

Paediatric Dietitian (0.8wte part time 30 hours per week)

Job Title:	Paediatric Dietitian
Reports to (job title):	Paediatric Team Lead Dietitian
Line Manager to:	Alice Wigley

Job purpose

To provide a clinically effective and responsive specialist community based paediatric dietetic service for patients referred to the Wiltshire Community Dietetic Service from Wiltshire GPs, Health Visitors and Children services in the north and west of Wiltshire.

Base

Wilton or Chippenham Community Hospital, Wiltshire

Service provision can be based working from home, with the flexibility to use team office bases at Chippenham and Wilton. Some on-site time is expected to support learning and developing with colleagues.

Within the team, face to face clinics and inpatient cover is provided in community hospitals and community health centres, including Chippenham, Wilton, Salisbury, Amesbury, Warminster, Melksham, Trowbridge, Devizes, and Savernake. Wherever possible, the working locality for the staff member will be near to assigned base. Virtual services are provided to patients across the whole of Wiltshire.

This post is responsible for

- Provide a responsive and inclusive specialist paediatric dietetic service that is evidence based for children and their parents/carers.
- Responsible for providing care to patients in the community, this will include a mixture of face-to-face clinics as well as virtual and telephone clinics.
- Provide support to the children's home enteral feeding team, including home visits.
- Provide patient centred and evidence-based support to patients with a broad range of conditions such as faltering growth, allergy, restricted eating, other gastro conditions, please note this list is not extensive.
- Opportunity to support the community based paediatric Home enteral feeding team.
- Build strong working relationships with teams at our surrounding local hospitals due to shared care of children.

- Communication with health care professionals in primary care is a vital part of the role and when appropriate liaison with schools and other local authorities may also be required.
- Development and delivery of group education sessions in areas such as ASD, fussy eating and allergies as determined through service mapping by the paediatric team.
- To interpret and communicate complex and changing dietary regimens to parents/carers and health care professionals: assessing paediatric nutritional requirements, selecting and evaluating appropriate treatment plans and advising on appropriate biochemical and anthropometric monitoring.
- Liaising with the multidisciplinary team and attending case conferences as required
- To promote and act as an expert contact to provide evidenced based information for dietary issues relating to paediatrics to other health care staff to include GPs and Health Visitors and School Nurses to improve nutritional care for the local community.
- To promote evidence based nutritional care to both patients and other health care staff to support best practice.
- To participate in the development of appropriate nutritional related pathways, policies and guidelines working within the multidisciplinary team.
- To participate in the supervision of dietetic students, dietetic assistant and newly qualified staff to ensure an appropriate learning environment and safe practice.
- To collect and maintain accurate patient record details and statistical information.
- To be actively involved in the development of the paediatric dietetic service, supporting good nutritional and dietetic practice and contribute to using technological advancements to support our patients.
- Participate in the Dietetic service's Clinical Governance programme to include quality and audit activities to ensure practice is clinically effective and reflects relevant NICE guidance, recognised current practice and contribute to the compliance with relevant Care Quality Commission Standards.
- To participate in the staff appraisal process to identify progress. To reflect on own performance, identifying areas for development and actively seeking opportunities to advance skills and knowledge.
- To keep up-to-date with relevant dietetic and nutrition developments and attend relevant courses and training.
- To undertake any other reasonable duties which may be identified in consultation with the Dietetic Service Manager.

Key responsibilities

Patient Care

- Caseload management – manages individual patients safely and effectively.

- To undertake nutritional assessment including anthropometry using specialist equipment if necessary.
- Estimate nutritional requirements.
- Formulate a safe nutritional treatment plan.
- Negotiating implementation of the prescribed treatment.
- Monitor the effects of the prescribed treatment making any necessary changes
- Review and discharge/hand over care of the patient following local guidelines and procedures.
- To organise follow-up arrangements according to agreed guidelines and procedures.
- Manage and be responsible for any risks inherent in clinical decision making.
- Adhere to agreed departmental and Trust-wide guidelines, protocols and procedures appropriately to deliver a safe and managed caseload.
- Maintain all patient records in line with local and national standards. e.g. BDA Standards for Record Keeping.
- Evaluate critically any developments in practice and brings these to the attention of dietetic colleagues and the line manager.
- Provide detailed information for legal purposes if required to do so.
- Impart information to patients which may be sensitive and in situations which could be psychologically disturbing.
- To have the negotiation skills needed to motivate and negotiate dietary change.
- Educate, support and direct patients by prescribing and advising on therapeutic dietary regimens which may involve significant and continuous lifestyle changes. Develops the appropriate supporting resource materials to support this.
- Ensure that there is continuing understanding by using a variety of evaluation strategies and adapting communication techniques if necessary.
- Communicate effectively with all levels of health professionals regarding the nutritional care of individual patients in situations, which can be challenging and may involve overcoming a range of barriers to communication.
- To have the understanding and ability to translate nutritional concepts into practical everyday terms for patients, staff and professional colleagues of all levels.

Budget Responsibilities

- Does not directly manage any budgets.
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Responsibilities for People or Training

- To develop and provide a programme of training and support to healthcare and other professionals within the health community to support these initiatives.
- To take an active role in other areas of staff and service development.
- To take an active role in delivery of Dietetic student placements

- Band 5's to participate in peer group supervision programme.

Other Factors

- Post holder will be expected to travel to a variety of locations including clinics, health centre sites and other locations across Wiltshire.
- Required to carry loads, such as weighing scales, equipment and training materials needed for the group sessions, setting up and clearing away from sessions.
- Deals, on an occasional basis, with patients/ service users and carers who may be distressed and emotional in a range of working conditions, with occasional exposure to unpleasant conditions.

In addition to the duties and responsibilities listed above, the post-holder may be required to perform other duties assigned by the supervisor/manager from time to time.

Proposed job plan

The proposed job plan is open for some discussion upon appointment and following the allocation of geographical locality for work. Consideration is given to development, and this may include some work within an area of candidate's interest, supported by our team.

The job plan will contain a caseload appropriate to the experience of the Band 6 dietitian. The area of primary clinical focus will be Paediatric community care and Paediatric Home enteral feeding.

Areas of work will include virtual clinics, face to face clinics, group education sessions, training health professionals and home visits. Learning and development are an essential part of our working environment, and the successful candidate will be expected to take a proactive approach to student training.

Outline of Provisional Job Schedule:

To be confirmed on appointment based on location of individual and needs of the service on appointment.

Our values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisations values are just words which don't translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the expectations of our colleagues, communities, customers and partners. They have been defined by our colleagues and have been integral to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there's only three, but because they are unique to who we are. We care, we think, and we do.

Care

- Inspire
- Understand
- Communicate

Think

- Challenge
- Improve
- Learn

Do

- Accountability
- Involve
- Resilience

Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the 2018 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice, NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.
- Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead
- Adherence to the clear desk/screen policy
- Only using approved equipment for conducting business

Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourish. Employees must be aware that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities 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 environment for other employees, patients and visitors. It is essential to observe strict fire and security precautions at all times.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance within the company's medicines policies to ensure the safe, legal and appropriate use of medicines.

Skilled non-registered staff

Undertake all aspects of medicines management related activities in accordance with the company's medicines policy where appropriate training has been given and competencies have been achieved.

Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company intranet.

General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a “non-smoking” policy. Employees are not able to smoke anywhere within the premises or when outside on official business.

Equal Opportunities

It is the company’s intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy and it is the responsibility of each employee to contribute to its success.

Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

Personal Specification

Essential

- Professional current UK Health Professional Council Dietetic Registration
- Academic Degree in Dietetics or Human Nutrition or equivalent
- Member of British Dietetic Association and Paediatric Group of BDA
- Specialist knowledge of current nutritional advice/dietetic practice across a range of conditions to ensure safe and effective dietetic input for paediatrics.
- Evidence of post registration training in communication and behavioural change.
- Attended training for Safeguarding Children
- Working with a range of paediatric patients within the NHS setting
- Experience of working in paediatric home enteral feeding
- Successful management of a project
- Teaching in different settings
- Supervising staff and students
- Knowledge of current nutritional advice/dietetic practice to ensure safe and effective dietetic input for Paediatric dietetics.
- Clinic Governance
- The ability to translate and convert complex information into easily understood language
- The ability and enthusiasm to work autonomously as the recognised paediatric dietetics specialist.
- Knowledge of specialist products available for nutritional/dietetic interventions and their appropriate use for paediatrics.
- The ability to communicate complex information to patient or carers on a 1:1 and a group basis in a sensitive and practical and effective way
- The ability to contribute effectively as a team worker (multidisciplinary and dietetic) to achieve the team's objectives.
- The ability to set up and monitor the effectiveness of training programmes and own practice
- The ability to work in an innovative and flexible way.

- The ability to set up audits to monitor service provided.

Band 6 - Additional Essentials

- BDA Paediatric Dietetic modules (1 and 2)
- Training in Supervisory Skills
- Other BDA Paediatric training modules or working towards relevant MSc
- Willing to work in other areas of the county or Trust-wide as and when required to do so
- Self-directed and flexible approach
- Fluent in MS Office
- Car driver with own car for business purposes

Employee signature

Manager signature
