

Job description

Job Ref:	22-134
Job Title:	Specialist Paediatric Dietitian
AfC Pay Band:	Band 7
Number of hours:	As per contract
Division:	Community Health and Integrated Care
Department:	Nutrition and Dietetics
Location:	Base Conquest Hospital with cross site working
Accountable to:	Head of Dietetics
Reports to:	Team Lead for Paediatrics

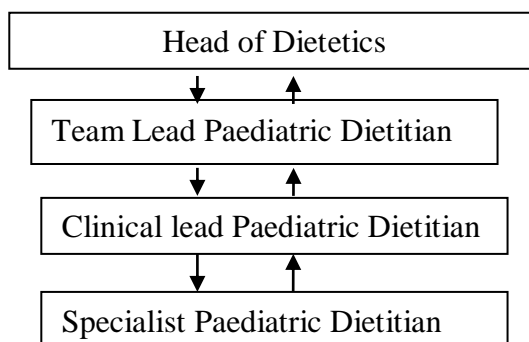
Job dimensions & responsibility for resources	
Budgetary & Purchasing, Income generation	<ul style="list-style-type: none"> <li>To advise GPs and other prescribers on the appropriate nutritional products to prescribe for specific patients, using the local formulary.</li> <li>To supervise the ordering of patient information resources e.g. diet sheets and dietetic assessment sheets.</li> <li>To advise line manager on financial implications relating to client care or project management.</li> <li>To order enteral feeding feed and equipment from the home delivery company according to the Nutrition and Dietetic Department protocol for specific patients as required.</li> </ul>
Staff	<ul style="list-style-type: none"> <li>To work with the lead paediatric and prescribing support dietitian and to support the East Sussex Healthcare Trust dietitians' team. This will include some team leadership / management tasks, which include HR and health and safety tasks.</li> <li>To provide a comprehensive and effective dietetic service (assessment and treatment) to the ESHT paediatric caseload using developed specialist knowledge and skills.</li> <li>To assist in new staff and student induction programmes.</li> </ul>

	<ul style="list-style-type: none"> <li>• Provide support to team members and student dietitians during placement.</li> <li>• Identify personal training needs, undertake regular CPD and participate in Personal Development Review and clinical supervision.</li> <li>• To build strong networks with Paediatricians, Health visitors, midwives, children's nurse and the Medicine Management Team (both within ESHT and the CCGs), GPs and primary care teams, and primary care network dietitians to facilitate appropriate referrals.</li> <li>• To provide cover as requested by Head of Service in times of absence.</li> </ul>
Information Systems	<ul style="list-style-type: none"> <li>• Document patient activity data in accordance with professional and trust standards.</li> <li>• Access patients' data on patient information systems as required.</li> <li>• Identify the need for, research and develop educational resources such as diet sheets, teaching packs, information sheets and material for presentations concerning nutritional products.</li> <li>• Update team and resources concerning nutritional products, contacting companies when required.</li> <li>• To assist with monitoring the dietitian waiting lists and update referral and discharge criteria as required.</li> </ul>
Other	You will be part of the dietetic team which as part of East Sussex Healthcare NHS Trust, provides services to patients across catchment areas within East Sussex.

Job purpose	<ul style="list-style-type: none"> <li>• The post holder will provide specialist dietetic assessments and treatment programmes to clients at acute and community ESHT sites.</li> <li>• To act as a lead and expert for the team and department concerning paediatrics - specific area to be discussed on appointment.</li> <li>• To manage own paediatric clinical workload using specialist knowledge and skills and work collaboratively with the other specialist Dietitians, the wider MDT and tertiary centres as required.</li> <li>• To provide training on the identification, treatment and monitoring of nutritional products use to GPs, health visitors, practice nurses, other health professionals, patients and their parent/carers/guardians.</li> </ul>
-------------	---

	<ul style="list-style-type: none"> <li>• To develop and audit resources to support the identification, treatment and monitoring of nutritional products use, acting as a resource for specialist information concerning these.</li> <li>• To undertake training, supervision and mentoring of student dietitians and apprentices during their clinical placements and junior team members.</li> <li>• To work as an integral member of the East Sussex Healthcare Trust dietitians team.</li> <li>• To assist with the work with the dietetic team and the medicines management team to develop, implement and support care pathways and systems for appropriate prescribing (using the local formulary) and monitoring of nutritional products.</li> <li>• To identify and undertake regular audit of services provided as part of the dietetic team participating in research as identified.</li> </ul>
--	---

### Department Structure



### Communications and Working Relationships

With whom:	Frequency	Purpose
Colleagues	Daily / as required	<p>To liaise with the lead Paediatric dietitians, paediatric dietetic team and prescribing support Dietitian on a daily basis/ and in weekly meetings about the management of the Dietetic caseload, the development of training programmes for health and social care workers, GPs, student dietitians and continuous professional development.</p> <p>Relate on daily basis with the dietitians</p>

		<p>and dietetic assistant providing support on dietetic management of patients referred for use of nutritional products.</p> <p>Work with student dietitians and apprentices during periods of training by using a model of shadowing and reflective practice. In addition, provide support, mentoring and assessment.</p> <p>To communicate with the Head of Dietetics weekly, monthly or as required through meetings, telephone and email communication and more frequently in the absence of the lead paediatric dietitian or prescribing support dietitian.</p> <p>To liaise with the acute in patient team as required with transfer of patients from home to hospital requiring dietetic follow-up.</p>
Patients	Daily / Weekly / as required	Patients, relatives, guardians and carers – receives information concerning patient's history, sensitive issues, some patients with little English; requires persuasive, reassurance skills.
Outside Agencies	Daily / Weekly / as required	To liaise with GPs, health visitors, children's nurse, practice nurse teams, and other health care professionals as appropriate and under the supervision of the lead prescribing support dietitian using verbal and written methods.
Other	Daily / Weekly / as required	To act as a role model for the department, ICB and Trust when visiting other buildings and departments within the Trust

### **Key duties and responsibilities**

- To work as a highly skilled autonomous practitioner for patients under the care of dietetics.
- To be responsible for planning and prioritising own clinical caseload.
- To provide specialist advice, including complex nutritional requirements, to patients referred for dietary modification and nutritional products.
- To provide dietetic assessment and treatment, using specialist skills and knowledge at a level expected of a senior dietitian for own caseload.
- To provide high quality, complex evidenced based nutritional and dietetic advice in

order to contribute to the care of patients enabling them, their parents, carers or guardians to make informed choices about health and related behaviours. This will involve calculation of nutritional requirements, assessment of oral intake, lifestyle and barriers to change; and interpretation of biochemical and anthropometric measurements, as well as considering social and cultural needs. The outcome of the dietetic consultation will be a patient specific nutrition action plan.

- To provide cover for dietitians during time of leave and working with the other dietetic team leads, taking general responsibility of day-to-day management of paediatric patients.
- To communicate complex and sensitive information effectively with parents, carers, guardians and patients from a wide range of backgrounds, tailored to their needs, to gain consent, ensure understanding of condition, treatment options, risks, acceptance and compliance with dietary treatment, which may include unwelcome or difficult to accept information e.g. life time adherence to an adjusted diet or limitations of treatment.
- To apply communication, negotiation and counselling skills to empower parents, carers, guardians and patients to achieve long term lifestyle and behavioural changes taking into account emotional, physical, social and psychological barriers as well as strong influences on change e.g. language difficulties, resistant attitudes, aggression, behavioural problems, and mental illness. To effectively use interpreters, information technology or other means of communication appropriate to the clients requirements.
- To contribute to clinical decisions regarding nutritional appropriateness of intensive nutritional treatments.
- To make clinical decisions concerning necessary changes to patient's dietary intake and nutritional prescriptions, and communicate these decisions to other healthcare professionals, parents, carers, guardians and patients.
- To participate in and correspond with other clinicians and GPs on appropriate nutritional treatment plans and make recommendations on appropriate prescriptions and investigations following dietetic assessment.
- To provide specialist advice to GPs and other prescribers on the appropriate prescribing of nutritional products (including energy, protein, vitamin and mineral supplements) and medications, as well as advising on potential drug-nutrient interactions.
- To be responsible for obtaining informed consent from parents, carers, guardians and patients prior to the commencement of dietetic intervention and treatment.
- To record in writing all assessments and interventions in the dietetic notes, in line with departmental policy.
- To be responsible for the development of training and teaching sessions on appropriate prescribing of nutritional products for GP and community care staff.
- To lead and organise talks and training programmes as required, in conjunction with the dietetics team.

- To undertake regular clinical supervision with the whole dietetic team and student dietitians and provide support and guidance to junior members of staff.
- To actively participate in training and evaluating student dietitians completing BSc, apprenticeships or postgraduate qualifications in nutrition and dietetics.
- To initiate and participate in regular survey / audit which will enhance the dietetic care of the patient and contribute to changing clinical practice within the dietetic team. Findings will be presented to the relevant departments and may be published.
- To use specialist knowledge to identify and lead the development and updating of evidence based clinical standards, departmental policies and procedures, clinical guidelines, referral pathways and resources concerning nutritional products use in conjunction with the lead paediatric dietitians.
- To achieve and demonstrate agreed standards of personal and professional development within agreed timescales.
- To establish links with dietitians and prescribing support dietitians in other trusts to promote sharing of good practice and evidence based research.
- To actively pursue the parents, carers, guardians and patients' perspective in relation to diet and dietetic services.
- To attend and actively participate in department team meetings.
- To record and submit clinical and professional data according to department standards.
- To actively work towards achieving key service objectives.
- To promote and maintain efficient and safe use of equipment used within the service.
- To work within the framework of clinical governance in order to maintain and improve patient care, quality and efficiency.
- To demonstrate personal and professional development in line with the ethos of life long learning.
- To participate fully in the Trust's appraisal process attending mandatory training courses and completing an annual personal development plan to identify individual training and development needs in line with service development, the knowledge and skills framework, encompassing a portfolio based assessment using national guidance.
- To undertake any other duties at the request of the line manager, which are commensurate with the role, including project work, internal job rotation and absence cover.
- To be aware of and act at all times within the infection control policy of the Trust.
- To comply with the duties placed on employees by the Trusts Health and Safety Policy and related procedures and to act at all times in accordance with all

instruction, information and training supplied in relation to those duties.

**General Duties & Responsibilities applicable to all job descriptions**

- To be familiar with and adhere to the policies and procedures of the Trust.
- To achieve and demonstrate agreed standards of personal and professional development within agreed timescales.
- To participate fully in the performance and development review (appraisal) process and undertake continuing professional development as required.
- To participate in surveys and audits as necessary in order to enable the Trust to meet its statutory requirements.
- To be aware of the Trust's emergency planning processes and follow such processes as necessary, in the event of an unexpected incident.
- This job description is not exhaustive. Staff may be required to undertake any other duties at the request of the line manager, which are commensurate with the band, including project work, internal job rotation and absence cover.

**Working Environment:**

Driving	✓	Lifting		Verbal aggression	✓
Use of PC/VDU	✓	Physical support of patients		Physical aggression	✓
Bending/kneeling		Outdoor working		Breaking unwelcome news to others	✓
Pushing/pulling		Lone working	✓	Providing <b>professional</b> emotional support	✓
Climbing/heights		Chemicals/fumes		Dealing with traumatic situations	✓
Repetitive movement		Contact with bodily fluids	✓	Involvement with abuse cases	✓
Prolonged walking/running		Infectious materials	✓	Care of the terminally ill	✓
Controlled restraint		Noise/smells	✓	Care of mentally ill & challenging patients	✓
Manual labour		Waste/dirt		Long periods of concentration i.e. hours	✓
Food handling		Night working		Working in confined spaces (eg roof spaces)	

---

**Statement**

1. This job description will be agreed between the jobholder and the manager to whom he/she is accountable. It may be reviewed in light of experience, changes and developments.
  2. The information being handled by employees of East Sussex Healthcare NHS Trust is strictly confidential. Failure to respect the confidential nature of this information will be regarded as a serious breach of regulations, which will result in action under the Disciplinary Procedure, including possible dismissal. This includes holding discussions with colleagues concerning patients in situations where the conversation may be overheard. It is the employee's personal responsibility to comply with the Data Protection Act.
  3. It is the employee's responsibility to ensure all records (computerised or manual) are accurate and up to date, and that errors are corrected or notified as appropriate.
  4. It is the manager's role to monitor and assure the quality of any data collected or recorded by or in his/her area of responsibility.
  5. Employees must take reasonable care, and be aware of the responsibilities placed on them under the Health & Safety at Work etc. Act (1974) and to ensure that agreed safety procedures are carried out to maintain a safe environment for employees, patients and visitors.
  6. All members of staff must be aware of their responsibilities under the Freedom of Information Act 2000.
  7. In addition to any specific responsibility for risk management outlined in the main body of this job description, all employees must ensure they are aware of the key responsibilities applicable in relation to risk management as identified in the Trust's Risk Management Strategy.
  8. All staff will note the Trust's responsibilities under the Civil Contingencies Act 2004, and NHS Major Incident Plans Guidance (DoH 1998 and 2004)
  9. All employees are responsible for ensuring they attend the relevant mandatory training as identified in the Trust's Education Strategy and as agreed with their manager/supervisor.
  10. It is the employee's responsibility to ensure they follow the latest version of all policies and procedures which apply to them.
  11. For posts which involve contact with patients, it is required that the postholder receives satisfactory clearance from the Disclosure and Barring Service.
-



**Person Specification**

Job Title: Specialist Paediatric Dietitian		Grade: Band 7	
Department: Nutrition and Dietetics		Date: February 2023	
*Assessed by: A= Application I= Interview R= References T= Testing C = Certificate			
Minimum Criteria	*	Desirable Criteria	*
<b>Qualifications</b> 4 year degree in Dietetics or equivalent Current State Registration with Health and Care Professions Council Evidence of continued professional development to Masters level or equivalent level of knowledge and experience	A/I A/I A/I	Postgraduate training in behavioural change techniques Teaching certificate	A/I  A/I
<b>Experience</b> Minimum of two years in general dietetic practice and 2 years in a specialist paediatric area Undertaking new patient assessment and treatment Conducting patient and other health professional group education Training of student dietitians Computer aided dietary assessment	A/I  A/I  A/I A/I A/I	Working in a community based setting Working in the area of optimising nutrition prescribing	A/I  A/I
<b>Skills / Knowledge / Abilities</b> Sound clinical knowledge based on current best practice Knowledge of current issues and research relating to dietetics Knowledge of prescribable nutritional products, enteral feeds and other dietetic products, medications, and drug nutrient interactions British Dietetic Association - Statement of Conduct NICE guidelines Function, components and benefits of clinical supervision Communicate information accurately, effectively and sensitively, both verbal and written Communicate with professionals at all levels Relay sensitive and emotional information to patients	A/I A/I A/I A/I A/I A/I A/I A/I A/I	Current NHS policies and initiatives To analyse and interpret statistics Member of the British Dietetic Association Evidence of relevant specialist interest British Dietetic Association group	A/I A/I  A/I

Excellent verbal, written and active listening skills	A/I		
Motivate others using negotiation and influencing skills	A/I		
To be able to write detailed reports and maintain accurate records	A/I		
Teaching / supervisory skills on a one to one and group basis	A/I		
Good presentation skills	A/I		
Good networking skills	A/I		
Good interpersonal skills	A/I		
To work as part of a team and independently as required	A/I		
Organise and prioritise own day to day workload	A/I		
Good time management	A/I		
Organise and prioritise own clinical caseload	A/I		
Work under own initiative	A/I		
To cope with unpredictable workload patterns	A/I		
Work under pressure to achieve deadlines	A/I		
Stay calm under pressure	A/I		
To be creative, innovative and develop new ways of working	A/I		
Identify own development needs	A/I		
To give and receive clinical supervision	A/I		
Basic literacy in computer use/IT	A/I		
Experience of using anthropometric measurements	A/I		
<b>Other</b>			
Reliable work record	AIR		
DBS clearance	T		
Ability to travel independently between sites in an efficient and timely manner	A/I		

-----  
Managers Signature

-----  
Date

-----  
Postholder's signature

-----  
Date