

Department of Nutrition and Dietetics**Job Description****1. General Information**

JOB TITLE: Paediatric Metabolic Dietitian
Permanent

GRADE: Band 7

DEPARTMENT: Nutrition & Dietetics

Location: Evelina London Children's Hospital

HOURS: 37.5 hours per week

RESPONSIBLE TO: Lead Paediatric Dietitian

ACCOUNTABLE TO: Head of Nutrition & Dietetics

2. Guy's & St Thomas NHS Foundation Trust

Guy's and St Thomas' NHS Foundation Trust comprises five of the UK's best known hospitals – Guy's, St Thomas', Evelina London Children's Hospital, Royal Brompton and Harefield – as well as community services in Lambeth and Southwark, all with a long history of high quality care, clinical excellence, research and innovation.

We are among the UK's busiest, most successful foundation trusts. We provide specialist care for patients including heart and lung, cancer and renal services as well as a full range of local hospital and community services for people in Lambeth and Southwark.

We have a long tradition of clinical and scientific achievement and – as part of King's Health Partners – we are one of England's eight academic health sciences centres, bringing together world-class clinical services, teaching and research. We have one of the National Institute for Health Research's biomedical research centres, established with King's College London in 2007, as well as dedicated clinical research facilities.

Guy's and St Thomas' is among the UK's busiest and most successful NHS foundation trusts. We provide a full range of hospital and community services for people in Lambeth,

Evelina London cares for local children in Lambeth and Southwark and provides specialist services across south east England including cardiac, renal and critical care services. We lead a number of specialist service networks aiming to ensure children are treated locally where possible, but have access to specialist expertise when they need it. Our community

services include health visiting, school nursing and support for families of children with long-term conditions. The Duchess of Cambridge became the Patron of Evelina London in 2018.

Our adult community services teams deliver care at the heart of the local communities we serve, working in partnership with GPs, local authorities and other healthcare and voluntary sector organisations. In 2019 we combined adult community services with acute medicine and therapy services to create Integrated Care, a new strategic business unit. Working with our partners in Lambeth and Southwark, we are focusing on new ways of working to improve care for local patients.

We have a reputation for clinical excellence and high quality teaching and research. We are part of King's Health Partners, one of eight accredited UK academic health sciences centres. In partnership with King's College London we have dedicated clinical research facilities and a National Institute for Health Research (NIHR) Biomedical Research Centre.

Patients are at the heart of everything we do and we pride ourselves on ensuring the best possible patient experience as well as safe, high quality care. We are proud to have one of the lowest mortality rates in the NHS. Following a comprehensive Care Quality Commission (CQC) inspection in 2019 we maintained our overall rating of 'good'. Our adult community services achieved a rating of 'outstanding'.

We have around 22,700 staff, making us one of the largest NHS Trusts in the country and one of the biggest employers locally. We aim to reflect the diversity of the communities we serve and continue to develop new and existing partnerships with local people, patients, neighbouring NHS organisations, local authorities and charitable bodies and GPs. We strive to recruit and retain the best staff as the dedication and skills of our employees lie at the heart of our organisation and ensure that our services are of the highest quality, safe and focused on our patients.

Acute Department Information

There are two acute dietetic departments based at St Thomas' and Guy's hospitals and Evelina London our children's hospital which is based at St Thomas'. We also have a community dietetic service which serves the boroughs of Lambeth and Southwark.

Clinical Dietitians

The acute based dietitians are responsible for dietetic services to nominated wards and clinics within the hospital.

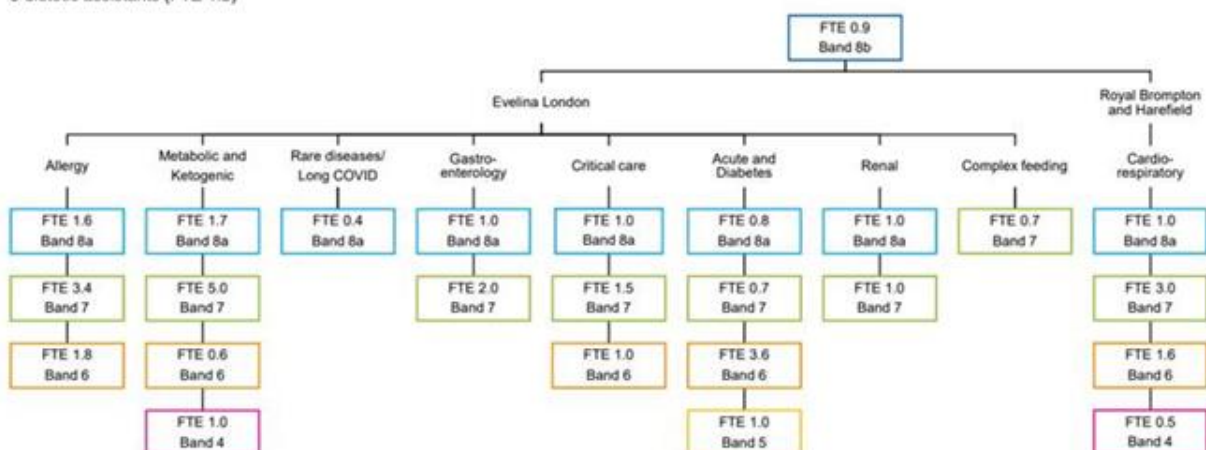
Primary Care/Community Dietitians

In Primary Care and the community the dietitians are responsible for dietetic services to nominated GP clinics, providing home visits and supporting care homes. They also have a remit for training and health promotion work.

Meet the team – Paediatric nutrition and dietetics

41 dietitians (FTE 36.3)

3 dietetic assistants (FTE 1.5)



Evelina London Paediatric Dietetic Department

Organisational Values:

Our **values** help us to define and develop our culture, **what we do** and **how we do it**. It is important that you understand and reflect these values throughout your employment with the Trust.

The post holder will:

- **Put patients first** - consider the patient's needs and wishes in all that they do
- **Take pride in what they do** – strive for highest standards on own work and challenge colleagues to do the same
- **Strive to be the best** – in terms of patient care & teamwork
- **Act with integrity** - maintain the privacy & dignity of patients, work with integrity and be trustworthy, be accountable for own work
- **Respect others** – patients, visitors and colleagues. Actively give and receive feedback .

3. Job Summary:

The Paediatric Metabolic Dietitian is a member of the dietetic and multidisciplinary metabolic team. You will play a key role in the nutritional management of this patient group and will provide highly specialist advice, education and support to patients, carers and other health professionals within the multidisciplinary team. In addition you will actively be involved in the trusts clinical governance programme and quality agenda framework for ensuring continuing professional development, audit and research

Metabolic Paediatric Band 7 Full Time Permanent

activities within this specialist area.

4. Metabolic specific Duties and Responsibilities

- To be responsible for the provision of emergency regimen prescriptions, used during illness, for all metabolic conditions.
- To prescribe and make critical judgements in the nutritional treatment which is essential during episodes of acute illness.
- To be responsible for direct requisition and communication of daily amino acid blood results and clinic serum micronutrient levels and dietary adjustments to patients/carers.
- To prescribe metabolic supplements for patients based on interpretation of biochemical monitoring, which are received from the laboratory team and interpreted on a daily basis.
- In specialist situations, to do home visits to families with children with metabolic conditions.
- Organise and implement educational days, cookery sessions and supermarket tours for metabolic patients and their families.
- To provide dietary advice for metabolic patients living outside the UK.
- To provide evidence in child protection cases where parental non-compliance of their children's dietary requirements can result in neurological damage, given that diet is their only treatment.
- To provide national and international teaching of qualified dietitian's within the specialist area of inborn errors of metabolism.
- National and international advisory role for metabolic dietary queries from other health professionals.

5. Wider Duties and Responsibilities

- To be responsible for the development and provision of a specialist, evidence based dietetic service.
- To attend appropriate ward rounds and multidisciplinary meetings in order to provide expert advice to clinicians, patients and carers regarding provision of nutritional support for patients based on clinical evidence. This will involve nutritional assessment, to include the calculation of nutritional requirements based on the interpretation of biochemistry, anthropometry clinical condition and other physical parameters.
- To provide highly complex nutrition counselling to patients and/or their carers requiring post registration cognitive behavioural therapy and use of reassurance and motivational skills to overcome barriers to change particularly where there is non-compliance.
- Ability to utilise developed communication and teaching skills to educate the diverse and multicultural population with barriers to understanding, both on a one to one basis and in groups. This will include patients with severe communication problems.

- To be responsible for ensuring that patients and carers have consented prior to dietetic intervention in line with professional guidelines
- To communicate and liaise with medical, nursing and other professional staff. To attend appropriate ward rounds and meetings, providing highly specialised expert advice based on interpretation of biochemical parameters and fluid status monitoring, and care guidelines.
- To have a thorough knowledge of the Mental Capacity Act and its implications.
- To lead on the design, implementation and evaluation of multi-disciplinary protocols and procedures aimed at improving nutritional status.
- To communicate and liaise with the community multidisciplinary team regarding nutrition related prescriptions and nutritional management of outpatients and where necessary providing information and education to clinicians, patients and carers.
- To directly prescribe nutritional supplements, vitamin and minerals.
- To be responsible for the ordering and maintenance of adequate stock levels of feeds and supplements at ward level.
- To develop, implement and audit innovative methods of delivering education sessions.
- To research, develop, produce and publish evidence-based literature, including use of patient forums.
- To be responsible for the safe discharge planning and follow up for those patients requiring artificial nutritional support in the community.
- To be trained to trainer level in the use of enteral feeding pumps and equipment.
- To be trained to trainer level in the use of anthropometric equipment for assessment of nutritional status, such as bioelectrical impedance, callipers and hand grip dynamometer and interpretation of results.
- To develop and lead Nutrition teaching programmes on postgraduate Dietetic, nursing and other courses as appropriate.
- To develop and lead nutrition teaching programmes for medical staff within the trust.
- To be responsible for the development and undertaking of the specialist training programme of the Department's junior staff as part of the band 6 rotation
- To participate, where deemed appropriate by clinical Dietetic Services Manager, in the recruitment and selection of junior members of staff.

- To be responsible for the clinical supervision and appraisal of junior staff, facilitating their professional development and post-graduate learning.
- To undertake mentoring of junior members of staff as appropriate
- To provide regional teaching of qualified dietitians on nutrition.
- To participate in the training and assessment of student dietitians
- To contribute to operational and strategic planning for the dietetic service within the specialist area.
- To ensure safe practice through development of caseload management plan taking into account risk management and documentation and reporting of critical incidents as outlined in the Trust policy.
- To take responsibility for ongoing clinical excellence through evidence-based practice and development of standards, policies and guidelines in conjunction with the departmental standards committee.
- To advise and liaise with the catering staff concerning the dietary needs of patients, and to assist in instructing chefs on preparation of special meals as required. To adapt and analyse the menu cycle to ensure suitability, and make recommendations to the site Catering Manager
- To initiate and participate in regular research and audit in line with departmental research and audit procedures. This includes co-ordination and supervision of research projects for undergraduate dietetic students. It will be expected that any relevant findings should be published or presented at appropriate conferences.
- To actively participate in departmental evidence based groups and help to ensure that the trusts clinical governance requirements are met.
- To keep statistics and written records of all in patient and outpatient contacts in accordance with trust and departmental standards for record keeping.
- To comply with professional codes of practice, professional guidelines and departmental policies.
- To maintain strict confidentiality in accordance with the Trust policy and Health Professions Council standards.
- To be an active team member of the Dietetic Department at Guy's and St Thomas' participating in departmental developments and projects and attending monthly staff and continuing professional development meetings.
- To participate fully in the appraisal process and develop a strategy for continuing professional development encompassing a portfolio-based assessment in line with national legislation.

- To carry out good office practice in accordance with the department's policies and procedures.
- To have an understanding of the Trust's Equal Opportunities policy and provide a fair and non-biased service.
- To have an understanding of the Trust's Health & Safety policy and be aware of responsibilities.
- To provide cover for colleagues during periods of absence.
- In consultation with the post-holder, undertake any other duties appropriate to the grade as requested by the Dietetic Services Manager.
- The post holder is required to follow Trust policies and procedures which are regularly updated.

6. Training and Education

- To provide highly complex nutritional counselling to parents and carers where postgraduate training in cognitive behavioural therapy and use of reassurance and motivational skills is required to overcome barriers to change.
- To develop, implement and audit innovative methods of delivering education sessions for your specialist area.
- To train and assess the student dietitians.
- To plan implement and evaluate the metabolic band 6 rotational programme.
- To be responsible for the clinical supervision and appraisal of junior staff facilitating their professional development and post graduate learning.
- To develop and update evidence based child friendly dietary educational resources for children and their families which need to be adapted to childhood eating patterns and where required serum biochemistry.

7. Professional Responsibilities

- To input activity statistics to database and to keep written records of all in-patient and outpatient contacts in accordance with trust and departmental standards for record keeping.
- To be responsible for ensuring that patients and carers have consented prior to dietetic intervention in line with professional guidelines.

- To ensure safe practice through development of caseload management plan taking into account risk management and documentation and reportage of critical incidents as outlined in the trust policy.

8. Clinical Governance

- To participate fully in the appraisal process and develop a strategy for continuing professional development encompassing a portfolio based assessment in line with national legislation.
- To take responsibility for ongoing clinical excellence through evidence based practice and development of standards, policies and guidelines in conjunction with the departmental standards committee.
- As part of the dietetic team, to be responsible for the development and implementation of dietetic policies implemented both departmentally and at trust level.
- To comply with professional codes of practice, professional guidelines and departmental policies.
- To initiate, plan and participate in regular research and audit within the area of metabolic nutrition in line with departmental research and audit procedures. It will be expected that any relevant findings should be published or presented at appropriate conferences.
- To present complex nutritional information to large groups (20+) of people in a formal setting.
- To research, develop with the use of patient forums, audit and publish evidence based departmental literature for use within and outside the trust.
- To be an active team member of the dietetic department at Guy's and St Thomas' participating in departmental developments and projects and attending monthly staff and continuing professional development meetings.

The post holder is required to follow Trust policies and procedures which are regularly updated including:

Confidentiality / Data Protection / Freedom of Information

To maintain strict confidentiality in accordance with the Trust policy and Health Professions Council standards.

Post holders must maintain the confidentiality of information about patients, staff and other health service business in accordance with the Data Protection Act of 1998. Post holders must not, without prior permission, disclose any information regarding patients or staff. If any member of staff has communicated any such information to an unauthorised person those staff will be liable to dismissal. Moreover, the Data Protection Act 1998 also renders an individual liable for prosecution in the event of unauthorised disclosure of information.

Following the Freedom of Information Act (FOI) 2005, post holders must apply the Trust's FOI procedure if they receive a written request for information.

Information Governance

All staff must comply with information governance requirements. These includes statutory responsibilities (such as compliance with the Data Protection Act), following national guidance (such as the NHS Confidentiality Code of Practice) and compliance with local policies and procedures (such as the Trust's Confidentiality policy). Staff are responsible for any personal information (belonging to staff or patients) that they access and must ensure it is stored, processed and forwarded in a secure and appropriate manner.

Equal Opportunities

Post holders must at all times fulfil their responsibilities with regard to the Trust's Equal Opportunities Policy and equality laws.

Health and Safety

All post holders have a responsibility, under the Health and Safety at Work Act (1974) and subsequently published regulations, to ensure that the Trust's health and safety policies and procedures are complied with to maintain a safe working environment for patients, visitors and employees.

Infection Control

All post holders have a personal obligation to act to reduce healthcare-associated infections (HCAIs). They must attend mandatory training in Infection Control and be compliant with all measures required by the Trust to reduce HCAIs. **All post holders must comply with Trust infection screening and immunisation policies** as well as be familiar with the Trust's Infection Control Policies, including those that apply to their duties, such as Hand Decontamination Policy, Personal Protective Equipment Policy, safe procedures for using aseptic techniques and safe disposal of sharps.

Risk Management

All post holders have a responsibility to report risks such as clinical and non-clinical accidents or incidents promptly. They are expected to be familiar with the Trust's use of risk assessments to predict and control risk, as well as the incident reporting system for learning from mistakes and near misses in order to improve services. Post holders must also attend training identified by their manager, or stated by the Trust to be mandatory.

Flexible Working

As an organisation we are committed to developing our services in ways that best suit the needs of our patients. This means that some staff groups will increasingly be asked to work a more flexible shift pattern so that we can offer services in the evenings or at weekends.

Safeguarding children and vulnerable adults

Post holders have a general responsibility for safeguarding children and vulnerable adults in the course of their daily duties and for ensuring that they are aware of the specific duties relating to their role.

Sustainability

It is the responsibility of all staff to minimise the Trust's environmental impact by recycling wherever possible, switching off lights, computers monitors and equipment when not in use, minimising water usage and reporting faults promptly.

Smoking Policy

It is the Trust's policy to promote health. Smoking, therefore, is actively discouraged. It is illegal within Trust buildings and vehicles.

Review of this Job Description

This job description is intended as an outline of the general areas of activity and will be amended in the light of the changing needs of the organisation. To be reviewed in conjunction with the post holder.

AW 2023