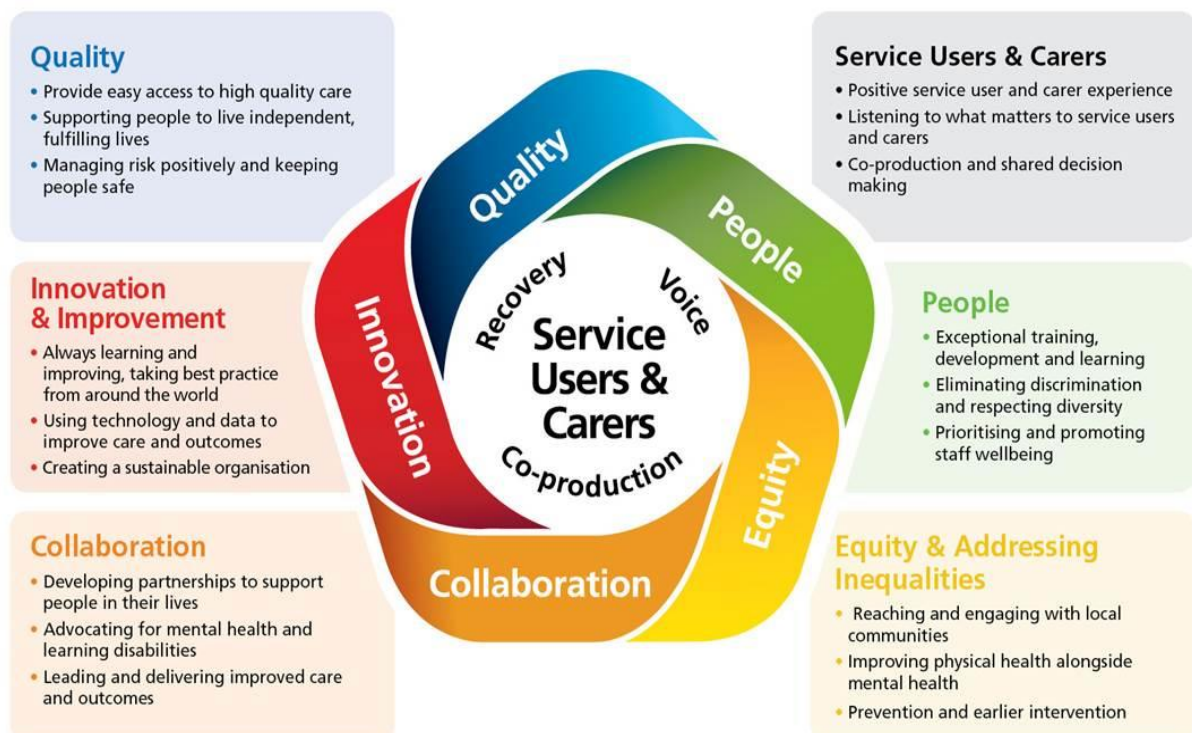


## HERTFORDSHIRE PARTNERSHIP UNIVERSITY NHS FOUNDATION TRUST

### JOB DESCRIPTION

<b>Job Title:</b>	Dietitian within the Intensive Community Support Team (ICST)
<b>Grade/Band:</b>	6
<b>Department:</b>	Planned Services SBU
<b>Responsible to:</b>	ICST Therapist & Lead Occupational Therapist
<b>Accountable to:</b>	ICST Therapist, Lead Occupational Therapist & Professional Supervisor (Dietitian)
<b>Base:</b>	Rosanne House, Welwyn Garden City



## **Hertfordshire Partnerships University Foundation Trust**

- Hertfordshire Partnership University NHS Foundation Trust (HPFT) is an exceptional organisation with big ambitions, our aim is to be the leading provider of mental health and specialist learning disability services in the country.
- With a workforce of around 3,500 people and an annual income of some £330million this year, the Trust provides integrated health and social care services through a network of community and inpatient settings, serving diverse communities across Buckinghamshire, Essex, Hertfordshire and Norfolk. As a university NHS foundation trust, HPFT continues to develop strong links with the University of Hertfordshire, providing excellent learning and development opportunities, as well as strengthening our clinical research capability.
- Whilst it is a challenging period for the NHS, there has never been a more exciting time to join HPFT following our CQC rating of Outstanding awarded to us in April 2019. We are on our “Good to Great” journey as we continue to innovate, improve, transform and ultimately deliver the very highest standards of care to the service users and communities that we serve.

### **Our Services**

We provide mental health and social care services - including Adults of Working Age, Older Adults, Children and Adolescents and Specialist Learning Disabilities services.

The Trust works in close partnership with Hertfordshire County Council and also with other NHS organisations to promote and support mental health in the community. We also provide specialist learning disability services in Norfolk and North Essex.

The Trust provides:

- Community Services including local teams for mental health.
- Acute and Rehabilitation Services including inpatient services and crisis team.
- Specialist Services such as mental health services for older people, eating disorders, and our mother and baby unit.
- Learning Disability and Forensic Services

### **Our Mission**

We help people of all ages live their lives to their full potential by supporting them to keep mentally and physically well.

Everything we do is aimed at providing consistently high quality, joined up care, support and treatment that:

- Empowers individuals to manage their mental and physical wellbeing.
- Keeps people safe from avoidable harm.
- Is effective and ensures the very best clinical and individual recovery outcomes.
- Provides the best possible experience.

## Our Vision

Our conversations with service users, carers, staff, commissioners and the wider communities we serve have informed a simple but ambitious vision:

***“Delivering great care, achieving great outcomes - together”.***

We will achieve our vision by:

- Putting the people who need our care, support and treatment at the heart of everything we do - always.
- Consistently achieving the outcomes that matter to the individuals who use our services, and their families and carers, by working in partnership with them and others who support them.
- Providing the very best experience of joined-up care in line with what service users and carers have told us makes ‘Great Care’.

## Values and Behaviours

Over 800 service users, carers and members of staff have developed our values and behaviours. They describe how we aim to be with service users, carers and each other. By living our values, we will deliver our ambition to be a leading provider for everyone we work with.

	<i>we are...</i>	<i>you feel...</i>
Our Values	<b>Welcoming</b>	✔ Valued as an individual
	<b>Kind</b>	✔ Cared for
	<b>Positive</b>	✔ Supported and included
	<b>Respectful</b>	✔ Listened to and heard
	<b>Professional</b>	✔ Safe and confident

### Our values set the tone for:

- The way we plan and make decisions.
- The way we behave with service users and each other.
- The kind of colleagues we recruit.
- The way we induct, appraise and develop our staff

### Job Summary:

The CEDS is a countywide service offering assessment and treatment to people registered with a Hertfordshire GP and have a moderate to severe eating disorder.

The ICST is a project commissioned by the East of England Provider Collaborative and is part of the countywide CEDS. The ICST provides a 12-week intensive home treatment service to reduce specialist eating disorder hospital admissions (SEDU) and

the duration of admissions. The pathways under ICST are prevention of admission; preparation for admission if an admission to SEDU seems unavoidable and, facilitating earlier discharge. The ICST provide interventions for those registered with a Hertfordshire GP who are under the care of Virtual Intensive Treatment Unit (VITT) which is also an East of England Provider Collaborative project service.

The Dietitian will be responsible for assessment and collaborative collation of meal plans for service users on the ICST and VITT pathways. This will include weekly goal setting in relation to improving nutrition.

As part of a multi-disciplinary team the Dietitian will provide guidance to staff delivering meal support and nutrition-based interventions. The Dietician will work closely with the ICST and VITT nurse practitioner(s), and team leads to ensure any risks associated with nutrition are managed safely.

The Dietician will plan and deliver education to ICST staff on improving nutrition for those with an eating disorder. In the absence of ICST leads the Dietitian may be required to act in a leadership capacity alongside the nurse practitioner.

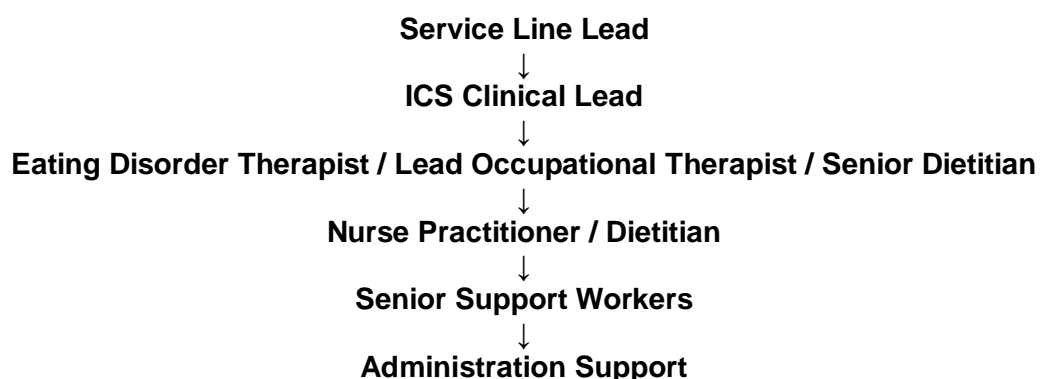
The Dietitian will collaborate with colleagues to ensure delivery of the service specification for regional ICST's, participate and contribute to the evaluation of ICST's.

All staff should comply with the Trust's Anti-Discriminatory Statement, Employee Charter, Trust Policies and Procedures, Code of Conduct and Equality and Diversity.

### **Key Relationships:**

The post holder will be required to work with service users, carers, CEDS, other eating disorder services / organisations, locality Adult Community Mental Health Services and in some cases private dietitians. There may also be a requirement to work with the wider health and social care services, the East of England Provider Collaborative and the third sector.

The Dietitian will form and foster key relationships with the CEDS Dietician and dietitians involved in the care of service users both privately and within SEDU's.



### **Duties and Responsibilities:**

The Dietitian will:

- Provide specialist assessment of nutrition of those under the care of ICST and Hertfordshire based VITT service users.
- Provide dietetic input over a range of mediums and in different locations.

- In collaboration with service users and carers the Dietician will formulate a meal plan and set weekly goals related to improving nutrition with the aim of a 0.5kg weight restoration
- Use high level skills to identify and overcome barriers to nutritional change using interviewing, counselling, and motivational skills. This will require well developed skills in negotiation, persuasion, tact and diplomacy.
- Guide staff supporting delivery of nutritional goals.
- Be responsible for the development and delivery of an evidenced based dietetic service to ICST and Hertfordshire VITT service users.
- Work collaboratively with the ICST, VITT and any other health providers working with service users.
- Provide nutritional psycho- education to service users and carers under the care of ICST.
- Work closely with the ICST and VITT nurse practitioner(s), and team leads to ensure any risks associated with nutritional changes are managed safely.
- Participate in ICST and VITT clinical meetings.
- Participate in other service user meetings as required/appropriate (CEDS team meeting, ward meetings, CPA's, etc.)
- Contribute to delivery of the ICST and VITT service specification including contributing to data collection and evaluation.
- Participate in clinical, managerial, and professional supervision.
- Maintaining registration to required professional bodies.

### **Clinical Responsibility**

See Duties and Responsibilities and the organisational chart above.

### **Leadership and Staff Management Responsibility**

The Dietician will:

- Providing clinical supervision and mentorship to trainees or lower banded staff as required.
- Contribute to staff and service development through identification and deliver of education about nutrition for those with an eating disorder.
- Provide advice to staff members when required in a timely manner.
- Contribute to recruitment of Dietetic staff as required.
- In the absence of ICST leads the Dietitian may be required to act in a leadership capacity alongside the nurse practitioner, this will require:
  - a duty to always promote and support staffs' personal health and wellbeing.
  - a responsibility to support staff by directing employees to services that are available to everyone to help in managing health and wellbeing.
  - being open and approachable as well as pro-active in discussing and agreeing a process to monitor an employee's mental and physical health.

### **Financial Responsibility**

The post holder will contribute to ensure efficient, cost-effective use of resources so that ICST remains within the budget set out by the East of England Provider Collaborative. Any items required by the ICST will need to be agreed by the budget holder for CEDS.

## **Service Development and Improvement**

See Duties and Responsibilities above.

## **Communications**

The Dietitian will demonstrate through all methods of their communication HPFT Trust values and the values of the professional code of conduct with everyone. Communications method used within the role as email, text, telephone, recording via an electronic patient record system, letter/report writing, data input, face-to-face and video consultation.

The post holder will utilise their therapeutic communications skills to ensure that contacts with service users and carers are supportive and foster recovery. The post holder will convey complex information to others in a readily understood way.

Written communications and electronic patient recording will be appropriate, proportional, accurate, timely, clear and clearly identify risk with a management plan.

## **Additional Information:**

**The following statement forms part of all job descriptions: -**

### **Health and Safety**

The post holder has a duty of care to themselves and to others with whom they come into contact in the course of their work as laid down in the Health and Safety at Work Act 1974 and any subsequent amendment or legislation.

### **Infection Control**

All Trust staff will:

Act as a role model and champion for the highest standard of all aspects of infection prevention and control and implementation of all Infection Prevention and Control Trust policies and guidelines.

Demonstrate respect for the roles and endeavours of others, in implementing good standards of hand hygiene.

Value and recognise the ideas and contributions of colleagues in their endeavours to reduce the incidence of healthcare associated infection.

### **Equality and Diversity**

Hertfordshire Partnership University NHS Foundation Trust is committed to providing an environment where all staff, service users and carers enjoy equality of access, provision, opportunity and outcomes.

The Trust works to eliminate all forms of discrimination and recognise that this requires, not only a commitment to remove discrimination, but also action through positive policies to redress inequalities.

Providing equality of opportunity means understanding and appreciating the diversity of our staff, service users & carers and ensuring a supportive environment free from harassment. As a result, Hertfordshire Partnership University NHS Foundation Trust

actively encourages its staff to challenge discrimination and promote equality of opportunity for all.

## **Confidentiality**

Employees must maintain confidentiality of staff, patients and Trust business and have a responsibility to comply with the General Data Protection Regulations (GDPR) 2018 and be aware of the Caldicott principles. If you are required to process information, you should do so in a fair and lawful way, ensuring accuracy is maintained. You should hold information only for the specific registered purpose and not use or disclose it in any way incompatible with such a purpose. You should disclose information only to authorised persons or organisations as instructed. Breaches of confidentiality in relation to information will result in disciplinary action, which may include dismissal. Employees are expected to comply with all Trust policies and procedures and to work in accordance with the General Data Protection Regulations (GDPR) 2018. For those posts where there is management or supervision of other staff it is the responsibility of that employee to ensure that their staff receive appropriate training.

## **Standards of Business Conduct and Conflicts of Interest**

The Trust has adopted a Standards of Conduct Policy, which reflects NHS Management Executive Guidelines. It is the responsibility of all staff to ensure that they act as a role model, by upholding the principle of a leading mental Trust. Staff should be informing their line manager if they are working for any other organisation to ensure that this Trust complies with the Working Time Regulations.

## **Information and Records Management**

The post holder must be competent in using IT and have the relevant skills to carry out the activities required for the post.

To comply with the Data Protection Act 1998, Freedom of Information Act 2000 and Department of Health Code of Confidentiality in line with Trust procedures.

To adhere to the Trust's policies on records management including creation, use, storing and retention and disposal of records.

Adhere to the Trust's Corporate Identity (using the standard templates – available on the Trust intranet 'HIVE').

## **Safeguarding Adults and Children**

The Trust is committed to ensuring adults and children are protected and come to no harm from abuse. All employees have a responsibility to be aware of national and local policies, their individual responsibilities with regards to the protection and safeguarding of both adults and children and must always adhere to them.

## **Organisational Change**

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

## **Flexible Working**

The Trust believes that its staff members are its most valuable asset and is committed to attracting and retaining the very best and utilising all the talent and experience available. The Trust recognises the importance of helping its employees balance their work and home life by offering flexible working arrangements that enable them to balance their working life with other priorities, including parental and other caring responsibilities, life-long learning, charity work, leisure activities and other interests.

## **Health and Safety**

Health and Safety at Work In accordance with the Management of Health and Safety at Work Regulations 1992 (as amended) and other relevant Health and Safety legislation, staff have a duty to take responsible care to avoid injury to themselves and others by their work activities, to maintain a safe working environment for patients, visitors and employees and to co-operate in meeting statutory requirements

## **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

Job Title: Dietitian

Department: Intensive Community Support Team (ICST)

Date last reviewed: November 2023

CRITERIA	ESSENTIAL	DESIRABLE
<b>QUALIFICATIONS/EDUCATION/TRAINING</b> Degree/Post Graduate Diploma in nutrition and Dietetics HPCP registration British Dietetic Association registration Evidence of continued professional development Additional training in the field of eating disorders	A/I/T A/I  A/I A/I A/I	A/I/T     A/I
<b>PREVIOUS EXPERIENCE</b> Experience of assessing and delivering tailored evidence based dietetic interventions. Experience of motivating people when there are barriers to making change. Experience of working with people with an eating disorder and their careers. Knowledge of complications/risks to those who have an eating disorder. Awareness of NICE recommended interventions for those with an eating disorder.	A/I/T A/I  A/I	A/I/T   A/I  A/I A/I
<b>SKILLS/KNOWLEDGE/ABILITY</b> <b>As per KSF outline</b> <b>COMMUNICATION SKILLS</b> Ability to communicate effectively verbally and in writing through all communication mediums. Ability to adjust communication in response to the needs of others. Use high level skills to identify and overcome barriers to nutritional change.	A/I/T    A/I A/I A/I	A/I/T      

<p><b>ANALYTICAL SKILLS</b></p> <p>Ability to undertake nutritional assessments and to formulate meals plans/set goals in collaboration with service users and if appropriate carers.</p> <p>Identify the need for and deliver guidance for colleagues in relation to health improvement through nutrition.</p> <p>Good organisational ability.</p> <p>Ability to work independently as well as part of a team.</p> <p><b>PHYSICAL SKILLS</b></p> <p>Able to move between bases, offices, and client homes, as required, using suitable mode of transport. A full driving licence is required.</p> <p>IT skills to enable the postholder to enter clinical notes, produce reports etc.</p> <p>Ability to observe or learn to observe signs of physical ill health in the service users.</p> <p><b>MENTAL EFFORT</b></p> <p>Skills and sensitivity in working with service users who may be vulnerable and have complex care needs.</p> <p>Manage stress levels within a busy working environment.</p> <p><b>EMOTIONAL EFFORT</b></p> <p>Regular requirement to deal with distressing or emotionally charged situations. Good use of supervision and self-management strategies required.</p>	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>	<p>A/I</p>
<p><b>ADDITIONAL INFORMATION</b></p> <p><b>Values/Motivational/Personal Qualities/Diversity</b></p> <ul style="list-style-type: none"> <li>• Welcoming</li> <li>• Kind</li> <li>• Positive</li> <li>• Respectful</li> <li>• Professional</li> </ul>	<p>A/I/T</p> <p>A/I</p>	<p>A/I/T</p>

A- Application Form

I – Interview

T – Test

**Our values**  
Welcoming Kind Positive Respectful Professional

