

## JOB DESCRIPTION

### 1. General information

JOB TITLE: **Specialist Dietitian**

GRADE: Band 6

DIRECTORATE: Adult Community Physical Health Directorate

HOURS OF WORK: 37.5

RESPONSIBLE TO: Service Lead Community Assessment and rehab services  
(line manager)

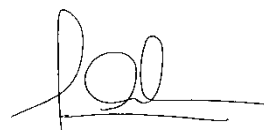
ACCOUNTABLE TO: Director Adult Community Physical Health

BASE: Memorial Hospital

At Oxleas NHS Foundation Trust, we offer a wide range of NHS healthcare services to people living in South-East London and to people in prison across England. Our wide array of services includes community health care, such as district nursing and speech and language therapy, care for people with learning disabilities and mental health such as psychiatry, nursing and therapies.

Oxleas is a great place to work. It has been recognised as one of the Top 10 Best Places to Work 2023 by the Sunday Times amongst very big employers. Our staff survey results show that we are in the Top 5 in England and the highest in London for staff experience amongst similar trusts.

*"We are always delighted to welcome new colleagues to the Oxleas family. We care about making Oxleas a great place to work - it's a big priority in our strategy. Come and join us - it's a place where our values, teamwork, equity, and wellbeing matter and where you can really help to improve people's lives."*



Ify Okocha  
Chief Executive

We have distinctive values at Oxleas - We're Kind, We're Fair, We Listen, We Care. Our values are very important to us. They help Oxleas to be a great place to work.

## 2. Overview of the Post

- To provide a high standard of dietetic service to clients referred to the community based dietetic service for those registered with a GP in the London Borough of Greenwich;
- To provide tailored dietary advice underpinned by theory to bring about patient centred lifestyle changes to improve health
- To work as part of a multi and interdisciplinary team as an autonomous practitioner within the Trust, ensuring the highest possible standards of practice.
- To prepare and deliver presentations and training programs to clients and healthcare professionals at primary care level, using current evidence- based resources
- Participate in outcome evaluation to direct the service development

## DIMENSIONS

This role will be primarily home visits following the Food First dietetic approach. The post holder will also need to on an ad hoc basis cover clinics across the borough which are on the primary care caseload and also support Home Enteral nutrition team as needed.

The **'Food first' dietetic caseload** include assessment and on-going reviews of community and care home residents at risk of malnutrition. The service will include training programs to up-skill community catering teams and nursing homes on the 'food first' approach.

The **Primary Care caseload:** GP practice based dietetic service in the London borough of Greenwich. The role will involve delivering GP based clinics including gastroenterology (FODMAP diets), specialist weight management and nutrition support services for malnourished patients.

The **Home Enteral Nutrition Caseload:** provide aftercare for patients following discharge from hospital to deal with any problems that arise associated with tube feeding and advise accordingly. Patients will also be supported to return to oral feeding if appropriate.

## 3. Key Task and Responsibilities

The **Food first dietetic service** will provide a community-based clinical dietetic service for immobile adults in Greenwich. This includes providing 1:1 sessions for malnourished patients in their own homes or care facilities, developing training programs for healthcare professionals and care staff, offering assessment and care planning for sustained behaviour change, ensuring fast response to referrals, and fostering connections with other relevant dietetic services and initiatives in Greenwich.

- To be responsible and accountable for management and implementation of client oral nutrition support programmes in the community particularly the dissemination of MUST to care homes, district nurses, GPs, bedded units, catering and other healthcare teams.
- To demonstrate specialist dietetic knowledge in specialist weight management, gastroenterology (including FODMAPS) and nutrition support underpinned by current evidence-based practice.
- To provide nutritional and dietetic advice to patients referred to the outpatient service under the care of GPs, consultants or other healthcare professionals.
- To provide a high standard of specialist dietetic assessment as an autonomous and lone practitioner to clients including those with complex cases where advanced clinical reasoning skills, evidence based practice are essential to develop effective, individual care plans (including the calculation of nutritional requirements based on the interpretation of biochemistry, anthropometry and clinical condition).
- To demonstrate enhanced theoretical knowledge of multiple pathologies and impairments in the assessment of community clients, often in the presence of incomplete or conflicting referral information to form accurate analyses and diagnoses.
- To work in a co-ordinated, multi-disciplinary manner, communicating effectively with other team members and the wider clinical network involved in client care.
- To be responsible for obtaining client and/or carer consent prior to dietetic intervention in accordance with professional guidelines.
- To attend statutory and mandatory training annually.
- To keep electronic records of all patient contacts on Rio information system in accordance with trust and departmental standards for record keeping.
- To coordinate the management of the caseload and clinical reviews across the community and transition to services in and out of borough.
- To provide clinical supervision, advice and support to the junior members of the team and contribute to the identification of their future training/development needs with support of team lead.
- To employ developed communication skills both verbally and written.
- Demonstrate excellent presentation skills for delivery of talks, training, and presentations.
- To be flexible and cover part of the workload of other dietitians during leave of absence if required.

- Freedom to act interpreting the Health Professions Council Code of Conduct and working to all agreed standards, policies and procedures within the department and Trust.

## **MANAGERIAL RESPONSIBILITIES AND LEADERSHIP**

- To be professionally and legally responsible and accountable for all professional activities.
- To participate in the induction and development of new members of the Oxleas community dietetic team.
- To maintain continuing professional development and attend study days and training, providing feedback to the team where appropriate.
- To participate in regular supervision and reflective practice.
- To participate in regular supervision and undertake the PPDR of therapy assistants.
- To supervise and support the junior members of staff, dietetic assistants and students as appropriate.
- To comply with professional guidelines, HCPC codes of conduct, Oxleas NHS foundation trust and departmental policies.
- To be an active member of appropriate special interest groups and BDA branches.
- Report to the Head of Profession and to contribute to the effective running of the dietetic service and the Nutrition and Dietetic department.
- To ensure that quality standards relating to dietetics are continually improved in line with national policies.
- To identify possible areas of development for the dietetic service in the adult community services and communicate this to the Head of Dietetics.
- To be flexible when cover is needed for other members of staff, when appropriate

## **CLINICAL**

- To monitor, review and continually re-assess clients' nutritional care plans and objectives against clinical outcomes measured in order to facilitate modification of packages of care/targets as appropriate to enable achievement of their goals.
- To provide nutritional advice and education to client, carers and relatives based on clinical evidence.

- To ensure management of clinical risk within own caseload.
- To maintain up-to-date clinical written records and computerised database in accordance with local and professional standards; and also writing comprehensive discharge and progress reports to GPs and referrers.
- To provide specialist training and education programmes for medical and nursing colleagues, allied health care professionals, therapy assistants, and health care assistants, in the form of lectures, tutorials and presentations.
- To develop a programme to educate the community nurses in basic dietetic skills and use of MUST to maintain continuing professional development by participating in regular in-service training, supervision, reflective practice and attending study days and training, providing feedback to the team where appropriate to disseminate learning.
- To provide caseload supervision to the therapy assistants in conjunction with colleagues, after training them specifically in basic dietetic skills and use of MUST.
- To maintain accurate clinical records for own caseload according to professional and local standards
- To be responsible for maintenance of adequate stock levels of nutritional supplements for clients, by monitoring levels and obtaining samples from medical nutrition companies when necessary.
- To flexibly plan and organise own time.
- To achieve the effective daily management of a caseload of clients, including prioritising clinical work and balancing other client-related and professional duties.
- To provide statistical information as required in a timely manner.
- To keep up-to-date statistics on a monthly basis in accordance with service's requirements.
- To be responsible for any organisational tasks related to the post.
- To be flexible in the undertaking of any other duties as requested by the service manager or Head of Dietetics to meet the changing needs of the service.
- To attend team and Trust meetings and case conferences as required.
- To frequently exercise mental effort on a daily basis during assessments and using technical equipment, such as weighing scales, calliper measuring tape and stadiometer in obtaining anthropometric measurements.
- To deal sensitively with clients that may be suffering from conditions that may lead to anxiety, fear or aggressive behaviour.

- To work in an environment where work patterns may be disrupted by frequent demands from clinical staff, assistants, and administrative staff.
- To be exposed to unpleasant working conditions, which may involve exposure to bodily fluids such as vomit, urine, saliva, and unpleasant smells.

To attend and participate in dietetic team meetings, journal club, case study & study day presentations with dietetic colleagues

## RESEARCH

- Participate in departmental and trust wide audit projects eg. Patient satisfaction survey and service delivery.
- To present findings of audit and development activities to the team in order to contribute to service and professional development. Where appropriate to present information to other therapy teams or outside agencies.
- To provide support and encouragement to other staff undertaking research or development activities.
- Continually evaluates own work and current practices through the application of the available evidence base.
- To work alongside NICE guidelines and other best practice.
- To ensure good working knowledge of national and local standards, and monitor quality through participating in clinical audit and evaluation work as required

## COMMUNICATION

- To utilise good communication and teaching skills to educate the diverse and multicultural population with barriers to understanding regarding a range of disease specific nutritional principles and guidelines in a manner that is easy to understand and practical.
- To manage stressful, upsetting and emotional situations in an empathetic manner.
- To demonstrate the ability to communicate complex and sensitive information to clients and carers, where there may be barriers to communication, i.e. use of interpreters due to highly multi-racial client group, or cognitive pathology.
- To use complex communication skills such as persuasion and motivation in difficult situations when dealing with clients who are in distress or vulnerable circumstances.
- To communicate frequently with internal and external agencies including Social Services, Sheltered Accommodation Scheme Managers, General Practitioners, Care Home and Community Nurses with regards to client care.

- To maintain close links with Community Specialist Nurses regarding client care and to co-ordinate any highly complex activities effectively.
- To maintain close lines of communication with the local acute dietetic team.
- To clearly convey complex information to small and large groups during training and education sessions

**On Call/Unsocial Hours**

Currently, this post does not require weekend, on-call or unsocial hours working. However, in the future, if needed due to changes in service requirements, the post holder is expected to work on a rota basis to cover weekends.

***The following statements are mandatory for all job descriptions:***

### **Terms and Conditions**

The post holder is subject to the terms and conditions of OXLEAS NHS FOUNDATION TRUST. This Job description gives an outline of the post and is subject to review in consultation with the post holder.

### **Confidentiality**

The Post holder must maintain the confidentiality of information about patients, staff, and other health service business in accordance with Trust Policy.

### **Risk Management**

The Post holder will ensure compliance with the Trust's risk management policies and procedures. These describe the Trust's commitment to risk management, the recognition that our aim is to protect patients, staff and visitors from harm and stress and that all staff have a responsibility to minimise risk.

### **Infection Control**

All staff are required to be familiar with the Trusts infection control policies, and national guidance in relation to infection control. All staff whose normal duties are directly or indirectly concerned with patient care must ensure that they complete mandatory infection control training and are compliant with all measures known to be effective in reducing Healthcare Associated Infections.

### **Equality, Diversity and Human Rights**

Oxleas is an organisation which values difference and promotes equality, diversity, and inclusion. Our Equality and Human Rights Policy and Strategy are designed to ensure that all our staff (including agency, bank, students, volunteers, and contractors) as well our service users, carers and members of the public are treated with dignity and respect. The Trust policies, procedures and practices are reviewed regularly to ensure that everyone who falls under the list of Equality Act 2010 protected characteristics does not suffer discrimination, either directly or indirectly. The current list of protected characteristics includes Age; Disability; Gender Re-Assignment; Marriage and Civil Partnership; Pregnancy & Maternity; Race; Religion and Belief; Sex and Sexual Orientation.

### **Health & Safety**

All staff must be aware of the responsibility placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe condition for employees, patients, and visitors.

### **Professional and NHS Codes of Conduct**

You are required to act at all times in accordance with the relevant professional Codes of Conduct and Accountability (including, where applicable, those for Board Members). In addition, all management staff must comply with the 'Code of Conduct for NHS Managers' and 'Standards of Business Conduct for NHS Staff'.



**Safeguarding**

It is the responsibility of all staff to safeguard and protect children and adults at risk at all times and staff must report any concerns as per Safeguarding Children and Safeguarding Adults policies, which are available on the Trust's intranet. Every member of staff must undertake regular mandatory safeguarding training at a level relevant to the role.

**Financial Management and Control of Resources**

All staff are responsible for the security and the property of the Trust, avoiding loss or damage and being economical and efficient in the use of resources. Staff are required to act in accordance with the rules and regulations as described in the Trust's Policy relating to the Financial Management and Control of Resources'.

**Customer Care**

It is the aim of the Trust to provide patients and clients with the best possible care. All staff are required to put the patient/client first and do their utmost to meet requests and needs courteously and efficiently.

**Personal/Professional Development Planning/Mandatory Training**

All staff should have a personal development plan and in conjunction with their manager, should actively determine and pursue agreed training and development needs and opportunities. All staff are required to attend mandatory training as designated by the Trust.

**Sustainability**

Demonstrate social and environmental responsibility and help establish Oxleas NHS Foundation Trust as a sustainability leader. Collaborate to contribute to or lead change management towards Oxleas NHS Foundation Trust goal of reaching Net Zero by 2040 as stated in the Green Plan.

**No Smoking**

Oxleas NHS Foundation Trust has a no smoking policy. Staff are not permitted to smoke within or on Trust premises.

### 3. Our Values

We have distinctive values at Oxleas - We're Kind, We're Fair, We Listen, We Care.

Our values are very important to us. They help Oxleas to be a great place to work. We want everyone who works at Oxleas to live our values and we will expect this of all our new joiners.

Our Values and Behaviours framework describes what it means for every one of us in the Trust to put our values into action. The framework can be found on our Trust Website: [Our values - Oxleas NHS Foundation Trust](#)



Signed by Line Manager

Signed by post holder

Date

Date

Print Name

Print Name

**Note:**

**Please attach an organisational chart alongside, a person specification, and Job Description.**



## PERSON SPECIFICATION

**JOB TITLE:** Specialist Dietitian

**DEPARTMENT:** Nutrition and Dietetics

**GRADE:** Band 6

		Essential / Desirable	How measured
<b>Education &amp; Qualifications</b>	Degree in Nutrition and Dietetics	E	Application and interview
	HCPC Registration as a Dietitian	E	
	Post-graduate training /short courses or equivalent relevant experience	D	
	Registered member of the British Dietetic Association	D	
	Member of a specialist interest group	D	
<b>Experience</b>			
	Minimum 18 months post qualification experience	E	Application and interview
	Experience in Nutrition Support	E	
	Experience in working with clients with complex needs	E	
	Experience in student training	D	
	Experience in supervising junior members of staff and students	D	
	Experience of multi-disciplinary and inter-agency working	E	
	Experience in motivating and counselling clients	E	
	Experience in presenting to groups including health professionals and service users	E	
	Experience of Audit and Research	D	
<b>Skills/Abilities/Knowledge</b>			

	<p>Excellent knowledge of Clinical Dietetics</p> <p>Excellent communication skills, both written and verbal</p> <p>Excellent time management skills and organisational skills</p> <p>Self- motivated and able to prioritise own workload</p> <p>Able to work independently and as part of a team</p> <p>Good understanding of the use of Nutrition Screening Tools</p> <p>Ability to assess and educate individuals requiring nutritional support</p> <p>Awareness of the issues faced by people with a life threatening illness</p> <p>Effective interpersonal skills (including the ability to negotiate)</p> <p>Computer literacy- familiarity with dietary analysis programs, word processing, database management</p> <p>Ability to apply the issues related to cultural diversity practically</p> <p>Knowledge of Nutrition Support Products</p> <p>Experience and Knowledge in FODMAPS, HEN feeding</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p>	<p>Application and interview</p>
<b>Effort and Environment</b>	<p>Using anthropometric equipment, such as weighing scales and standimeter.</p> <p>To deal sensitively with clients that may be suffering from conditions that may lead to anxiety, fear or aggressive behaviour</p> <p>To work in an environment where work patterns may be disrupted by frequent demands from clinical staff, assistants and administrative staff</p> <p>To be exposed to unpleasant working conditions, which may involve exposure to bodily fluids such as vomit, urine, saliva and unpleasant smells</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p>	<p>Application and interview</p>

AFC Reference Number	<b>1665/13</b>
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<b>Other Requirements</b>	Car owner/driver Current valid driving license.	D D	Application
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*NB These are not definitive lists if there are any others specific to a post, please add to the form which should then be signed by the line manager and post holder alongside the Job description.*

Signed by Line Manager

Signed by post holder

Date

Date

Print Name

Print Name