

**A4C Banding No: P2629**

## **Job Description**

<b>TITLE:</b>	Highly Specialist Primary Care Dietitian
<b>DEPARTMENT:</b>	Birmingham Community Nutrition
<b>LOCATION:</b>	Gee House, Gee Business Centre
<b>PROFESSIONALLY ACCOUNTABLE TO:</b>	Head of Birmingham Community Nutrition
<b>CLINICALLY ACCOUNTABLE TO:</b>	Lead Clinical Dietitian / Clinical Lead for Paediatric Dietetics/
<b>BAND:</b>	7
<b>HOURS:</b>	37.5 hours per week

### **Job Purpose**

- This post has a high degree of autonomy and is responsible for the highly specialist clinical assessment and ongoing dietetic management of clients with a number of different clinical conditions within a Primary Care & community setting. These include a complex and wide range of diet-related conditions across the lifespan.
- To provide a high quality evidence based service to clients presenting in Primary Care (General Practice) with diet-related and long-term conditions.
- To provide comprehensive assessment and therapeutic dietetic care to clients in Primary Care (General Practice), but this may include a range of venues across the City such as community clinics, client's own homes, schools, respite units and other residential settings.
- To act as a source of clinical expertise, advice and guidance for the multidisciplinary Primary Care team, clients and carers.
- To work as an integral member of the Primary Care multidisciplinary team in General Practice and to develop this new role appropriately.

- To raise nutritional awareness and promote the benefits of Dietetic services with respect to a wide range of diet-related conditions both within and outside of the organisation.
- To work closely with the Clinical Dietetic Team Leaders in supporting the comprehensive service delivery and clinical practice within the Primary Care dietetic service.

### **Responsible for**

Clinical dietetic leadership within the Primary Care (General Practice) dietetic team. The development and assessment of clinical skills of Specialist Dietitians, Dietetic students and assistant practitioners working within the team. The development of this new role and ensuring it is embedded within Primary Care.

### **Main Duties**

1. To undertake comprehensive highly specialist assessments and diagnoses of patients presenting in Primary Care (GP Practice) with diet-related conditions using specialised clinical knowledge and skills and a broad range of assessment skills, measurements and techniques. This may include the requesting and interpreting of biochemistry or other investigations to support differential diagnosis, and liaising with GP colleagues.
2. To maintain a complex clinical caseload within Primary Care. This involves liaison with other health professionals, suppliers, patients and carers to facilitate the provision of appropriate, timely and cost effective nutritional treatment for patients.
3. To negotiate and agree dietary or nutritional goals with individual patients and/or their parents and carers, including those with diverse or complex nutritional and physical health needs and end of life issues. The post holder will need to use motivational interviewing, counselling and cognitive behaviour therapy tools as applicable. This may include identifying individual barriers to change and helping clients and carers to manage them.
4. To aim to meet these goals using appropriate nutritional interventions including enteral feeding, oral nutritional supplements or specialised formulae where indicated. To reassess nutritional requirements and change clinical interventions as appropriate in line with current evidence based practice.

5. To plan and deliver individualised nutritional care plans based on comprehensive highly specialist assessments of needs and knowledge of evidence based practice, modifying the care plans as required.
6. To respond appropriately to frequent requests for highly specialist Dietetic support which include those for patients with complex physical health needs with complex clinical and social situations which require detailed analysis and decision-making.
7. To regularly communicate highly complex and sensitive information to patients, their families, carers and staff regarding diagnosis and prognosis and future expectations, gaining co-operation and trust in the ongoing management or forward referral of the patient.
8. Independently manage a caseload that includes patients with a wide range of medical and nutritional needs, dealing with issues of mortality and ethical dilemmas.
9. Diagnosing nutritionally related conditions and being alert to symptoms and signs of wider systemic disease.
10. Making referrals for specialist medical opinion where appropriate.
11. Being alert to safeguarding concerns and consent issues for both children and adults.
12. To be prepared to deal sensitively with service users, families and carers living with difficult diagnoses and life limiting conditions.
13. To be responsible for maintaining accurate and comprehensive patient records in line with the HCPC Code of Conduct, local and Trust Policies.
14. To provide dietetic leadership and expert opinion across the Trust in the area of common nutrition disorders.
15. To have an awareness of alternative communication systems that may be used by service users including sign language, gestures, Makaton and other non-verbal methods that will assist providing nutritional care.

16. To disseminate appropriate evidence/research findings and whenever possible ensure the integration of research/evidence based practice in Primary Care.
17. To support Service delivery and offer clinical leadership within the Birmingham Community Nutrition dietetic team and to facilitate effective patient care, service development and multidisciplinary working within Primary Care.

## **Professional**

18. To adhere to the Standards of Conduct, Performance and Ethics and the Dietitians' Standards of Proficiency of the Health and Care Professions Council.
19. To act in a professional manner promoting the organisation, the role of the Dietitian and the importance of nutritional care, respecting clients', carers' and colleagues' views, promoting a positive working environment.
20. To be responsible for logging, maintaining and demonstrating own competence to practice through participation in appraisals process and continual professional development (CPD), within the framework of the professional portfolio. This may also include membership of a BDA Specialist Interest Group.
21. To undertake the measurement and evaluation of own work and current practices through the use and application of evidence based practice, outcome measures and participation in audit and research as required.
22. Write reports containing highly complex, confidential and sensitive information, which may be used in a legal context.

## **Planning & Organisational**

23. To support the service by leading areas of operational development as appropriate.
24. To work autonomously, prioritising in own work area, balancing all service users related and professional demands.
25. To teach staff from social care and health, education, health, voluntary and other agencies to assist in the delivery and implementation of Dietetic advice as appropriate.

26. To develop the Dietetic Service in Primary Care, implement policy and propose policy changes which impact beyond own area of activity.
27. To develop highly specialist knowledge and expertise for an identified area of service provision, as agreed with the manager and participate in strategic development in this area.
28. To collect and collate statistical activity data as required.
29. To provide cover for colleagues as necessary.
30. To be responsible for referring onto other professions and agencies as necessary.
31. To lead on audit and research within the Primary Care dietetics to initiate and contribute to the development of standards and policies for Primary Care dietetics.
32. Lead on the development and collection of clinical outcome data for the Primary Care dietetic team to report to Primary Care Networks.
33. To develop and maintain links with the rest of Birmingham Community Nutrition dietetics service, attending meetings to ensure that the service works in collaboration with all Birmingham Community Nutrition services and provides an expert nutrition service.
34. To lead on specific service/clinical developments as identified within the Primary Care dietetic service including inter-agency and multidisciplinary projects relating to the service objectives.
35. To provide regular reports to your line manager, advising on service delivery, clinical governance, policy development and audit, including proposing changes and developments.
36. To contribute to the local audit programme.

### **Management and Leadership Responsibilities**

37. Develop and empower all members of your team to perform to high standards and innovate, working collaboratively with the Clinical Dietetic Team Leaders.
38. Working collaboratively with the Lead Clinical Dietitian / Clinical Lead for Paediatrics, ensure staff clinical supervision arrangements are in place. Ensure staff in your team

have annual practice peer review resulting in specific objectives and effective personal development plans in line with service objectives.

39. Develop staff knowledge and skills to promote equality and diversity and address inequalities both in employment and service delivery. Ensure specific equality objective are included in PDR's.
40. Develop a culture that ensure that the standards of Improving Working Lives and Investors in People are achieved and maintained for all staff and that staff's perception about their working lives are measured and improvements made.
41. Participate in the recruitment and selection of staff.
42. To identify and work with the Clinical Dietetic Team Leaders to manage clinical risk, including infection control risk, within the team caseload and support others to do so.

## **Training**

43. Develop and empower all members of the multidisciplinary Primary Care (General Practice) team to perform to high standards of nutritional care, working collaboratively with the lead clinician and Practice Manager.
44. Working collaboratively with the Clinical Lead, ensure staff clinical supervision arrangements are in place relating to nutrition. Ensure all staff in your team have annual practice peer review resulting in specific objectives and effective personal development plans in line with service objectives.

To undertake other duties commensurate with this grade of post in agreement with the relevant line manager.

To minimise the Trust's environmental impact wherever possible, including recycling, switching off lights, computers, monitors and equipment when not in use. Helping to reduce paper waste by minimising printing/copying and reducing water usage, reporting faults and heating/cooling concerns promptly and minimising travel. Where the role includes the ordering and use of supplies or equipment the post holder will consider the environmental impact of purchases.

## **Key Relationships**

To establish effective working relation with the following:

Multidisciplinary members of the Primary Care (General Practice) Team, all staff and Team Leaders within the dietetics department, multidisciplinary Children & Families division staff where appropriate, local acute units, multiagency relevant to the patient.

## **Performance Management**

All employees have a responsibility to participate in regular appraisal with their manager and to identify performance standards of the post. As part of the appraisal process every employee is responsible for participating in identifying their own training and development need

## **Health & Safety at Work**

Attention is drawn to the responsibility of all employees to take reasonable care for the health & safety of themselves and other people who may be affected by their actions at work.

## **Equal Opportunities**

Birmingham Community Healthcare NHS Foundation Trust is committed to being an equal opportunities employer and welcomes applicants from people irrespective of age, gender, race and disability.

## **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.

## **Smoking**

The Trust operates a No Smoking policy.

## **Mobility**

Whilst the postholder will be based at Priestley Wharf 1 this is a Trust wide appointment and travel around the Trust may be required.

## **Confidentiality**

Your attention is drawn to the confidential nature of information collected within the National Health Service. The unauthorised use or disclosures of patient or other personal information is regarded as gross misconduct and will be subject to the Trust's Disciplinary Procedure and, in the case of both computerised and paper-based information, could result in a prosecution for an offence or action for civil damages under the Data Protection Act 1998.

## **Sustainability**

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

### **Dignity in Care**

Birmingham Community Healthcare NHS Foundation Trust (BCHC) is committed to providing dignity in care for all our patients and service users across the Trust.

All staff, workers, volunteers, students and individuals undertaking work experience/shadowing, irrespective of the role they specifically undertake, are required to adhere to BCHC's vision, values and professional standards. This also involves working with and alongside colleagues and partners, demonstrating a duty of candour (i.e. honesty and straightforwardness), openness and accountability in order to achieve high quality and the best possible care outcomes for our patients, service users and the local community.

### **Infection Prevention and Control**

The Trust is committed to minimising any risks of healthcare associated infection to patients, visitors and staff. All employees must attend Infection Prevention and Control training as required for their post. Employees must be familiar with and comply with Infection Prevention and Control policies available on the Intranet.

### **Job Description**

This job description will be subject to discussion and reviewed on an annual basis within the appraisal process.

**POST HOLDER'S SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



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**PERSON SPECIFICATION**

<b>Title</b>	<b>Highly Specialist Paediatric Dietitian</b>	<b>Band</b>	<b>7</b>
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<b>Example key areas</b>	<b>Job requirements</b>	<b>W</b>	<b>How identified</b>	<b>Candidate score</b>	<b>Comments</b>
<b>Qualifications training</b> / Level of education; Professional qualifications; Vocational training; Post basic qualifications; Training and learning programmes/courses	Registered Dietitian with current HCPC registration.	E	AF		
	Evidence of CPD	E	AF/I		
	Degree or equivalent in Dietetics	E	AF		
	Post graduate training or equivalent relevant experience within one or more specialist areas of Dietetics	E	AF		

Example key areas	Job requirements	W	How identified	Candidate score	Comments
<b>Experience</b> Length and type of experience Level at which experience gained	Extensive experience of working within a specialist area of dietetics	E	AF/I		
	Experience of developing, implementing and evaluating projects and audits.	E	AF/I		
	Experience of supervising or developing staff.	E	AF/I		
	Experience of student training	E	AF/I		
	Experience of clinical dietetics at senior grade	E	AF/I		
	Experience of dietetic leadership	E	AF/I		
	Experience of multi-disciplinary and multi-agency working	E	AF/I		

Example key areas	Job requirements	W	How identified	Candidate score	Comments
<b>Skills/knowledge</b> Range and level of skills Depth and extent of knowledge	Evidence of highly specialist clinical assessment skills	E	I		
	Ability to demonstrate sound knowledge and practical application of current evidence based practice	E	AF/I		
	Ability to communicate clearly and concisely, varying approach according to need/situation	E	I		
	Ability to demonstrate sound knowledge and application of BDA code of Professional Conduct	E	I		
	Excellent presentation skills	E	AF/I/P		



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Example key areas	Job requirements	W	How identified	Candidate score	Comments

Example key areas	Job requirements	W	How identified	Candidate score	Comments
<b>Skills/knowledge</b> Range and level of skills Depth and extent of knowledge  <b>Continued ...</b>	Ability to demonstrate knowledge of Clinical Governance, standard setting and audit process (understanding the principles of Clinical Governance).	E	I		
	Ability to demonstrate individual responsibility in respect of health and safety	E	I		
	Ability to reflect and appraise own performance.	E	I		
	Ability to demonstrate negotiating and influencing skills	E	AF		
	Ability to produce legible, written communication	E			

Example key areas	Job requirements	W	How identified	Candidate score	Comments
	including reports				
<b>Personal qualities</b>	An ability to be flexible in a changing environment	E	I		
	An ability to work independently and on own initiative	E	I		
	An ability to demonstrate a commitment to team working	E	I		
	An ability to develop and maintain links with outside agencies	E	I		
	An ability to learn and	E	I		

Example key areas	Job requirements	W	How identified	Candidate score	Comments
	<p>apply knowledge appropriately</p> <p>An ability use tact and diplomacy where necessary</p> <p>Demonstrates innovative ideas</p> <p>Ability to work in a variety of setting and environments.</p>	E	I		
		E	I		
		E	AF/I		
<b>Other job requirements</b>	<p>Ability to travel to different locations within the city</p> <p>Ability to move and handle equipment and assist service users and carers in making transfers.</p>	E	AF/I		
		E	I		



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Example key areas	Job requirements	W	How identified	Candidate score	Comments
Overall Candidate score					

**W (Weighting)** - **E** = Essential **D**= Desirable

**How identified** = **A**pplication = AF; **I**nterview = I; **T**est = T; **P**resentation = P.

