

JOB DESCRIPTION

POST TITLE	Specialist Dietitian – Gastroenterology Outpatients
BAND	Band 6
DIVISION	Diagnostic and Clinical Support Division
BASE	Across all ELHT
REPORTS TO	Gastroenterology Clinical Lead Dietitian
RESPONSIBLE FOR	Supporting Band 5 and 4 staff in the team

JOB SUMMARY

- To provide specialist dietetic input into gastroenterology outpatient clinics managing a delegated caseload. Assess, plan and implement interventions and ensure their treatment is evidence based and patient centred.
- Develop relationships within the Gastroenterology MDT to enable effective team working.
- To support the Adult Acute team to ensure safe, effective and personal care is given to all their patients and when required support Gastroenterology ward Dietitians with their caseload.
- Represent Dietetics at meetings regarding Gastroenterology as delegated by Acute Dietetic Team Leader
- Contribute to the training and development of Dietetic students, Dietitians and Dietetic Assistants and Assistant Practitioners.

MAIN DUTIES

Clinical responsibilities

- Act as an independent practitioner and be professionally and legally accountable and responsible for all aspects of their own work. Decide priorities for own work, balancing other patient –related and professional demands in consultation with the Acute Dietetic Team Leaders.
- Provide specialist assessment and treatment planning to gastroenterology Patients in out-patient settings. This will involve analysing, understanding and translating complex clinical information.
- Provide specialist gastroenterology and coeliac outpatient clinics in a number of community and hospital venues. Regularly evaluate treatment plans to ensure they are safe and effective.
- Work with gastroenterology team in setting up a new IBD service. Exploring consultant led and IBD nurse joint clinics.

- Update the wider Gastroenterology clinical team on any changes, regularly discussing the dietetic input for patients to ensure a multi-disciplinary approach. Where appropriate attend relevant MDT's.
- Support the specialist Gastroenterology Dietitians with their caseloads in their absence. This may include in-patient and out-patient caseloads.
- Provide clinical supervision, leadership and support the Band 5 Dietitians, Assistant Practitioners and Dietetic Assistants in the team.
- Liaise with Acute Dietetic Team Leader and Specialist Dietitians within the Department regarding complex patients to agree appropriate management.
- Produce and review relevant guidelines / policies with support from Acute Dietetic Team Leader.
- As required to offer support to other clinical areas to ensure all patients are seen in a timely manner.

COMMUNICATION

- Gain consent for treatment
- Be able to communicate in a sensitive way with a wide range of patients and carers and use empathic skills and updating them on the dietetic treatment plan as appropriate.
- Communicate with patients and carers for whom English is a second language and be able to use translators where necessary.
- Use counselling skills to discuss factors which may affect compliance with treatment. Negotiate treatment plans with the patient and carers, overcoming any barriers to communications.
- Communicate with the multidisciplinary team regarding the dietetic treatment plan for patients. Advanced communication skills will be required to negotiate treatment plans. Attend ward rounds and MDT's where necessary.
- Be able to communicate over the telephone or video to review patients, assessing and advising.
- Be able to share the treatment plan for patients with the Specialist Dietitians and other MDT members in specialist centres when patients transfer.

Clinical Governance

- Undertake audit of your service as agreed with the Acute Dietetic Team Leader, other healthcare professionals and wider MDT. Present and disseminate the results to relevant parties, identifying implications on service.
- Ensure service is delivered to meet explicit standards from appropriate National guidelines including NSF and NICE relating to patients in your caseload.
- Attend and contribute to team meetings and clinical supervision. Identify personal training needs and undertake regular CPD as required for continued registration by the Health and Care Professions Council (HCPC).
- Undertake risk assessments as appropriate for patients in your caseloads.
- Ensure that practice is evidence based and complies with current guidelines for good practice. Where there is no evidence base or current guidelines do not exist, develop practice in consultation with Acute Dietetic Team Leader, Specialist Dietitians' and other Health Professional colleagues in specialist centres.
- Maintain up to date knowledge of clinical areas within caseload.

- Critically appraise current literature in areas covered by your caseload. Produce reports and disseminate the findings to Dietetic, medical colleagues and other health care professionals.
- To review policies / guidelines for the specialist area with support from the Acute Dietetic Team Leader

Education and Training

- Plan, organise and deliver formal and informal training in Gastroenterology to other Dietitians, Health care Professionals, staff groups, patients and carer groups, to include pre and post registration training for nurses, medical staff and other groups as delegated and in consultation with Acute Dietetic Team Leader.
- Participate in the delivery of the training programme to pre-registration students. Promote reflective practice and maintain an appropriate learning environment and resources for students. Lead on designated tutorials and provide clinical teaching in your role. Participate in the assessment process and complete all appropriate paperwork.
- Undertake clinical supervision/mentoring sessions in Gastroenterology for Dietitians/ Dietetic Assistants within the Dietetic department as identified.
- Attend regular Clinical Supervision sessions with Specialist Dietitians.
- Attend appropriate training sessions for Specialist work areas.

ORGANISATIONAL RESPONSIBILITIES

- At times the team leader may delegate managerial tasks that include management of human, financial and other resources.
- Comply with all ELHT and BDA / HCPC policies on record keeping and confidentiality.
- All contacts with patients will be recorded on the departments statistics programme.
- To be involved in the planning of student timetables
- To identify service improvements and service efficiencies in specialist area and to lead on implementing these as appropriate.

PROFESSIONAL RESPONSIBILITIES

- Maintain registration as a Dietitian with the Health and Care Professions Council.
- Work to the Health and Care Professions Council Code of Conduct for Dietitians
- Have indemnity insurance from either the BDA or alternative source.

EMPLOYMENT ACTS AND CODES OF PRACTICE

All employees are required to comply with employment legislation and codes of good practice.

Equality and Diversity

We are an Equal Opportunities employer and will do all we can to make sure that job applicants and employees do not receive less favourable treatment because of their age, sex, marital status, faith, race, disability or sexual orientation, or for any other reason that is not justified.

Health and Safety

In accordance with the Health and Safety at Work Act 1974, and other supplementary legislation, all employees are required to follow Trust Health and Safety policies and safe working procedures, take reasonable care to avoid injury during the course of their work, and co-operate with the Trust and others in meeting statutory requirements.

Infection Control

All employees must comply with Prevention and Control of Infection policies and attend any related mandatory training.

Sustainability and Corporate Social Responsibility

The Trust attaches great importance to Sustainability and Corporate Social Responsibility. It is the responsibility of all members of staff to ensure that the Trust's resources are used efficiently with minimum wastage throughout their daily activities

Risk Management

Employees are required to report every incident where the health and safety of self or others has been jeopardised (including near misses) and to carry out or participate in investigations into such incidents as required.

Safeguarding

All employees have a responsibility for safeguarding and promoting the welfare of children and adults. Further guidance can be sought from your Line Manager.

Data Protection Act

All members of staff are bound by the requirements of the Data Protection Act 1998.

Rules, Regulations, Policies, Standing Orders and Financial Instructions

All employees are required to comply with the rules, regulations, policies, standing orders and financial instructions of the Trust.

Research and Development Projects

Whenever you decide to undertake a piece of research, either as a Principal Investigator or Local Researcher, or Assistant Researcher, you must comply with the principles of Clinical Governance and the Research Governance Framework.

Development Review

Key performance objectives, development needs and compilation of a Personal Development Plan will be discussed and agreed at Annual Development Review meetings.

Training

Post holders are required to attend any relevant and mandatory training for the post.

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 East Lancashire Hospitals Trust. In accordance with legislation on working time, it is a condition of employment that all staff must inform their line manager before taking up any private practice, work for outside agencies or other employers, other work for this Trust (including bank work) and / or voluntary work. This is to ensure there is no conflict of interest with your NHS duties.

Review of Job Description

This is not intended to be a comprehensive description of the duties of the post. Due to the Trusts commitment to continuous improvement it is likely that the post will develop over time. These duties will be subject to regular review and any amendments to this job description will be made in consultation and agreement with the post holder

STANDARDS OF CONDUCT

Conduct duties with regard to values underpinning the Trust's Vision *"to be a great Trust providing the best possible healthcare to the people of East Lancashire"*:-

Values:-

- Respecting the individual
- Putting patients and customers first
- Promoting positive change
- Acting with integrity
- Serving the community

Underpinning the Trust's vision and values are the following key operating principles that influence the way in which the Trust does business:-

- Understand the world we live in and deal with it
- We are clinically led and management supported
- Support departments support the front line
- Everything is delivered by and through Divisions
- Compliance with standards and targets are a given. They are the things we do to help secure our independence and influence
- Quality is our organising principle – driving quality up and cost down is not mutually exclusive
- We deliver what we say we need to

Post holders are expected to work flexibly within their pay band. They should only be expected to carry out activities for which they are competent. Alternatively they may carry out the additional duties if they are receiving support or training in order to obtain the recognised level of competence.

The Trust operates a Tobacco Control Policy.

ACCEPTANCE OF JOB DESCRIPTION

I confirm I accept the duties contained in the above job description.

NAME:
(PRINT)

SIGNED:

DATE:

**PERSON SPECIFICATION
EAST LANCASHIRE HOSPITALS NHS TRUST**

POST TITLE: Band 6 Dietitian – Gastroenterology

Factor	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • BSc or MSc in Dietetics • HCPC current registration. • Clinical supervisory skills 	<ul style="list-style-type: none"> • Post graduate Dietetic training in IBS (FODMAP's) • Student training such as SAS
Experience	<ul style="list-style-type: none"> • Recent Relevant NHS Dietetic Experience • Recent post graduate Dietetic experience in Gastroenterology including IBS, IBD, Coeliac Disease and Liver Diseases • Clinical supervision and leadership of Dietitians, Dietetic support staff and students • Demonstrable evidence of ongoing CPD in gastroenterology • Experience of working as part of an MDT 	<ul style="list-style-type: none"> • Experience in Gastroenterology • Working as part of a Nutrition Team • Formal teaching or lecturing
Skills & Aptitudes	<ul style="list-style-type: none"> • Organisational and time management skills. • IT skills (competent in the use of Microsoft office applications) • Ability to interpret complex clinical conditions including biochemistry • Competence in calculating nutritional requirements and developing nutrition care plans. • Highly developed negotiation, persuasion, motivating, counselling and problem solving skills • Clinically competent to give specialist nutritional support advice to patients and their support network • Clinically competent to initiate and monitor complex enteral feed regimes. 	<ul style="list-style-type: none"> • Ability to support Departmental and Trust guidelines/policies for the gastroenterology • experience of initiating and reviewing parental nutrition regimes
Personal Qualities	<ul style="list-style-type: none"> • Ability to respond to unpredictable work patterns and frequent interruptions • Ability to prioritise own caseloads effectively • Effective working relationships with Dietetic team and MDT • Positive approach to change. • Flexible, adaptable and creative 	
Special Requirements	<ul style="list-style-type: none"> • Commitment to work across all ELHT service delivery areas as required. • Access to a car for work or ability to manage alternative transport arrangements 	

A NHS KSF OUTLINE FOR A POST

Title of Post: Band 6 Gastroenterology Dietitian

NHS KSF DIMENSIONS	Needed for post?	Foundation Gateway					Second Gateway			
		1	2	3	4		1	2	3	4
CORE DIMENSIONS - relates to all NHS posts										
1 Communication	Y			X					X	
2 Personal and people development	Y			X					X	
3 Health, safety and security	Y		X					X		
4 Service improvement	Y		X					X		
5 Quality	Y		X						X	
6 Equality and diversity	Y		X					X		
SPECIFIC DIMENSIONS										
HEALTH AND WELLBEING										
HWB1 Promotion of health and wellbeing and prevention of adverse effects to health and wellbeing										
HWB2 Assessment and care planning to meet people's health and wellbeing needs										
HWB3 Protection of health and wellbeing										
HWB4 Enablement to address health and wellbeing needs										
HWB5 Provision of care to meet health and wellbeing needs										
HWB6 Assessment and treatment planning	Y			X					X	
HWB7 Interventions and treatments	Y			X					X	
HWB8 Biomedical investigation and intervention										
HWB9 Equipment and devices to meet health and wellbeing needs										
HWB10 Products to meet health and wellbeing needs										

NHS KSF DIMENSIONS	Needed for post?	Foundation Gateway					Second Gateway			
		1	2	3	4		1	2	3	4
ESTATES AND FACILITIES										
EF1 Systems, vehicles and equipment										
EF2 Environments and buildings										
EF3 Transport and logistics										
INFORMATION AND KNOWLEDGE										
IK1 Information processing										
IIK2 Information collection and analysis										
IK3 Knowledge and information resources										
GENERAL										
G1 Learning and development										
G2 Development and innovation										
G3 Procurement and commissioning										
G4 Financial Management										
G5 Services and project management										
G6 People management										
G7 Capacity and capability										
G8 Public relations and marketing										