

JOB DESCRIPTION

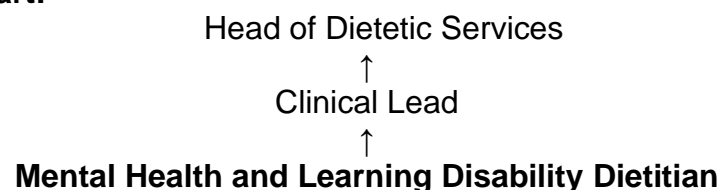
JOB DETAILS

Job Title:	Mental Health and Learning Disability Dietitian
Pay Band:	6
Directorate:	Therapies
Department:	Nutrition and Dietetics

ORGANISATIONAL ARRANGEMENTS

Managerial Accountable to:	Mental Health Clinical Lead Dietitian
Reports to:	Mental Health Clinical Lead Dietitian
Professionally Responsible to:	Head of Dietetics
Responsible For:	Nominated Junior Staff: dietitians, students and dietetic assistants

**Organisational chart:
(professional)**



JOB SUMMARY / PURPOSE

Works as a specialist mental health and learning disability dietitian and as a member of mental health and learning disability multi-disciplinary teams, managing a complex and varied caseload of patients, and supports others to work effectively with people with mental health needs, and learning disabilities.

Uses specialist dietetic knowledge and skills: assessing, planning, implementing treatment and delivering dietetic interventions in a variety of settings including community, out-patient, and hospital and group settings in line with the needs of the patient, and their family and carers.

Provides education, training and expert support to develop the diet and nutrition knowledge and skills of others' working with people with mental health needs or learning disabilities.

Contributes to the work of dietetic and mental health services, actively participating in development, evaluation and improvement work, and the implementation of policy, guidance and standards.

MAIN DUTIES AND RESPONSIBILITIES

Autonomously manages a complex caseload of patients with mental health or complex learning disability working as part of a multi-disciplinary team providing specialist dietetic assessment, advice and interventions and informing a coordinated care plan of care.

Demonstrates autonomous clinical judgment where expert opinion differs due to an ambiguous or absent evidence base.

Assesses and interprets medical diagnoses and changes in the condition of individual patients and understands how this affects nutritional management. Assesses and interprets biochemical indices and relates this to the patient's nutritional management to provide highly specialised advice which may involve complex numerical calculations.

Delivers dietetic care in a variety of settings to meet the needs of the patient and as appropriate their family and carers.

Uses specialist knowledge and critical appraisal skills to make clinical judgments in complex case management and formulates dietetic care based on best practice.

Evaluates dietetic, and contributes to the evaluation of multi-disciplinary, interventions and outcomes to ensure delivery of effective, patient focused dietetic services, highlighting issues and pro-actively suggesting improvements.

Identifies and actions cases that require more specialised intervention and / or referral to other services.

Undertakes critical analysis / appraisal of current research in relation to specialist area of practice to enable evidence - based focus to delivery of nutrition and dietetic care and development of mental health and learning disability dietetic services.

Contributes to maintaining professional and clinical standards in line with best practice.

Contributes to the development of dietetic and mental health and learning disability services as an integral part of the dietetic and multi-disciplinary teams.

Actively participates in clinical supervision and contributes to the delivery of clinical supervision of junior dietetic staff and people working with patients with mental health needs or learning disability, in non-specialist roles.

Participates in audit /research within the service and multi-disciplinary teams.

Works in partnership with other agencies to promote and support optimal nutritional care and seamless care for patient groups e.g. with education.

Maintains a clear understanding of the philosophy and theories underpinning dietetics and the role and responsibilities of the post and is able to explain and demonstrate these to new and less experienced employees/students.

Contributes to dietetic cover within the service as required, this may include providing cross site cover within the Health Board.

Communication

Communicates highly complex, sensitive condition-related information from assessment to patients, families, carers and multidisciplinary/agency team members and other professionals.

Demonstrates empathy with patients, carers and families, ensuring that effective communication is achieved often where barriers to understanding exists e.g. individuals with emotional, educational, psychological difficulties.

Communicates complex, sensitive condition-related information to patients, carers, families and the multidisciplinary/agency team with regard to dietetic therapy using highly developed communication skills.

Works closely with individuals, families, carers and multi-disciplinary team members negotiating and decision making in relation to therapeutic management and evaluating outcomes.

Contributes to the mental health and learning disability dietetic team and MDT by discussing own and others input around a patient needs to produce and deliver a coordinated care plan.

Empowers patients and their families / carers to make informed decisions with regard to nutritional therapy.

Uses the skills of motivation in engaging individuals including motivational interviewing techniques, negotiation of change and counseling as a fundamental component of the dietetic role.

Formulates and presents accurate reports / feedback in relation to dietetic care / assessment, nutritional status and dietary manipulation required to inform others of the nutritional / dietetic plan.

Makes presentations at conferences and courses, including teaching other professionals in relation to specialist area of dietetics.

Has the ability to comment on behalf of the service on proposed service/policy developments in relation to area of dietetics speciality.

Influences the care provided by others through provision of nutritional guidance in line with best practice and evidence base to achieve a consistent approach. This may be through involvement in formal education and training.

Service Improvement

Contributes to the development and implementation of mental health and learning disability dietetic related standards, policies and services (local and national) as part of the specialist dietetic team, MDTs, wider dietetic service and the Health Board.

Participates in the implementation, evaluation, planning and development of mental health and learning disability dietetic services.

Co-ordinates activity of more than one discipline/other colleagues in certain circumstances e.g. when taking a lead in a complex case.

Contributes to planned initiatives within mental health and learning disability dietetics e.g. promotional work, study days, training events, seminars.

Works to support senior leads to initiate appropriate action to address service deficits and identify opportunities for development in relation to national guidance and good practice.

Supports the development and delivery of care pathways, local clinical guidelines and protocols e.g. nutritional assessment.

Takes the delegated lead on development / delivery of particular service objectives in relation to specialist area of dietetics in liaison with clinical lead / peers and assumes delegated responsibilities within project framework.

Quality

Delivers all work to a consistently high standard ensuring that issues that affect or may affect quality are highlighted and contributes to identifying solutions.

Monitors own areas of service delivery; challenging and suggesting appropriate action to address any deficits or quality issues in consultation with the clinical lead / service lead as appropriate.

Supports the development of and use of reliable outcome measurement for specialty, using validated tools where possible.

Uses recognised quality improvement methodology when identifying, planning and undertaking improvement work.

Personal and People Development

Actively participates in own PDR process in accordance with organisation policy in partnership with reviewer and identifies opportunities to develop own competence/own skills in order to achieve delegated objectives.

Prepared to undertake specialist, formal training and education to fulfil the requirements of the specialist role. Supports the wider dietetic team by providing specialist clinical support, advice, training and as appropriate supervision.

Provides specialist training and undertakes presentations to groups and individuals including health professionals in area of mental health and learning disability dietetics e.g. dietitians, dietetic assistants, students, nursing and medical staff.

Delivers formal teaching, mentoring, clinical supervision and support.

Supports others effectively during times of change helping to overcome problems as they arise and ensures that own workload is managed effectively, supporting others to achieve the same.

Health, Safety and Security

Acts within National, Professional, Regulatory Body, Health Board and service legislation, policies and procedures.

Completes statutory/mandatory training in accordance with the requirements of the Health Board and dietetic services.

Identifies and reports risks, hazards and incidents in line with Health Board policy and supports the identification and management of risks within own area of dietetics.

Understands, promotes and undertakes the safe use of equipment including appropriate infection control issues.

Information Processing

Maintains accurate and comprehensive dietetic and multi-professional records (and as appropriate medical records) in line with the requirements of the HCPC, the Profession, the dietetic and the Health Board.

Maintains accurate and up to date patient contact and outcome data and other data as required by the service.

Contributes data to inform multi-disciplinary audit / research, working within policy and guidance. Undertakes as delegated and contributes to clinical audit in specified area of work.

Able to produce patient reports and service reports to inform the wider service / team as required. Delegates own administration tasks to appropriate administrative staff within the service.

Resources

Exercises excellent personal time management, punctuality and has consistent reliable attendance in accordance with Health Board policies.

Understands the need to manage time and resources to maximum effect e.g. delivering dietetic services in line with the wider dietetic and MD team, prioritising own caseload, managing own time and working to deadlines and encouraging others to do the same.

Ensures that adequate stocks of equipment dietary items and resources are available for assessment and treatment of patients and facilitates reordering. Identifies equipment

needs within a defined clinical area e.g. nutritional supplements, skin fold calipers, weighing scales.

Equality and Diversity

Ensures that equality and diversity issues are recognised and addressed in accordance with legislation, policies and procedures.

Contributes pro-actively to developments and initiatives across the specialist area that promote equality and value diversity.

General

Other tasks and duties may be determined by appropriate line manager as the role develops.

PERSON SPECIFICATION

ATTRIBUTES	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Qualifications and Knowledge	<p>Recognised degree in dietetics</p> <p>H.C.P.C. Registration</p> <p>Clinical supervisory skills trained</p> <p>Demonstrates consolidated and broad clinical dietetic knowledge and skills</p> <p>Evidence of further knowledge and / or training in relation to mental health / learning disability</p> <p>Developed some specialist knowledge as evidenced by dietetics qualification and / or additional formal post graduate learning</p> <p>Able to demonstrate how current knowledge & skills are transferrable to specialist area of dietetic practice</p> <p>Demonstrates good knowledge of, and ability to apply, evidence base in relation to dietetic practice</p> <p>Critical appraisal skills: able to interpret current and emerging evidence base, national and professional policy, guidance and best practice in the delivery of dietetics</p> <p>Well established clinical problem-solving skills</p> <p>Demonstrates effective organisational skills including prioritisation of workload, effective caseload management and delegation of tasks</p> <p>Well established teaching and presentation skills</p>	<p>Completed BDA Specialist / Accredited Dietetic training / modules relevant to the role</p> <p>Other professional, technical or academic qualification which relate to area of clinical Dietetic practice</p> <p>ECDL or equivalent</p>	<p>Certificates</p> <p>CPD portfolio</p> <p>Application Form</p> <p>Interview</p> <p>References</p>

Experience	<p>Demonstrable broad experience in clinical dietetics</p> <p>Experience of dietetic work with people with mental health needs and / or learning disabilities</p> <p>Evidence of working as a member of a multi-disciplinary team</p> <p>Experience of clinically supervising and supporting other health care staff</p> <p>Experience of delivering education and training</p> <p>Evidence of involvement in development / improvement / audit / implementing a change in practice / delivering / evaluating a new way of working</p>	<p>Mental health or learning disability dietitian</p> <p>Experience of delegating work to and supporting / supervising junior staff</p> <p>Experience of delivering project work</p> <p>Experience of research</p>	<p>Application Form</p> <p>Interview</p> <p>References</p>
Language Skills		<p>Welsh Speaker (Level 1)</p> <p><i>Full details around the expectations associated with level 1 may be found at the bottom of this page</i></p>	<p>Application Form</p> <p>Interview</p>
Aptitude and abilities	<p>Demonstrates highly developed communication skills</p> <p>Uses motivational interviewing as a core part of clinical dietetic practice</p> <p>Actively engaged in own CPD & proactive in identifying own development needs</p> <p>Reflective practitioner</p> <p>IT proficient</p> <p>Maintains all clinical recording and communication to a high standard</p> <p>Strong interpersonal skills</p> <p>Team player</p> <p>Practical</p>	<p>Formal motivational interviewing and behaviour change skills</p> <p>ECDL or equivalent</p>	<p>Application Form</p> <p>Interview</p> <p>References</p>

	Self-motivated Approachable		
Values	<p>Ability to embrace the following personal values and behaviours on a daily basis -</p> <ul style="list-style-type: none"> • Dignity, Respect and Fairness • Integrity, Openness and Honesty • Caring, Kindness and Compassion <p>Ability to demonstrate a commitment to our organisational values -</p> <ul style="list-style-type: none"> • Working together to be the best we can be • Striving to develop and deliver excellent services <p>Putting people at the heart of everything we do</p>		
Other	<p>Interested in the pro-active development of dietetic services</p> <p>Ability to travel between sites in a timely manner</p> <p>Flexible approach to needs of the service</p>	Health care & Nutrition	Interview References

Level 1 Welsh

(Please note that for this particular post level 1 in spoken Welsh is desirable but not essential)

Listening/Speaking: Pronounce Welsh words, place names, department names, etc. Greet and understand a greeting. Use basic every day words and phrases, e.g. thank you, please, excuse me, etc. Understand / pass on simple verbal requests of a routine / familiar / predictable kind using simple language, e.g. 'May I speak to...'. State simple requests and follow up with extra questions / requests in a limited way.

Reading/Understanding: Understand simple key words and sentences on familiar / predictable matters relating to own job area, e.g. on signs, in letters.

Writing: Fill in simple forms, note down simple information, e.g. date and venue of a meeting, Welsh address, etc.

GENERIC STATEMENTS

NHS CODE OF CONDUCT FOR MANAGERS

The post holder will be expected to adhere to the standards laid down in the NHS Code of Conduct for Managers and at all times act in a manner that reflects and promotes the values of the HB. The post holder must ensure all activity and service objectives are

effectively met in compliance with HBs standing orders and SFIs, scheme of delegated authority and employment legislation.

REGISTERED HEALTH PROFESSIONAL

All staff who are members of a regulatory body must comply with standards of professional practice/conduct. It is the postholders responsibility to ensure they are both familiar with and adhere to these requirements.

COMPETENCE

The post holder is required to participate in the Hywel Dda PDR process and work towards meeting identified development needs. The postholder is required to demonstrate on-going continuous professional development. At no time should the postholder work outside their defined level of competence. If the postholder has concerns regarding this they should immediately discuss this with their Manager/Supervisor/Consultant. The postholder has the responsibility to inform those supervising their duties if they are not competent to perform a duty.

OUR VALUES

Hywel Dda University Health Board is a values driven organisation. The post holder is expected to uphold our values of dignity, respect, fairness, integrity, honesty, openness and caring, kindness & compassion underpin a behaviour framework which are supported by our organisational values of

- ☐ Putting people at the heart of everything we do
- ☐ Working together to be the best we can be
- ☐ Striving to deliver & develop excellent services

TEAM BRIEF

The post holder is required to actively participate in Hywel Dda Team Briefing in order to aid communication within the Health Board. Managers and supervisors will regularly deliver the Team Brief verbally to their own staff teams by means of a Core Brief and additional departmental information.

RISK MANAGEMENT/HEALTH & SAFETY

The postholder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the Hywel Dda. All staff have a responsibility to access occupational health, other staff support services and/or any relevant others in times of need and advice. The postholder has the responsibility for monitoring the progress on action plans in relation to risk, health and safety. The postholder has the responsibility for the development of risk profiles and a risk register within their area of responsibility. The postholder has the responsibility for developing systems to monitor performance against agreed performance indicators.

HARRASSMENT & BULLYING

The HB condemns all forms of harassment and bullying and is actively seeking to promote a workplace where employees are treated with dignity, respect and without bias. All staff is requested to report any form of harassment and bullying to their line manager or to any Director of the HB.

RECORDS MANAGEMENT

The postholder has the responsibility for timely and accurate record keeping and where appropriate in accordance with professional guidelines. The postholder has the

responsibility for the creation and maintenance of records in accordance with Hywel Dda policy and the data protection act.

FLEXIBILITY STATEMENT

The developing and rapidly changing nature of the organisation will require considerable flexibility from the post holder. This job description indicates the main functions and responsibilities for the post and is not intended to be a fully inclusive list and the duties and responsibilities specified in this job description are subject to change as the needs of the HB evolve. On agreement with the post holder, this job description will be amended, as necessary, in the event of future organisational and professional changes and/or personal development.

CONFIDENTIALITY

All staff may have access to confidential information about patients, staff or health service business. On no account must such information be divulged to anyone who is not authorised to receive it. Confidentiality of information must be preserved at all times whether at or away from work. Any breach of such confidentiality is considered a serious disciplinary offence, which is liable to dismissal and /or prosecution under current statutory legislation (Data Protection Act) and the HB Disciplinary Policy.

EQUAL OPPORTUNITIES

Hywel Dda University Health Board is committed to ensuring that, as far as is reasonably practicable, the way we provide services to the public and the way we treat our staff, patients and others reflects their individual needs and that individuals or groups will not face discrimination, harassment or victimisation, or be treated less favourably on the basis of sex, pregnancy and maternity, gender reassignment, disability, race, age, sexual orientation, religion and belief, family circumstances including marriage and civil partnership. To this end, the UHB has an Equality and Diversity Policy and Equality Impact Assessment Policy and Procedure and it is for each employee to contribute to enacting these policies.

OUTSIDE EMPLOYMENT/OUTSIDE INTERESTS

Any other work or outside interests must not conflict with the duties and responsibilities of your attendance for work as an employee of the HB.

ENVIRONMENTAL

The Hywel Dda Health Board is committed to its environmental responsibilities. The Board recognizes that its activities, including energy consumption, waste generation, transportation emissions, water use and resource consumption, have a significant impact on the environment. As an integral part of its commitment to ensure high quality patient care, all staff have a responsibility to adhere to environmental policy and procedure at both an organisational level and within their own area of work to ensure legal compliance. Staff will do their utmost to minimize the environmental impacts of Health Board activities and services, and seek to continually improve operations to minimize their environmental effects. Staff should take note of relevant communications and attend mandatory training when required.

SMOKE FREE POLICY

All Health Board sites and premises and grounds are designated as smoke free areas. This policy applies to all staff, contractors/service providers, patients*, visitors and the public.

***Those patients staying in residential mental health units will be exempt under the Smoke-Free Premises (etc) Wales Regulations 2007.**

SAFEGUARDING ADULTS AND CHILDREN

Every employee of the Health Board, whatever their job, role, profession, status or place of work, paid or voluntary, has a responsibility for Safeguarding both adults and children.

Staff must:

- ☐ Understand the nature of abuse and how children and adults might be at risk of harm and neglect.
- ☐ Understand their own safeguarding responsibilities and what actions they may need to take.
- ☐ Know where they can access local policies and procedures in relation to Safeguarding Children and Safeguarding Adults.
- ☐ Report allegations or suspicions of abuse to their line manager, including suspicions about a colleague or manager, irrespective of their status, profession or authority. This includes whistle-blowing
- ☐ Know how to make a Safeguarding referral to Social Services and/or the Police for both adults and children to report allegations or if they have concerns.
- ☐ Know what services, advice and support are available locally to vulnerable children and adults and how to access help needed.

INFECTION CONTROL

"The document Commitment to Purpose: Eliminating Preventable Healthcare Associated Infection: A Framework of actions for healthcare organisations in Wales stipulates that all staff must understand their responsibility and accountability for Infection Prevention & Control and the Health Board must be assured of this on an ongoing basis". IP&C is the personal and individual responsibility of all Health Board staff. All staff have a responsibility to protect and safeguard patients, service users, visitors and employees against the risk of acquiring healthcare associated infections. This responsibility includes being aware of the content of and consistently observing, Health Board Infection Prevention & Control Policies and procedures; and best practice guidance in order to maintain high standards of Infection Prevention & control.

GENERAL

The postholder needs to ensure they are familiar with their terms and conditions of service.