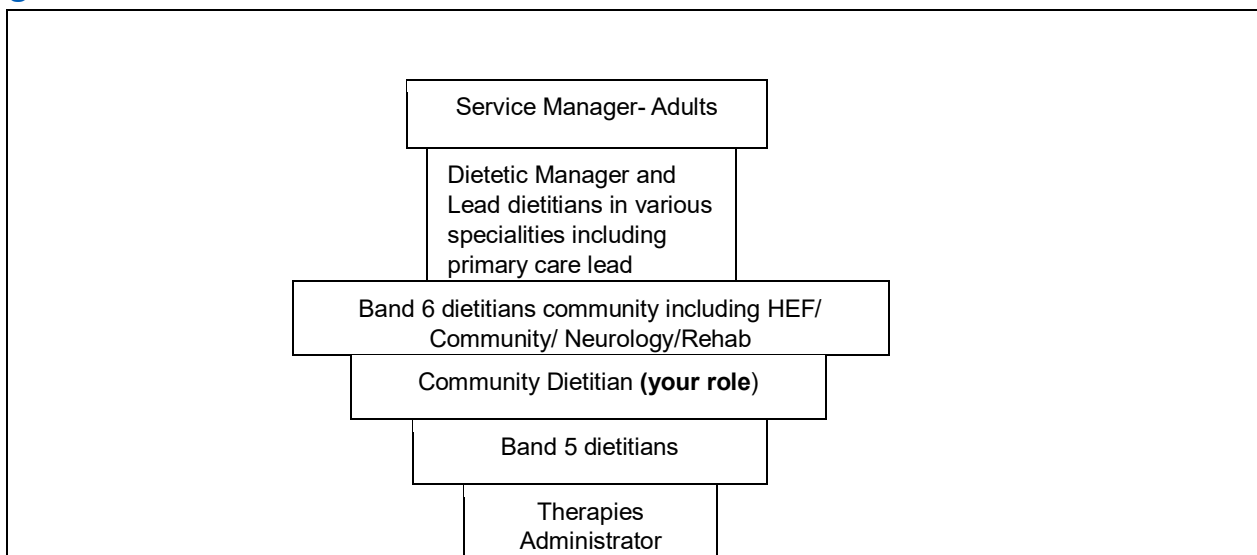
To have good organizational and time management to be able to effectively manage own case load.

To undergo supervision and development support in the form of regular individual and team supervision sessions as part of the wider Dietetic team.

To undertake evidence-based audit and or research projects to further own and team's clinical practice with support and guidance from more senior staff. Make recommendations to clinical lead/manager of service for changes to practice by the team. May contribute to the implementation of specific changes to practice or contribute to service protocols.

To be aware of and to highlight to the line manager any clinical governance issues pertaining to the role and practice.

Organisation Chart



Duties and Responsibilities:

MAIN TASKS AND RESPONSIBILITIES

Specific Duties and Responsibilities

Clinical:

1. To provide a specialist community dietetic service providing patient centred, therapy led nutrition assessment and intervention to all primary care adults resident in Enfield specified as well as providing nutrition assessment and support to patients in their homes or in care homes.

2. Using an evidence based approach; Nutritional assessment of patients, including the calculation of nutritional requirements based on the interpretation of biochemistry, anthropometry and clinical condition resulting in the formulation of a dietetic treatment plan.
3. To be responsible for setting up, with on-going monitoring and support for nutritional support patients discharged home from hospitals or referred to the service by their GP or other health professionals. This includes liaison with other colleagues and GP to arrange delivery of the service in a cost effective manner using current contracted suppliers where possible.
4. To request prescription and modify supplements based on nutritional status in a cost effective manner using current contracted suppliers where possible.
5. To implement nutritional support by arranging the necessary training to patients/carers/colleagues and ensure they have relevant resources.
6. To attend multidisciplinary team meetings and case conferences if indicated.
7. To counsel and educate patients and their carers on complex dietary interventions, ensuring compliance with dietary treatment.
8. To regularly review evidence-based literature to ensure safe and effective practice.
9. To be competent in the use of information technology including databases for research and audit purposes as well as the use of nutritional packages for assessment of patients nutritional requirements and dietary adequacy if indicated.
10. To be able to work within a team and independently including liaising with dietetic assistant and supervised by band 7 primary care dietitian. Deputise for the band 7 in his/her absence.

Professional:

1. To be responsible for maintaining own competency to practice through relevant CPD activities and maintain a CPD portfolio which reflects personal development.
2. To implement knowledge of evidence-based practice, developing a more specialist dietetic knowledge of particular conditions and patient types' applying critical appraisal skills to emerging evidence and research to develop and evaluate own practice and disseminate own learning to others.
3. Where appropriate to be responsible for supervising student dietitians or dietetic support workers under the overall supervision and direction of more senior staff.
4. Participate in the staff appraisal scheme as an appraisee and be responsible for complying with agreed personal development programmes to meet individual and service objectives.
5. Where appropriate, to undertake the appraisal of assistant and junior staff.

6. To be involved with the dietetic student training programme, developing skills and knowledge and contributing to assessments.
7. Undertake measurement and evaluation of own work and current practices through the use of evidence based practice projects, audit and outcome measures, either individually or as part of a team with more senior clinicians.
8. Be an active member of the in-service training programme, attending tutorials, individual training sessions, external courses and peer review sessions as appropriate and as identified in own PDP.
9. Be actively involved in relevant professional clinical groups, Dietetic Clinical Interest Groups, Peer Review Groups and other professional development activities such as journal clubs.
10. To be responsible for the implementation of any National, Service and Organisational policies and guidance that apply to own role or area of work

Organisational:

1. To be responsible for organising and planning own clinical caseload to meet service and patient priorities. Readjusting plans as situations change/arise.
2. To optimise the overall effective and efficient use of clinical and organisational skills and resources to ensure that you are highly responsive to clinical and local service priorities and needs.
3. To undertake the accurate collection of data for use in service reporting, audit and for monitoring the Service level agreement. In particular to complete RiO/other patient-based system data in a timely fashion, fully complying with data quality requirements.
4. To keep patient and other confidential data secure in line with Trust policy.
5. Be responsible for the safe and competent use of equipment, through teaching and supervision of practice.
6. Deputise for more senior dietetic staff in their absence allocating and organising the work of more junior staff and assistant staff to meet service priorities on a daily basis.
7. To communicate regularly and effectively with other members of the dietetic service in order to ensure seamless provision of dietetic support to patients moving between different areas of the service as required.
8. To be aware of Health and Safety aspects of own work and implement any policies, which may be required to improve the safety of own work area, including your prompt recording and reporting of accidents to senior staff, and ensuring that equipment use is safe.
9. To be aware of and support any Dietetic Service plans.
10. To comply with the organisational and departmental policies and procedures and to be involved in the reviewing and updating as appropriate.

11. To attend mandatory training and keep up date in line with organisational requirements
12. To undertake any other duties that might be considered appropriate by the Service manager

Communication :

1. To communicate effectively with patients and carers, through persuasion, motivation and explanation, to ensure adequate understanding of the condition and treatment required. Barriers to understanding such as language differences, anxiety and fear may be evident. Some issues regarding patients will be sensitive and distressing and will require tact, diplomacy and reassurance.
2. To be able to develop and use communication and teaching skills to educate the diverse and multicultural population.

Education and training responsibilities:

1. To design and deliver training as appropriate to community professionals e.g. community nurses, other multidisciplinary teams.
2. To recognise the need for continues professional development. Within the performance system and after discussing with your line manager to be responsible for accessing and attending training for professional development.
3. To feedback learning from training to inform other members of the department.
4. To join relevant professional special interest groups.
5. To actively participate in student training.

Effort:

1. Carry out assessments and treatments of patients with moderate physical and significant mental and emotional effort on a daily basis.
2. To manage the pressure resulting from frequent interruptions and requests from other professionals that require thoughtful, timely and decisive action and which necessitate adjustment and re-prioritisation of the work plan for self and team.
3. On a daily basis to implement decisions on allocation of limited resources which directly affect level of therapy intervention to specific patients and have to justify those decisions to patients, carers and others.

4. To undertake manual handling in compliance with Trust manual handling policies and local guidance at all times.
5. To deal sensitively with patients and carers who may have high levels of anxiety and aggression.
6. To interact with patients through an interpreter when English is not the patient's first language.
7. When working in a community setting, to work as lone practitioner with telephone support from a more senior therapist as required.
8. The job involves the potential for regular exposure to verbal and physical aggression.

TRUST POLICIES

Probation

Employment by the Trust is subject to a six (6) month probationary period, during which time you will be required to demonstrate to the Trust's satisfaction your suitability for the position in which you are employed. During your probationary period, your employment may be terminated by you or the Trust by providing one (1) week notice in writing.

Equality, Diversity and Inclusion

The Trust is committed to fair and transparent recruitment and selection procedures and to providing a workplace where all staff are treated with respect and feel included. It is the aim of the Trust to ensure that no job applicant or employee receives less favourable treatment because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, or sexual orientation.

Health & Safety

Employees must be aware of the responsibilities placed on them under the Health & Safety at Work Act 1974 to maintain a safe environment for both staff, patients and visitors, to observe obligations under organisational and departmental Health & Safety policies, maintaining awareness of safe practices and assessment of risk.

Data Protection and Caldicott

To obtain, process and use information (held on computer and/or manual filing systems) in a fair and lawful way. To hold person identifiable information for specific registered purposes and not to use, disclose or transfer person identifiable information in any way that is incompatible with the Data Protection Act 2018, other legislation and Caldicott requirements. To disclose person identifiable information only to authorised persons or organisations as instructed. When using email to transmit person identifiable information within or outside the Trust, the Trust Email Policy must be strictly followed.

Customer Care

The aim of the hospital is to provide patients and clients with the best possible care and services. In order to meet this aim, all our staff are required at all times to put the patient and client first and do their utmost to meet their requests and needs courteously and efficiently. In order that staff understand the principles of customer care and the effects on their particular post and service, full training will be given.

Infection Control

All healthcare workers have an overriding duty of care to patients and are expected to comply fully with best practice standards. You have a responsibility to comply with Trust policies for personal and patient safety and for prevention of healthcare associated infection (HCAI); this includes a requirement for rigorous and consistent compliance with Trust policies for hand hygiene, use of personal protective equipment and safe disposal of sharps. Knowledge, skills and behaviour in the workplace should reflect this; at annual appraisal you will be asked about application of practice measures known to be effective in reducing HCAI.

Smoking Policy

The Trust provides a smoke free work environment.

Confidentiality

Under no circumstances, either during or after the end of your employment (however it is terminated), may you divulge any unauthorised person confidential information relating to the Trust. This includes but is not limited to, information covering patients, individual staff records, industrial relations, financial affairs, contract terms and prices or business forecasts.

Clinical Governance

Staff are expected to provide patients with timely and effective care. Treatment and direct / indirect support must be based on best practice. Everyone is responsible for this and his/her job in the Trust is important in achieving this.

Rehabilitation of Offenders Act

This post is exempt from the Rehabilitation of Offenders Act 1974. Should you be offered the post it will be subject to a criminal check from the Criminal Records Bureau before the appointment is confirmed. This will include details of cautions, reprimands, final warnings, as well as convictions.

Safeguarding Vulnerable People

It is a basic human right of every child and adult to be protected from harm and NHS Trusts have a fundamental part to play in this. We expect all our staff to recognise signs of vulnerability and to report and act on any concerns in line with policy and guidance contained in 'Working Together - Every Child Matters' and 'No Secrets - guidance on developing multi-agency policies and procedures to protect vulnerable adults from abuse' on which our Trust Policies are based.

Organisational Change

As services develop and change, the post-holder may be required to undertake other responsibilities within the Trust.

Review

This job description is an outline, which reflects the present requirements of the post and is not intended to be an inflexible or finite list of duties and responsibilities. As these duties and responsibilities change and develop the job description will be amended from time to time in consultation with the post-holder

PERSON SPECIFICATION

Post:

Department:

PERSON SPECIFICATION Band 6 primary care Dietitian – Fixed term 12 months

REQUIREMENTS	ESSENTIAL	DESIRABLE
EDUCATION AND QUALIFICATIONS	<p>HPC registered Dietitian</p> <p>BSc in Nutrition/Dietetics or Postgraduate diploma or MSc in Nutrition and Dietetics</p> <p>Evidence of on-going CPD</p>	<p>Post registration training,</p> <p>Member of BDA and other relevant special interest groups</p> <p>CBT Training</p>
EXPERIENCE AND KNOWLEDGE	<p>12 months or longer broad dietetic experience including experience in working in nursing/care homes, Home outpatient clinics.</p> <p>Substantial experience working in NHS as a Dietitian</p> <p>Active contribution to training others e.g. Nursing homes, patient and carers, other health professionals or students.</p> <p>Experience in managing and organising complex patients.</p> <p>Experience in all areas of dietetics including obesity, diabetes, gastroenterology and nutritional support.</p>	<p>Audit experience</p> <p>Supervising other staff</p> <p>Experience of working in a community setting or as a lone worker</p> <p>RIO (or other IT system) experience for clinical record keeping</p> <p>Home Enteral feeding knowledge</p>
SKILLS AND ABILITIES	<p>Ability to prioritise, organise and work in a busy environment with excellent time management skills.</p> <p>Ability to keep accurate and legible patient notes. Ability to demonstrate a high level of clinical reasoning.</p> <p>A strong commitment to patient care.</p> <p>Good communication skills, able to present information (written and oral) in a clear and logical manner.</p> <p>Ability to meet the mental and physical demands of the post, carrying out moderate to intense physical effort.</p> <p>Ability to work autonomously and on own initiative.</p> <p>Reliable, professional and flexible.</p>	<p>Good presentation skills.</p> <p>Able to deal with difficult situations, e.g. dealing with aggressive and/or emotional patients or carers.</p>

	<p>Able to reflect on and appraise own performance.</p> <p>Ability to process and manage complex information in relation to patient care.</p>	
<p>Knowledge Awareness and Understanding</p>	<p>Awareness of own knowledge and development needs.</p> <p>Extensive knowledge base underpinning practice</p> <p>A good working knowledge of the NHS systems of care and awareness of current NHS policies and issues which impact on the profession.</p> <p>Understanding of application of ethical and equality principles in professional practice. Ability to recognise and work with diversity.</p> <p>Having a good understanding of the legal responsibilities relating to own practice and working environment</p> <p>Having a comprehensive understanding of clinical governance in relation to dietetics and ability to apply principles to own area.</p> <p>Able to work safely in line with Trust Policies and Procedures</p>	<p>Awareness of current professional and NHS issues</p>
<p>Other essential Factors</p>	<p>Fluent in written and spoken English.</p> <p>Good IT skills</p> <p>Car owner driver with access to a car for work use on a daily basis and have a full UK driving license</p>	<p>Fluent in any other local language</p>